

Document Retrieval Request – RTI 3465

Response to Question 1:

1. DTMR's initial budgeted cost and the current forecasted cost for the completion of the Sunshine Coast Public Transport Detailed Business Case.

The Sunshine Coast Public Transport Detailed Business Case is budgeted and forecast to cost \$15 million, with funding of \$5 million each from the Australian Government, Queensland Government, and Sunshine Coast Council.

Response to Question 2:

2. DTMR's initially approved timeline and the current approved timeline for completion of the Sunshine Coast Public Transport Detailed Business Case.

Initially, the Detailed Business Case was forecast for completion by June 2025. The Detailed Business Case program was brought forward and is expected to be completed mid-2024.

Released under RTI - DTMR

From: Emma J O'Mara
Sent: Tuesday, 14 February 2023 8:56 AM
To: Belinda Warren
Cc: Stacey M Fenech; Annette Baskerville
Subject: Draft media statement to announce SCPT CRG members
Attachments: MS12304_Key group formed to help refine future public transport solutions.docx

Hi Belinda,

Thanks for the chat last week.

As discussed, we're preparing a media statement to announce the CRG members for the SCPT project which we'd like to seek quotes from SCC for inclusion.

Attached is a draft copy – once the CRG membership is approved by our Minister, we'll send you through a revised version of the statement with all the names of the CRG members included.

Speak again soon.

Emma O'Mara
Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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MEDIA STATEMENT

Xx month 2023

Key group formed to help refine future public transport solutions

Members of a key group have been appointed to help shape future solutions for a high frequency public transport connection on the Sunshine Coast.

A total of **XX** people have been selected to join the Community Reference Group (CRG) for the Sunshine Coast Public Transport project, to help better understand key issues, and foster greater collaboration and transparency.

The CRG forms part of the Queensland Government's fresh approach to providing more convenient, sustainable and accessible travel options, with input received via the group to be considered as part of a Detailed Business Case being led by Transport and Main Roads (TMR).

TMR called for expressions of interest to join the CRG in late 2022, with 114 submissions received.

CRG members have been selected to represent a range of ages, demographics and interest groups, including accessibility, business advocacy, community interest/action, education, health, residential, tourism and youth.

Members appointed to the CRG are:

- X, organisation, representing <interest group>

The CRG's first meeting is scheduled to take place in the coming weeks.

The DBC builds on work previously undertaken by Sunshine Coast Council (SCC) through its Mass Transit Options Analysis, which compared five options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra.

The options included bus rapid transit, light rail, wireless light rail, trackless tram and quality bus corridor.

Further opportunities for input will be provided to other key stakeholder and interest groups, and the wider community, as the project progresses.

Quotes attributable to Federal Infrastructure, Transport, Regional Development and Local Government Minister Catherine King:

"The Australian Government is proud to support the exploration of an integrated transport system needed to support the Sunshine Coast region.

"Our \$5 million investment towards this project will see a detailed business case developed to identify a transport solution for the region.

"We're pleased to see the Queensland Government join forces with the local community through the CRG to develop solutions to improve transport connectivity, meet demand and reduce congestion in coastal areas of the Sunshine Coast.

Quotes attributable to Queensland Transport and Main Roads Minister Mark Bailey:

"Thank you to everyone who took the time to express their interest in joining the CRG.

"We received a high volume of quality submissions from people of all walks of life with a keen interest in improving public transport on the Coast and ensuring the needs of all community members are carefully considered as part of the process.

"I congratulate those successful in seeking membership on the CRG and welcome them on this exciting journey with us.

Quotes attributable to Sunshine Coast Council <representative TBC>:

Media contact: **Name, phone number**

DRAFT

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Not Relevant

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From: Ann-Maree Knox

Sent: Thursday, 18 May 2023 1:48 PM

To: Stuart.Stark <Stuart.Stark@ministerial.qld.gov.au>

Cc: TMR DLO <TMR_DLO@tmr.qld.gov.au>; Julie Mitchell <Julie.Mitchell@tmr.qld.gov.au>; Fiona G Lee <Fiona.G.Lee@tmr.qld.gov.au>

Subject:

Stuart,

1. Revised Strategy for Sunshine Coast Public Transport

- New approach will supersede COM1126 and MBN25825 and will be detailed in MBN26060.
- Can you please review MBN26060 - Sunshine Coast Public Transport - change of approach to Community Reference Groups – asap. Noting that you haven't received yet, as it is still moving through departmental approvals.

Thanks.

Kind regards

Ann-Maree Knox
General Manager (**Program Delivery & Operations**)
Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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Not Relevant

Released under RTI - DTMR

From: Stuart Stark <Stuart.Stark@ministerial.qld.gov.au>

Sent: Wednesday, 19 October 2022 5:06 PM

To: Scott A Whitaker <Scott.A.Whitaker@tmr.qld.gov.au>

Subject: My suggestion in red.

<https://www.yoursay-projects.tmr.qld.gov.au/beerburrum-nambour-upgrade/beerburrum-nambour-rail-upgrade-community-reference-groups>

Applications for the CRGs will be considered by a panel consisting of senior representatives from TMR, the project's community engagement team and the independent facilitator.

We are looking for:

- members from a range of ages and backgrounds within the project area (grouped into southern and northern groups)
- a balance of interests including residents, community/interest groups, businesses and local facilities.

In considering applications, TMR will have regard to gender balance and cultural diversity. Indigenous people are encouraged to apply.



Stuart Stark
Senior Policy Advisor
Office of the Hon. Mark Bailey MP
Minister for Transport and Main Roads

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Not Relevant

From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Monday, 14 November 2022 1:05 PM
To: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; James Coutts <james.coutts@sunshinecoast.qld.gov.au>
Subject: FW: SCC input requested - draft media statement for Sunshine Coast Public Transport project

Hi Emma

Thanks for the chat just now.

Looking forward to receiving the pack, which includes the Terms of Reference.

As discussed, given the short time frames and the need for you to move on this prior to Christmas taking over everything, if you send the packs to myself and Leah, Leah will liaise with James as to how best brief the Mayor, portfolio councillor, CEO and any other Executive Leadership Team members for awareness purposes, while still maintaining confidentiality.

This will meet the 'no surprises' approach.

Also please note a suggested changed to the media release below.

Thanks again Emma for reaching out.

Regards
Belinda

Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
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From: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>
Sent: Monday, 14 November 2022 8:35 AM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: James Coutts <james.coutts@sunshinecoast.qld.gov.au>
Subject: RE: SCC input requested - draft media statement for Sunshine Coast Public Transport project

Hi Belinda

The fourth para is referring to a review in the present but also talks about incorporating future feedback which is yet to happen. Change suggested in red but you would probably have better wording.

TMR is now reviewing and using SCC's Mass Transit Options Analysis report, **and will use this information** alongside the outcomes of previous and future community feedback, to narrow down the public transport modes to progress to DBC.

Regards

Leah Bancroft
Project Manager
Urban Growth Projects
Sunshine Coast Council

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From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Sunday, 13 November 2022 11:59 AM

To: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>; Kylie Abood <kylie.abood@sunshinecoast.qld.gov.au>; Michelle French <michelle.french@sunshinecoast.qld.gov.au>; Peter Hall <peter.hall@sunshinecoast.qld.gov.au>
Cc: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>; Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; Rachel Alderson <Rachel.Alderson@sunshinecoast.qld.gov.au>
Subject: RE: SCC input requested - draft media statement for Sunshine Coast Public Transport project

Good morning Emma

Thanks so much for the opportunity to provide the Mayor's quotes, which are included in the attached (approved by the Mayor's office).

Also, as per our chat, we had proposed to launch a campaign this Wednesday which has now been rescheduled.

However November 21 looks good from our perspective. We'll mark our diaries so we don't clash with your CRG launch, understanding that it is still a tentative date.

We'll await your confirmation of your launch date.

Thanks again Emma.

Regards
Belinda

Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
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Website: www.sunshinecoast.qld.gov.au
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From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Friday, 11 November 2022 2:28 PM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>; Kylie Abood <kylie.abood@sunshinecoast.qld.gov.au>; Michelle French <michelle.french@sunshinecoast.qld.gov.au>
Cc: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: SCC input requested - draft media statement for Sunshine Coast Public Transport project

[SCC External Email: Use caution with links and attachments]

Hi Belinda,

Thanks for the chat earlier today 😊

As discussed, we're expecting to soon receive formal approval to establish a community reference group for the Sunshine Coast Public Transport project. In readiness for this, we'd like to obtain quotes from SCC Mayor Mark Jamieson for inclusion in the attached draft media statement please (embargoed). We will be aiming to launch on Monday 21 November but will confirm this closer to.

As soon as we receive the above approval, we'll send the complete package of materials through for SCC's information.

Please let us know if you have any questions. Appreciate your assistance!

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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From: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>
Sent: Monday, 21 November 2022 1:22 PM
To: Stacey M Fenech
Subject: RE: CRG

Thank you 😊

From: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Sent: Monday, 21 November 2022 1:21 PM
To: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>
Cc: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>; Matthias K Schlotterbach <Matthias.K.SCHLOTTERBACH@tmr.qld.gov.au>
Subject: RE: CRG

[SCC External Email: Use caution with links and attachments]

Hi Leah

No problems at all.

Sunshine Coast Council are considered part of the project team.

Let me know if you need anything further.

Thanks

Stacey Fenech
Principal Communications Advisor | North Coast Region
Program Delivery and Operations | Infrastructure Management and Delivery
Department of Transport and Main Roads

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From: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>
Sent: Monday, 21 November 2022 1:17 PM
To: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Cc: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Subject: CRG

Hi Stacey

So for more emails but I am getting asked a lot of questions - With regard to membership of the CRG, are we (SCC mass transit team) considered part of the Project Team or as "staff from other agencies"? I'm trying to clarify the extent of SCC involvement, at the CRG meetings.

Regards

Leah Bancroft
Project Manager
Urban Growth Projects
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From: Emma J O'Mara
Sent: Friday, 18 November 2022 2:42 PM
To: Leah Bancroft; Belinda Warren
Cc: Stacey M Fenech
Subject: RE: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

Hi Leah,

We'll be aiming to have both the web and Hive page up by around 9am Monday, with other supporting comms to go throughout the day.

We'll be in touch again then 😊 Have a lovely weekend!

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
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From: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>
Sent: Friday, 18 November 2022 2:22 PM
To: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>; Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: RE: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

Thanks Emma. Do you know what time you might be launching?

From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Friday, 18 November 2022 11:09 AM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: RE: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

[SCC External Email: Use caution with links and attachments]

Hi there Belinda,

Happy Friday – hope you've had a great week 😊

Just confirming we're still on to launch on Monday, 21 November as planned. I'll be in touch with you then to provide links to all our online materials once they go live.

We'll include the mayor and all councillors on our stakeholder email distribution. For awareness, I've also added you, Leah and James to the list too.

Please let us know if you have any questions.

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
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From: Emma J O'Mara

Sent: Monday, 14 November 2022 3:51 PM

To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>

Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>

Subject: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

Hi Belinda,

As promised, for SCC's information, please find attached our package of materials to support the launch of the Sunshine Coast Public Transport Community Reference Group (CRG) planned for next week, 21 November 2022. This includes:

- Hive page
- Web page
- Social media posts
- Radio advertisement
- Stakeholder email notification
- Terms of Reference.

We'll leave it with you to distribute these internally as necessary. Please note the above/attached materials are embargoed until released.

Below is the proposed rollout of these materials. We will confirm later this week that we are still on track to launch.

Date	Action
21 November	Hive page published
	Web page published
	Media statement issued
	Stakeholder email notifications sent
	Social media advertisement published (Facebook and LinkedIn)
24 November	Radio advertisement
5 December	Reminder stakeholder notification sent
11 December	Expressions of interest close

Once launched, we'll provide your team with URL links to all online comms and would appreciate SCC 'sharing' these via its channels. Once launched, we also welcome opportunities for SCC to promote the CRG via newsletters, councillor columns or similar.

Thank you also for sending through your quotes for inclusion in the media statement – we've passed these onto our Media unit.

We appreciate your assistance. Please let us know if you have any questions.

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

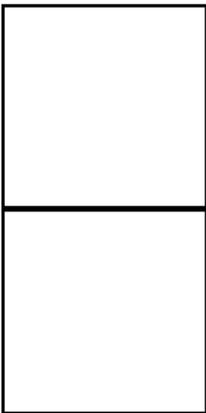
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From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Thursday, 5 January 2023 9:43 AM
To: Emma J O'Mara; Annette Baskerville
Cc: Stacey M Fenech
Subject: RE: Availability in January 2023

Hi Emma.

Happy new year.

I'm just checking a few emails so things can keep happening while I'm on leave.

I can do Monday 23 January in the afternoon and will await your calendar invitation.

Regards
Belinda

Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
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From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Thursday, 5 January 2023 9:37 AM
To: Annette Baskerville <annette.baskerville@sunshinecoast.qld.gov.au>; Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: RE: Availability in January 2023

[SCC External Email: Use caution with links and attachments]

Hi Annette,

Thanks for taking my call yesterday.

As mentioned, due to the availability of the CRG facilitator which we have now awarded/appointed, we need to split the review of the EOLs into two sessions. Just to clarify, we'll still utilise the session already scheduled for 17 January to do a 'first cut' of the submissions, but require a few extra hours early in the following week to confirm final members for the CRG.

We'd prefer to hold this on Monday afternoon on 23 January, however, I know Belinda advised she had availability on 24 January so we can fall on this date as a backup if Monday can't happen.

Belinda – I'll give you a call next week to chat over this further. Hope you had a lovely break 😊

Kind regards,

Emma O'Mara
Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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From: Annette Baskerville <annette.baskerville@sunshinecoast.qld.gov.au>
Sent: Wednesday, 4 January 2023 2:52 PM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>; Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Cc: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: RE: Availability in January 2023

Hi Emma

Thanks for your call regarding rescheduling the CRG facilitated session. Belinda would need to confirm her availability when she returns on Monday; however, her calendar is currently clear on Monday 23rd (PM) and Tuesday 24th January. She is not available on Monday morning. I hope this is somewhat helpful to scheduling the session.

Regards
Annette

Annette Baskerville | Communication Officer
Business Performance | Sunshine Coast Council
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From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Wednesday, 21 December 2022 3:32 PM
To: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Cc: Annette Baskerville <annette.baskerville@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: RE: Availability in January 2023

Thanks so much Emma
That will work well.
It will be lovely to meet you in person too. 😊
Have a lovely Christmas.
Regards
Belinda

Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
Mobile: NR [REDACTED]
Email: Belinda.Warren@sunshinecoast.qld.gov.au
Website: www.sunshinecoast.qld.gov.au
Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560

From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Wednesday, 21 December 2022 3:24 PM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Annette Baskerville <annette.baskerville@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: RE: Availability in January 2023

[SCC External Email: Use caution with links and attachments]

Thanks Belinda! That's really helpful 😊

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We have developed an assessment matrix which will help streamline the process as much as possible.

Thanks again, and have a lovely Christmas!

Kind regards,

Emma O'Mara
Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

P: 07 5451 9250
Level 1 | 50 Wisers Road | Buderim Qld 4556
PO Box 1600 | Maroochydore Qld 4558
emma.j.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Tuesday, 20 December 2022 2:57 PM
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Cc: Annette Baskerville <annette.baskerville@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
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From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Tuesday, 20 December 2022 9:52 AM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
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Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

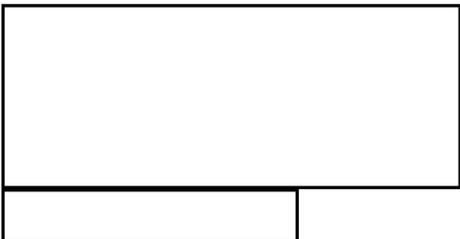
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Released under R.I.P.T.M.R

From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Wednesday, 21 December 2022 3:32 PM
To: Emma J O'Mara
Cc: Annette Baskerville; Stacey M Fenech
Subject: RE: Availability in January 2023

Thanks so much Emma.
That will work well.
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Regards
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Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
Mobile: NR [REDACTED]
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Department of Transport and Main Roads

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Communications Advisor | North Coast Region
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From: Emma J O'Mara
Sent: Thursday, 8 December 2022 9:53 AM
To: Leah Bancroft
Cc: Stacey M Fenech
Subject: RE: CRG

Hi Leah,

We've had a lot of interest and even with days to go, they are still trickling through. With EOIs closing on Sunday at midnight, we'll be able to pull a report and provide final figures early next week.

Thanks,

Emma O'Mara
Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

P: 07 5451 9250
Level 1 | 50 Wisers Road | Buderim Qld 4556
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emma.j.omara@tmr.qld.gov.au
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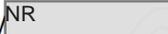
From: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>
Sent: Thursday, 8 December 2022 9:47 AM
To: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Cc: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: CRG

Good Morning

Is there an update on how many EOI's have been received for the CRG so far? Thanks

Regards

Leah Bancroft
Project Manager Urban Corridor Planning
Urban Growth Projects
Sunshine Coast Council

M  | T 07 5420 8933 | F 07 5420 8985
E leah.bancroft@sunshinecoast.qld.gov.au
W www.sunshinecoast.qld.gov.au
A Locked Bag 72, Sunshine Coast Mail Centre, Qld 4560

Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560 ED24



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From: Annette Baskerville <annette.baskerville@sunshinecoast.qld.gov.au>
Sent: Tuesday, 14 February 2023 9:03 AM
To: Emma J O'Mara; Belinda Warren
Cc: Stacey M Fenech
Subject: RE: Draft media statement to announce SCPT CRG members

Good morning Emma and thank you for your email. I'll commence sourcing SCC quotes for the statement.

Regards
Annette

Annette Baskerville | Communication Officer
Business Performance | Sunshine Coast Council
Phone: NR
Email: annette.baskerville@sunshinecoast.qld.gov.au
Website: www.sunshinecoast.qld.gov.au
Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560

From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Tuesday, 14 February 2023 8:56 AM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>; Annette Baskerville <annette.baskerville@sunshinecoast.qld.gov.au>
Subject: Draft media statement to announce SCPT CRG members

[SCC External Email: Use caution with links and attachments]

Hi Belinda,

Thanks for the chat last week.

As discussed, we're preparing a media statement to announce the CRG members for the SCPT project which we'd like to seek quotes from SCC for inclusion.

Attached is a draft copy – once the CRG membership is approved by our Minister, we'll send you through a revised version of the statement with all the names of the CRG members included.

Speak again soon.

Emma O'Mara
Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

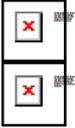
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Released under RTI DTMR

From: Ann-Maree Knox
Sent: Tuesday, 30 May 2023 11:29 AM
To: Stuart Stark
Cc: TMR DLO
Subject: RE: Emailing: MBN26060_Att 2.docx
Attachments: MBN26060_Att 2 (002).docx; MBN26060_Decision Brief (002).docx

Stuart,

As discussed, track changes in:

* MBN26060 Not Relevant

* Small changes to Attachment 2.

Kind regards

Ann-Maree Knox

General Manager (Program Delivery & Operations) Infrastructure Management and Delivery Division Department of Transport and Main Roads _____

Floor 21 | 313 Adelaide Street | Brisbane Qld 4000 GPO Box 1549 | Brisbane Qld 4000

(07) 3066 2301 | M: NR

ann-maree.knox@tmr.qld.gov.au

www.tmr.qld.gov.au

-----Original Message-----

From: Ann-Maree Knox

Sent: Tuesday, 23 May 2023 5:15 PM

To: Stuart Stark <Stuart.Stark@ministerial.qld.gov.au>

Cc: TMR DLO <TMR_DLO@tmr.qld.gov.au>

Subject: RE: Emailing: MBN26060_Att 2.docx

And here we are.

Kind regards

Ann-Maree Knox

General Manager (Program Delivery & Operations) Infrastructure Management and Delivery Division Department of Transport and Main Roads _____

Floor 21 | 313 Adelaide Street | Brisbane Qld 4000 GPO Box 1549 | Brisbane Qld 4000

(07) 3066 2301 | M: NR

ann-maree.knox@tmr.qld.gov.au

www.tmr.qld.gov.au

-----Original Message-----

From: Ann-Maree Knox

Sent: Tuesday, 23 May 2023 5:07 PM

To: Stuart Stark <Stuart.Stark@ministerial.qld.gov.au>

Cc: TMR DLO <TMR_DLO@tmr.qld.gov.au>

Subject: RE: Emailing: MBN26060_Att 2.docx

Stuart,

Leave with me and will come back with some suggested edits.

The main issue is that the aim was for these groups just to focus on public transport for the Sunshine Coast.

Not Relevant

Will make suggested edits to your edits, and send back tomorrow. As above, recommend leaving the groups focusing on just public transport projects but happy to discuss.

Thanks.

Kind regards

Ann-Maree Knox

General Manager (Program Delivery & Operations) Infrastructure Management and Delivery Division Department of Transport and Main Roads

Floor 21 | 313 Adelaide Street | Brisbane Qld 4000 GPO Box 1549 | Brisbane Qld 4000

(07) 3066 2301 | M: NR
ann-maree.knox@tmr.qld.gov.au

www.tmr.qld.gov.au

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Sent: Tuesday, 23 May 2023 2:29 PM

To: Ann-Maree Knox <ann-maree.knox@tmr.qld.gov.au>

Cc: TMR DLO <TMR_DLO@tmr.qld.gov.au>

Subject: Emailing: MBN26060_Att 2.docx

What do you think ?

Also happy for you to brief Council and include me when you brief the minister.

SS

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Attachment 2 – Stakeholder notification

Thank you for expressing interest in joining a Community Reference Group for the Sunshine Coast Public Transport (SCPT) project.

We appreciate the time taken to submit your application and for your keen interest in being involved in the Business Case process.

In light of the number of public transport projects being considered for the Sunshine Coast region, including the Sunshine Coast Public Transport project, the Direct Sunshine Coast Rail Line and Beerburrum to Nambour Rail Upgrade, the Department of Transport and Main Roads (TMR) has decided to adopt a more comprehensive approach towards community engagement.

This will allow a wider range of community members to work through key areas of interest in combination with other related projects.

There are several public transport projects, including heavy rail, in planning and delivery that will deliver significant benefits to the Sunshine Coast and change the way residents and visitors travel throughout it. It is important our community understands the full picture of public transport projects being planned and how each are linked and integrated.

A series of stakeholder interest groups will be established to provide feedback on the transport projects.

The stakeholder interest groups will involve more people, getting information about public transport projects being planned for the Sunshine Coast, and offer greater opportunities to provide valuable feedback to inform planning for our future public transport network.

Other opportunities to be involved and to have your say on Sunshine Coast Public Transport and other projects will be available throughout the business case phase.

Once again, thank you for your interest and willingness to be involved.

Released Under the
Official Information Act

Department of Transport and Main Roads
Decision Brief
MBN26060

To: Minister for Transport and Main Roads

SUBJECT: Change of approach in engagement for Sunshine Coast Public Transport (SCPT) project	URGENT: Decision requested as soon as possible to allow timely engagement of focus groups
--	--

Summary

- The Department of Transport and Main Roads (TMR) is seeking to shift to a new approach to engage with key stakeholders as part of the detailed business case for the SCPT project.
- Originally, TMR had proposed a Community Reference Group (CRG) be established for the project to foster greater transparency and community involvement and assist TMR in refining the options for a mass transit system put forward by Sunshine Coast Council (SCC).
- In recent months, TMR sought your approval to proceed with the proposed CRG process (MBN25825 and COM1126).

Not Relevant

Recommendations

Not Relevant

Background

- In late 2022, TMR announced the formation of a CRG for the SCPT project.
- Between 21 November and 11 December 2022, TMR sought expressions of interest from members of diverse demographics and backgrounds located within the project area (between Maroochydore and Caloundra) to represent the interests of several different groups.
- A total of 114 expressions of interest were received, which were assessed by a panel made up of members of TMR's project team, SCC and an independent facilitator procured to facilitate the CRG meetings.
- A list of shortlisted members is currently with your office for approval (COM1126).

Key Issues

- The project has progressed since shortlisting for the CRG and is now at a point in its lifecycle where it would not be genuine engagement to proceed with the CRG in parallel with, or subsequent to, wider community engagement being planned.

Action Officer:
Scott Whitaker
Regional Director
North Coast Region
Tel: 5451 7071
Date: 16 May 2023

Endorsed by:
Ann-Maree Knox
General Manager
Program Delivery and
Operations
Tel: 3066 2301
Date: 17 May 2023

Endorsed by: DDG
Julie Mitchell
Deputy Director General
Infrastructure Management
and Delivery
Tel: 3066 2245
Date: 18 May 2023

Endorsed by: DG
Neil Scales
Director-General
Tel: 3066 7316
Date: 19 May 2023

Not Relevant

(Attachment 1).

- A stakeholder notification will also be sent to the 114 expressions of interest submitted for the CRG (Attachment 2).

Financial Implications

- There are no financial implications.

Consideration of the *Human Rights Act 2019* (HR Act)

- The HR Act was considered when making the recommendations outlined in this brief, and there are no impacts to human rights.

Consultation with Stakeholders

Not Relevant

- The project's existing Hive/Social Pinpoint page will be updated to remove information about CRGs at www.yoursay-projects.tmr.qld.gov.au/sunshine-coast-public-transport.

Not Relevant

Employment

- There are no employment impacts associated with this matter.

Media

- There are no media impacts associated with this matter.

Election Commitments

- This matter does not relate to an election commitment.

Government Objectives

- This matter does not relate to a government objective.

Summary of Actions

Not Relevant

[Greyed-out area]

Minister's comments:

Approved / Not Approved

Minister's signature.....

Date/...../.....

Released under RTI-DTMR

From: Emma J O'Mara
Sent: Friday, 18 November 2022 11:09 AM
To: Belinda Warren
Cc: Leah Bancroft; Stacey M Fenech
Subject: RE: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

Hi there Belinda,

Happy Friday – hope you’ve had a great week 😊

Just confirming we’re still on to launch on Monday, 21 November as planned. I’ll be in touch with you then to provide links to all our online materials once they go live.

We’ll include the mayor and all councillors on our stakeholder email distribution. For awareness, I’ve also added you, Leah and James to the list too.

Please let us know if you have any questions.

Kind regards,

Emma O’Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

P: 07 5451 9250
Floor 7 | 12 First Avenue | Maroochydore Qld 4558
PO Box 1600 | Maroochydore Qld 4558
emma.j.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Emma J O'Mara
Sent: Monday, 14 November 2022 3:51 PM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group
Hi Belinda,

As promised, for SCC’s information, please find attached our package of materials to support the launch of the Sunshine Coast Public Transport Community Reference Group (CRG) planned for next week, 21 November 2022. This includes:

- Hive page
- Web page
- Social media posts
- Radio advertisement
- Stakeholder email notification
- Terms of Reference.

We’ll leave it with you to distribute these internally as necessary. Please note the above/attached materials are embargoed until released.

Below is the proposed rollout of these materials. We will confirm later this week that we are still on track to launch.

Date	Action
21 November	Hive page published
	Web page published
	Media statement issued
	Stakeholder email notifications sent
	Social media advertisement published (Facebook and LinkedIn)
24 November	Radio advertisement
5 December	Reminder stakeholder notification sent

Once launched, we'll provide your team with URL links to all online comms and would appreciate SCC 'sharing' these via its channels. Once launched, we also welcome opportunities for SCC to promote the CRG via newsletters, councillor columns or similar.

Thank you also for sending through your quotes for inclusion in the media statement – we've passed these onto our Media unit.

We appreciate your assistance. Please let us know if you have any questions.

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region

Program Delivery and Operations Branch | Infrastructure Management and Delivery Division

Department of Transport and Main Roads

P: 07 5451 9250

Floor 7 | 12 First Avenue | Maroochydore Qld 4558

PO Box 1600 | Maroochydore Qld 4558

emma.j.omara@tmr.qld.gov.au

www.tmr.qld.gov.au

Released under RTI - DTMR

From: Emma J O'Mara
Sent: Tuesday, 22 November 2022 8:40 AM
To: Belinda Warren
Cc: Leah Bancroft; Stacey M Fenech
Subject: RE: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

Thanks so much Belinda, really appreciated.

Emma O'Mara
Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

P: 07 5451 9250
Floor 7 | 12 First Avenue | Maroochydore Qld 4558
PO Box 1600 | Maroochydore Qld 4558
emma.j.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Monday, 21 November 2022 5:00 PM
To: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: RE: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

Hi Emma

Thanks so much for this.

I can confirm our team has shared the posts via Council's platforms.

Regards
Belinda

Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
Mobile NR [REDACTED]
Email: Belinda.Warren@sunshinecoast.qld.gov.au
Website: www.sunshinecoast.qld.gov.au
Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560

From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Monday, 21 November 2022 2:13 PM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: RE: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

[SCC External Email: Use caution with links and attachments]

Hi Belinda and Leah,

As promised, below are links to all the online facing materials published today as part of our launch for the Sunshine Coast Public Transport Community Reference Group:

- Hive page: <https://www.yoursay-projects.tmr.qld.gov.au/sunshine-coast-public-transport>
- Web page: <https://www.tmr.qld.gov.au/projects/sunshine-coast-public-transport-business-case>
- Facebook post:
<https://www.facebook.com/TMRQld/posts/pfbid0rdHV1xTDmy7LcYHji4ErY8czMf7mqCeC4v58KiuN3bh8QT BZ2fk8wLjUDCK7uQHfI>
- LinkedIn post: <https://www.linkedin.com/feed/update/urn:li:activity:7000257268021682176/>

If there's an opportunity for SCC to share the Facebook and LinkedIn post, we'd really appreciate it!

For completeness, I've again provided the media statement issued by our Minister's office this morning. Also attached is a copy of the stakeholder email which you would have received – again, confirming this has been sent to the mayor and all councillors.

Please let us know if you have any questions regarding this, and thanks for all your support so far!

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

P: 07 5451 9250
Floor 7 | 12 First Avenue | Maroochydore Qld 4558
PO Box 1600 | Maroochydore Qld 4558
emma.j.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Emma J O'Mara

Sent: Friday, 18 November 2022 11:09 AM

To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>

Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>

Subject: RE: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

Hi there Belinda,

Happy Friday – hope you've had a great week 😊

Just confirming we're still on to launch on Monday, 21 November as planned. I'll be in touch with you then to provide links to all our online materials once they go live.

We'll include the mayor and all councillors on our stakeholder email distribution. For awareness, I've also added you, Leah and Jarnes to the list too.

Please let us know if you have any questions.

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

P: 07 5451 9250
Floor 7 | 12 First Avenue | Maroochydore Qld 4558
PO Box 1600 | Maroochydore Qld 4558
emma.j.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Emma J O'Mara
Sent: Monday, 14 November 2022 3:51 PM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>
Subject: For SCC info - Comms package for launch of Sunshine Coast Public Transport Community Reference Group

Hi Belinda,

As promised, for SCC's information, please find attached our package of materials to support the launch of the Sunshine Coast Public Transport Community Reference Group (CRG) planned for next week, 21 November 2022. This includes:

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- Radio advertisement
- Stakeholder email notification
- Terms of Reference.

We'll leave it with you to distribute these internally as necessary. Please note the above/attached materials are embargoed until released.

Below is the proposed rollout of these materials. We will confirm later this week that we are still on track to launch.

Date	Action
21 November	Hive page published
	Web page published
	Media statement issued
	Stakeholder email notifications sent
	Social media advertisement published (Facebook and LinkedIn)
24 November	Radio advertisement
5 December	Reminder stakeholder notification sent
11 December	Expressions of interest close

Once launched, we'll provide your team with URL links to all online comms and would appreciate SCC 'sharing' these via its channels. Once launched, we also welcome opportunities for SCC to promote the CRG via newsletters, councillor columns or similar.

Thank you also for sending through your quotes for inclusion in the media statement – we've passed these onto our Media unit.

We appreciate your assistance. Please let us know if you have any questions.

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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Floor 7 | 12 First Avenue | Maroochydore Qld 4558
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emma.j.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

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From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Friday, 2 December 2022 9:38 AM
To: Emma J O'Mara; Peter Hall; Kylie Abood; Rachel Alderson
Cc: Stacey M Fenech; Mozelle A Morrison; Matthias K Schlotterbach
Subject: RE: FYI - Media enquiry - Glass House Country News

Thanks so much Emma for keeping us in the loop on this.

Have fabulous weekend!

@Peter Hall, @Kylie Abood and @Rachel Alderson – FYI

Regards
Belinda

Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
Mobile: NR
Email: Belinda.Warren@sunshinecoast.qld.gov.au
Website: www.sunshinecoast.qld.gov.au
Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560

From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Friday, 2 December 2022 8:45 AM
To: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Cc: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>; James Coutts <james.coutts@sunshinecoast.qld.gov.au>; Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>; Mozelle A Morrison <Mozelle.A.Morrison@tmr.qld.gov.au>; Matthias K Schlotterbach <Matthias.K.SCHLOTTERBACH@tmr.qld.gov.au>
Subject: FYI - Media enquiry - Glass House Country News

[SCC External Email: Use caution with links and attachments]

Happy Friday Belinda!

FYI, we receive another media enquiry this week from the Glass House Country News, querying why only residents between Maroochydore-Caloundra are being invited to join the Community Reference Group.

Below is a copy of our response issued to the journalist yesterday.

Response: (Please attribute to a Transport and Main Roads spokesperson)

We are undertaking a detailed business case for an integrated public transport system between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra.

This work will build on the Sunshine Coast Mass Transit Project undertaken by Sunshine Coast Council which compared five transport modes including bus rapid transit, light rail, wireless light rail, trackless tram and a quality bus corridor.

A Community Reference Group is being formed to help better understand key issues, foster greater collaboration and transparency, and ensure the needs of key interest groups are represented.

While opportunities for input will be provided to the wider Sunshine Coast region as the project progresses, our focus at this initial stage is on working with the local community which falls immediately within the project area between Maroochydore and Caloundra.

We will consider all applications received and encourage anyone who wants to help shape convenient, sustainable and accessible travel options to apply.

Improving public transport connectivity between hinterland and coastal communities is a priority.

Early works are progressing on the \$550.8 million Beerburrum to Nambour Rail upgrade (Stage 1), with planning underway on several other initiatives including a proposed passenger rail corridor between Beerwah and Maroochydore.

For further information about these projects, visit www.tmr.qld.gov.au.

ENDS

Kind regards,

Emma O'Mara
Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

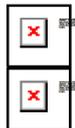
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PO Box 1600 | Maroochydore Qld 4558
emma.j.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

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From: Leah Bancroft <Leah.Bancroft@sunshinecoast.qld.gov.au>
Sent: Monday, 21 November 2022 11:20 AM
To: Stacey M Fenech
Subject: Re: Media Statement - MS12078 | Sunshine Coast community reference group
Attachments: 2211xx - MR - Sunshine Coast community can shape transport solution.docx

Thank you

Regards

Leah Bancroft
Project Coordinator - Specialist Advice
Major Urban Developments Branch
Sunshine Coast Council

M NR T [07 5420 8933](tel:0754208933) | F [07 5420 8985](tel:0754208985)
E leah.bancroft@sunshinecoast.qld.gov.au
W www.sunshinecoast.qld.gov.au
A Locked Bag [72, Sunshine Coast Mail Centre, Qld 4560](#)

On 21 Nov 2022, at 10:29 am, Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au> wrote:

[SCC External Email: Use caution with links and attachments]

Hi Belinda/Leah

For your information, the Minister has now released the attached statement for Sunshine Coast Public Transport.

Em will shoot over more information a bit later.

Thanks

Stacey Fenech
Principal Communications Advisor | North Coast Region
Program Delivery and Operations | Infrastructure Management and Delivery
Department of Transport and Main Roads

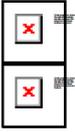
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PO Box 1600 | Maroochydore Qld 4558
stacey.m.fenech@tmr.qld.gov.au
www.tmr.qld.gov.au

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Released under RTI - DTMR



Media release

Minister for Transport and Main Roads
The Honourable Mark Bailey MP

Sunshine Coast community to shape transport solution

Locals are being encouraged to join a community reference group to shape a better public transport system for the Sunshine Coast.

Transport and Main Roads (TMR) is leading a detailed business case for the Sunshine Coast public transport project, which builds on the mass transit options analysis undertaken by the Sunshine Coast Council (SCC).

The next stage involves refining the five options put forward by SCC in October 2021 which included bus rapid transit, light rail, wireless light rail, trackless tram and quality bus corridor.

TMR is now reviewing and using SCC's mass transit options analysis report, along with community feedback, to narrow down the public transport modes to progress to detailed business case.

A community reference group is being established to better understand key issues, encourage community input, and foster greater collaboration and transparency.

Expressions of interest from people of diverse ages and backgrounds located within the project area (between Maroochydore and Caloundra) are now being welcomed.

Transport and Main Roads will seek to appoint to the CRG members from a range of ages and backgrounds within the project area and seek to strike a balance of interests including residents, community/interest groups, businesses and local facilities.

Applications to join the CRG can be submitted until *midnight 11 December* by visiting the [Transport and Main Roads Website](#).

Infrastructure Australia's, Infrastructure Priority List highlights a need for greater transport connectivity and capacity between Caloundra and Maroochydore, to manage increasing demand and reduce congestion along the north-south coastal corridor.

Funding of \$15 million has been allocated for the detailed business case with the Australian Government, Queensland Government and Sunshine Coast Council each contributing \$5 million.

Quotes attributable to Queensland Transport and Main Roads Minister Mark Bailey:

“Community involvement means we have can deliver the best outcome for people living on the Sunshine Coast.

“I encourage anyone who is interested to put their hand up to take part in this important planning process.”

Quotes attributable to State Member for Caloundra Jason Hunt:

“The Sunshine Coast is the largest city in Australia without a mass transit system.

"We're encouraging nominations from a diverse range of ages and backgrounds located within the project area (Maroochydore to Caloundra) to represent the interests of a range of groups on the Sunshine Coast.

"The formation of the community reference group will help understand key issues as we know the Sunshine Coast is diverse and so too are its travel requirements.

"It's important community needs are carefully considered when it comes to designing a public transport system that will serve our great community into the future."

Quotes attributable to Sunshine Coast Council Mayor Mark Jamieson:

"The CRG will be an important engagement tool to provide direct feedback, ideas and advice during the next stage of this important transport infrastructure project.

"We have been on this transport planning journey since 2011 and our commitment to seeking community feedback continues into this next phase.

"CRG members will bring an appreciation, insight and understanding of issues pertaining to Sunshine Coast transport challenges and opportunities.

"It's important we have a broad group of people of all ages and from all walks of life coming together, to play a part in Sunshine Coast's future public transport system.

"I encourage anyone with an interest in the future of our region to nominate for the CRG so we can achieve a truly representative cross-section of our community."

ENDS

Released under RTI/DIMR

From: Matthias K Schlotterbach
Sent: Wednesday, 25 January 2023 7:57 AM
To: Emma J O'Mara
Cc: Stacey M Fenech; Mozelle A Morrison; Belinda Warren; [PI]
Subject: Re: Shortlisted EOIs - SCPT CRG

Emma

This looks great and thanks for pulling it all together.

Matthias Schlotterbach

Program Director (North Coast Public Transport) | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

P: 07 3338 4084 | M [NR]
Floor 7 | 12 First Avenue | Maroochydore Qld 4558
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matthias.k.schlotterbach@tmr.qld.gov.au
www.tmr.qld.gov.au

On 23 Jan 2023, at 6:03 pm, Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au> wrote:

Hi all,
Thanks again for your time and insights today.

As promised, below is a list of applicants we have shortlisted for CRG membership. I've also included a link to their individual submissions in the MS Teams file:

[<image001.png>](#)
[Shortlisted EOIs](#)

It would be great if you could have a read over with fresh eyes tomorrow please and let us know if you have any final thoughts on our proposed selection.

Accessibility

- 1. [PI]
- 2. [PI]

Business Advocacy

- 3. [PI]
- 4. [PI]

Community Interest/Action

- 5. Tracey Goodiwin-McDonald (MTAG)
- 6. [PI] (OSCAR)
- 7. [PI] (SCEC)

Education

- 8. [PI] (USC)

Health

- 9. [PI] (SCUH)
- 10. [PI]

Residential

South (Caloundra-Currimundi)

- 11. [PI]
- 12. [PI]

Central (Buddina-Birtinya)

- 13. ^{PI} [Redacted]
- 14. [Redacted]

North (Maroochydore-Mooloolaba)

- 15. ^{PI} [Redacted]
- 16. [Redacted]

Tourism

- 17. ^{PI} [Redacted] (Visit Sunshine Coast)

Youth

- 18. ^{PI} [Redacted]
- 19. [Redacted]

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

P: 07 5451 9250
Level 1 | 50 Wisers Road | Buderim Qld 4556
PO Box 1600 | Maroochydore Qld 4558
emma.i.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

Released under RTI - D/TMR

From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Tuesday, 24 January 2023 4:15 PM
To: Emma J O'Mara; Stacey M Fenech; Matthias K Schlotterbach; Mozelle A Morrison; [Redacted]
Subject: RE: Shortlisted EOIs - SCPT CRG

Thanks Emma for all your work on this and providing this information so quickly.
Thanks also to fellow panel members.
I am comfortable with the CRG membership list, as detailed below.
Kind regards
Belinda

Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
Mobile: [Redacted]
Email: Belinda.Warren@sunshinecoast.qld.gov.au
Website: www.sunshinecoast.qld.gov.au
Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560

From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Monday, 23 January 2023 6:03 PM
To: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>; Matthias K Schlotterbach <Matthias.K.SCHLOTTERBACH@tmr.qld.gov.au>; Mozelle A Morrison <Mozelle.A.Morrison@tmr.qld.gov.au>; Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>; [Redacted] <[Redacted]@thecommsteam.com.au>
Subject: Shortlisted EOIs - SCPT CRG

[SCC External Email: Use caution with links and attachments]

Hi all,

Thanks again for your time and insights today.

As promised, below is a list of applicants we have shortlisted for CRG membership. I've also included a link to their individual submissions in the MS Teams file: [Shortlisted EOIs](#)

It would be great if you could have a read over with fresh eyes tomorrow please and let us know if you have any final thoughts on our proposed selection.

Accessibility

- [Redacted]
- [Redacted]

Business Advocacy

- [Redacted]
- [Redacted]

Community Interest/Action

- Tracey Goodiwin-McDonald (MTAG)
- [Redacted] (OSCAR)
- [Redacted] (SCEC)

Education

- [Redacted] (USC)

Health

- [Redacted] (SCUH)
- [Redacted]

Residential

South (Caloundra-Currimundi)

- [Redacted]
- [Redacted]

Central (Buddina-Birtinya)

- [Redacted]
- [Redacted]

North (Maroochydore-Mooloolaba)

- [Redacted]
- [Redacted]

Tourism

- [Redacted] (Visit Sunshine Coast)

Youth

- [Redacted]
- [Redacted]

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

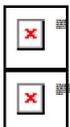
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Released under RTI - DTMR

From: Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>
Sent: Friday, 13 January 2023 3:48 PM
To: Emma J O'Mara; Stacey M Fenech; Mozelle A Morrison; Matthias K Schlotterbach; [PI]
Cc: [PI]
Subject: RE: Upcoming review of Expressions of Interest for Sunshine Coast Public Transport Community Reference Group

Thank you so much Emma for booking the car bay. I really appreciate that.
Looking forward to seeing you all in person on Tuesday.
In the meantime, have a lovely weekend.
Kind regards
Belinda

Belinda Warren | Manager Communication
Business Performance Group | Sunshine Coast Regional Council (ED24)
Mobile: [NR]
Email: Belinda.Warren@sunshinecoast.qld.gov.au
Website: www.sunshinecoast.qld.gov.au
Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560

From: Emma J O'Mara <Emma.J.OMara@tmr.qld.gov.au>
Sent: Thursday, 12 January 2023 4:01 PM
To: Stacey M Fenech <stacey.m.fenech@tmr.qld.gov.au>; Mozelle A Morrison <Mozelle.A.Morrison@tmr.qld.gov.au>; Matthias K Schlotterbach <Matthias.K.SCHLOTTERBACH@tmr.qld.gov.au>; Belinda Warren <Belinda.Warren@sunshinecoast.qld.gov.au>; [PI]@thecommsteam.com.au
Cc: [PI]@thecommsteam.com.au
Subject: Upcoming review of Expressions of Interest for Sunshine Coast Public Transport Community Reference Group

[SCC External Email: Use caution with links and attachments]

Hi all,

Hope 2023 has been good to you so far!

Thank you for agreeing to participate in our upcoming assessment of the Expressions of Interest received for our Community Reference Group (CRG). We look forward to having you involved.

In preparation for our review of applications, I've created a MS Teams page which I'll soon give you access to which contains:

- A copy of the submissions (I will have hardcopies available for those attending the sessions in person).
- A matrix to help aid the review of submissions and decision making
- Information about the targets we will aim for to ensure the CRG reflects a balanced representation of interests, ages and genders and so on.

The assessment will be split over two sessions:

Tuesday 17 January

This session will be used to do a 'first cut'/elimination of the submissions. Matthias Schlotterbach, Mozelle Morrison, Stacey Fenech, Belinda Warren and myself will attend.

Monday 23 January

This session will be used to confirm final members for the CRG. In addition to the above, our facilitator PI PI from The Comms Team, will also be in attendance.

I'll be the scribe on both days to capture our collective thoughts and justification.

Belinda and PI I've arranged car parks at our office for you at 50 Wises Road – I've included a map below to show where the driveway entrance is on Darby Close. The visitor car parks are on the right before you get to the boom gate 😊

Belinda, I've booked you bay 51 on both days, and Cate has bay 50. If you get lost, please give me a call (my mobile is NR)



Please let me know if you have any questions.

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

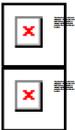
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From: Emma J O'Mara
Sent: Friday, 11 November 2022 2:28 PM
To: Belinda Warren; Kylie Abood; Michelle French
Cc: Stacey M Fenech
Subject: SCC input requested - draft media statement for Sunshine Coast Public Transport project
Attachments: MS12078_Call for community to shape integrated urban public transport solution_for SCC input.docx

Hi Belinda,

Thanks for the chat earlier today 😊

As discussed, we're expecting to soon receive formal approval to establish a community reference group for the Sunshine Coast Public Transport project. In readiness for this, we'd like to obtain quotes from SCC Mayor Mark Jamieson for inclusion in the attached draft media statement please (embargoed). We will be aiming to launch on Monday 21 November but will confirm this closer to.

As soon as we receive the above approval, we'll send the complete package of materials through for SCC's information.

Please let us know if you have any questions. Appreciate your assistance!

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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Xx November 2022

EMBARGOED

Call for Sunshine Coast community to help shape public transport solution

The Queensland Government is on a journey towards a better public transport system for the Sunshine Coast and locals are being called on to join a Community Reference Group (CRG).

The Department of Transport and Main Roads is leading a detailed business case for the Sunshine Coast public transport project, which builds on the Mass Transit Options Analysis undertaken by Sunshine Coast Council.

The next stage of work involves refining the five options put forward by SCC in October 2021 which included bus rapid transit, light rail, wireless light rail, trackless tram and quality bus corridor.

TMR is now reviewing and using SCC's Mass Transit Options Analysis report, alongside the outcomes of previous and future community feedback, to narrow down the public transport modes to progress to DBC.

Expressions of interest from members of diverse ages and backgrounds located within the project area (between Maroochydore and Caloundra) are now being welcomed from the following groups:

- Accessibility
- Business advocacy
- Community interest/action
- Education
- Health
- Residential (suburbs between Maroochydore and Caloundra)
- Tourism
- Youth.

Applications to join the CRG can be submitted until <close date> by visiting <Hive page URL>.

A total of \$15 million has been allocated for the detailed business case for the project, with the Australian Government, Queensland Government and Sunshine Coast Council each contributing \$5 million.

Quotes attributable to Federal Infrastructure, Transport, Regional Development and Local Government Minister Catherine King:

"The Australian Government is proud to play a role in exploring multi-modal transport solutions needed to support the region.

"Infrastructure Australia's Infrastructure Priority List highlights a need for greater transport connectivity and capacity between Caloundra and Maroochydore, to manage increasing demand and reduce congestion along the north-south coastal corridor."

Quotes attributable to Queensland Transport and Main Roads Minister Mark Bailey:

"We're encouraging nominations from a diverse range of ages and backgrounds located within the project area to represent the interests of a range of groups on the Sunshine Coast.

"The formation of the CRG will help understand key issues, encourage community input, and foster greater collaboration and transparency.

"We know the Sunshine Coast is diverse and so too are its travel requirements, so it's important the needs of the community are carefully weighed up when it comes to considering options for a public transport system."

Quotes attributable to Sunshine Coast Council <representative TBC>:

To be provided by SCC.

ENDS

Media contact: Name, phone number

Released under RTI - DTPR

From: Emma J O'Mara
Sent: Monday, 23 January 2023 6:03 PM
To: Stacey M Fenech; Matthias K Schlotterbach; Mozelle A Morrison; Belinda Warren; [PI]
Subject: Shortlisted EOIs - SCPT CRG

Hi all,

Thanks again for your time and insights today.

As promised, below is a list of applicants we have shortlisted for CRG membership. I've also included a link to their individual submissions in the MS Teams file: [\[PI\] Shortlisted EOIs](#)

It would be great if you could have a read over with fresh eyes tomorrow please and let us know if you have any final thoughts on our proposed selection.

Accessibility

- [PI]
- [PI]

Business Advocacy

- [PI]
- [PI]

Community Interest/Action

- Tracey Goodiwin-McDonald (MTAG)
- [PI] (OSCAR)
- [PI] (SCEC)

Education

- [PI] (USC)

Health

- [PI] (SCUH)
- [PI]

Residential

South (Caloundra-Currimundi)

- [PI]
- [PI]

Central (Buddina-Birtinya)

- [PI]
- [PI]

North (Maroochydore-Mooloolaba)

- [PI]
- [PI]

Tourism

- [PI] (Visit Sunshine Coast)

Youth

PI

-
-



Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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Level 1 | 50 Wisers Road | Buderim Qld 4556
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emma.j.omara@tmr.qld.gov.au
www.tmr.qld.gov.au

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Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text Visit Sunshine Coast

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text Level 3, 8 Maroochydore Rd

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI @visitsunshinecoast.com

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice Tourism

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Tourism

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role): PI

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI I see the Sunshine Coast Mass Transit Project as a game changing project for the region as we head towards the 2032 Olympic Games. This project will have a direct impact on tourism in the Sunshine Coast and will be a legacy for the community PI for generations to come. I am drawn to the opportunity of representing the tourism industry on this CRG, this is a great opportunity for me personally and professionally through my role at Visit Sunshine Coast. I have worked closely with a range of other Sunshine Coast Council projects as the voice for Tourism in the region.

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

In my role at Visit Sunshine Coast ^{PI} I champion all industry communication and engagement with the tourism industry. I work closely with all major Sunshine Coast (and Noosa/Gympie) chambers of commerce representing the tourism industry and acting as a voice of the Industry. Through my involvement in the CRG i will amplify my engagement across the industry and assist in communicating key opportunities directly to tourism operators. I am well positioned to represent the interests and priorities of the tourism industry and act as a two way conduit for the CRG in this important project.

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

the scope of my role as ^{PI} at Visit Sunshine Coast includes:

- Champion industry communication and engagement with VSC. Promote VSC membership to better connect, communicate and engage wider tourism industry
- Facilitate a wide range of industry development programs and workshops aligned with TEQ's Best of Queensland program to develop tourism businesses on the Sunshine Coast to meet the needs and expectations of the future high value traveller.
- Support local industry to identify and develop new tourism products and experiences that are progressive and consistent with evolving needs of the tourism industry.
- Strategic direction and leadership of VSC's Visitor Servicing including Sunshine Coast's 3 accredited VICs (150+ Volunteers), VIC activations at major events and roving ambassadors at all Sunshine Coast cruise ship arrivals.
- Deliver VSCs destination management goals and vision, building momentum and delivery of the product, experience and service pipeline to meet the tourism demand for high value travellers in the future. Working proactively with all levels of government, state and tourism bodies and industry entities.

^{PI} delivering the strategic direction and governance of the organisation in accordance with the strategic, marketing and destination management plans.

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Q1 Full name

Short Text

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box

Q4 Gender identity

Select Box

Q5 Residential/business address

Short Text

Q6 Mobile

Short Text

Q7 Email

Short Text

Q8 How long have you resided on the Sunshine Coast?

Number

Q9 Which of the following groups do you identify with and represent?

Multi Choice
Accessibility
Community interest/action
Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box residential (please specify the suburb you choose to represent):

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role):

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice
Health
Community interest/action
Youth
Education

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Health

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role) PI

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice
Community interest/action
Accessibility
Health
Youth
Tourism

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Community interest/action

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box No

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI

PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text Caloundra Chamber Of Commerce & Industry Inc

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text Suite 4 & 5 74 Bulcock St

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI @caloundrachamber.com.au

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice Business advocacy
Residential (suburbs between Maroochydore and Caloundra)
Tourism
Community interest/action

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Business advocacy

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role) PI Caloundra Chamber of Commerce

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text Caloundra Chamber of Commerce is one of the largest and most active chambers in Qld. My interest is to represent the views of business on the Sunshine Coast to ensure that future transport projects continue to improve the capacity to connect our community to education, employment and leisure opportunities. The Sunshine Coast has significant issues around public transport supporting our night time and experience economies, for which I would like to share insight and evidence. Particularly I would like to represent the interests of the southern end of the Sunshine Coast, which will see the majority of the growth towards our region's predicted population of 512000 people by 2041.

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

In my role as PI I have direct access and discussion with several hundred of our business members. Furthermore we regularly interact with a large number non member businesses. This is a strong platform to bring the needs of business to the CRG and disseminate relevent information back down to community.

Our staff have both business and community facing social media platforms that we regularly communicate to our community with, as well as a biweekly electronic direct mail that is sent to over 1800 individuals.

I have a board of 8 prominent local business people who can further act as connectors to community insight and sentiment and will assist in dissemination of information through their networks.

Our chamber regularly engages in research directly with business and through Uni SC to better understand and represent business in our region.

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DDMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice
Accessibility
Business advocacy
Community interest/action
Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Community interest/action

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role): PI

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

PI

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text PI

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice Residential (suburbs between Maroochydore and Caloundra)
Business advocacy
Tourism

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box residential (please specify the suburb you choose to represent); PI

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box No

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text PI

PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

PI

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Single Checkbox

Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Community interest/action

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box No

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text PI

Q16

I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

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Q1 Full name

Short Text

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box

Q4 Gender identity

Select Box

Q5 Residential/business address

Short Text

Q6 Mobile

Short Text

Q7 Email

Short Text

Q8 How long have you resided on the Sunshine Coast?

Number

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Multi Choice
Community interest/action
Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box residential (please specify the suburb you choose to represent):

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box No

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox Yes

Released under RTI - DTMR

Q1 Full name

Short Text

PI

Q2 Organisation (if applicable)

Short Text

nil

Q3 Age range

Select Box

PI

Q4 Gender identity

Select Box

PI

Q5 Residential/business address

Short Text

PI

Q6 Mobile

Short Text

NR

Q7 Email

Short Text

PI

Q8 How long have you resided on the Sunshine Coast?

Number

PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice

- Community interest/action
- Education
- Residential (suburbs between Maroochydore and Caloundra)
- Tourism
- Youth

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box

residential (please specify the suburb you choose to represent):

PI

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box

Yes (please specify which community groups and your role):

PI

Q12 Are you a member of any lobbyist or activist groups?

Select Box

No

Q13 Please detail your interest in becoming a CRG member.

Long Text

PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

PI

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice Accessibility
Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Accessibility

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box No

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text PI



Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice
Accessibility
Residential (suburbs between Maroochydoore and Caloundra)
Business advocacy
Community interest/action
Tourism
Youth
Health
Education

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Accessibility

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role) PI

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

PI

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DTMR

Q1 Full name

Short Text

PI

Q2 Organisation (if applicable)

Short Text

Queensland Health- Sunshine Coast HHS, Sunshine Coast University Hospital

Q3 Age range

Select Box

PI

Q4 Gender identity

Select Box

PI

Q5 Residential/business address

Short Text

Sunshine Coast University Hospital, 6 Doherty St, Birtinya

Q6 Mobile

Short Text

NR

Q7 Email

Short Text

PI @health.qld.gov.au

Q8 How long have you resided on the Sunshine Coast?

Number

PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice

Health

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box

Health

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box

Yes (please specify which community groups and your role): Queensland Health

Q12 Are you a member of any lobbyist or activist groups?

Select Box

No

Q13 Please detail your interest in becoming a CRG member.

Long Text

As the PI for the Sunshine Coast Hospital and Health Service, I would very much like to contribute to this group so alignment and collaboration can occur across the planning functions of the region. My role considers population growth, services use and health projections in order to plan for public health services into the future.

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

I will represent the public health service that encompasses SCUH, Nambour Hospital, Maleny Hospital, Community centres and all other public health services across the region. Discussions will be limited though to health leaders within the SCHHS on impacts to health related issues.

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox Yes

Released under RTI - DTMR

Q1 Full name

Short Text

PI

Q2 Organisation (if applicable)

Short Text

Organisation of Sunshine Coast Association of Residents (OSCAR)

Q3 Age range

Select Box

PI

Q4 Gender identity

Select Box

PI

Q5 Residential/business address

Short Text

PI

Q6 Mobile

Short Text

NR

Q7 Email

Short Text

PI

Q8 How long have you resided on the Sunshine Coast?

Number

PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice

Community interest/action
Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box

Community interest/action

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box

Yes (please specify which community groups and your role): OSCAR PI

Q12 Are you a member of any lobbyist or activist groups?

Select Box

No

Q13 Please detail your interest in becoming a CRG member.

Long Text

1. Thirty plus years of interest and involvement in Sunshine Coast and SEQ regional land use and transport infrastructure planning and ecologically sustainable development issues via working for PI and active membership in OSCAR (recently elected to the PI)
2. Participation in OSCAR, PI and other community-based submissions and presentations on Sunshine Coast planning schemes, SEQ Regional Plans and transport infrastructure strategic planning.
3. Specific involvement in OSCAR workshops, submissions and presentation on the SCRC Mass Transit Project and proposed TMR Southern Sunshine Coast Public Transport Strategy.
4. PI am familiar with many of the land use planning and road, rail, bus and active transport infrastructure and services issues on the coast and in the hinterland, including the diversity of community expectations on these matters.
5. Considerable policy, legislation and government coordination experience in Australian and Northern Territory

Governments. Understanding of the roles and responsibilities of the three levels of government, the funding of infrastructure and services, and the conduct of public participation processes.

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

1. OSCAR communicates regularly with its members in the following ways:
 - regular Updates to members (3-4 per month) where topics of interest are presented and members encouraged to follow them. Urgent Updates re specific topics can be sent to member groups as well as the regular Updates
 - monthly meetings of Member group representatives and Associate members
 - written and oral reports prepared for current projects and CRGs and CAGs in which OSCAR is involved
 - member groups also provide written and oral reports to the monthly OSCAR meetings
 - OSCAR also organises workshops for members relating to current issues. These have included the SCRC Mass Transit project, 2 workshops on the new Sunshine Coast Planning Scheme currently being development, and one related to the recent State Housing summit
 - member group representatives are encouraged to report back to their group on matters addressed by OSCAR.
2. Regular reporting of CRG information to OSCAR member groups and the general community will be via these OSCAR monthly meetings, updates and via OSCAR's public website and Facebook page.
3. Information and advice from OSCAR member groups will guide OSCAR participation in the CRG.
4. Possible use of traditional print, radio and television media and social media platforms to convey information or viewpoints to the community on CRG matters.
5. Possibly organising or participating in public meetings or forums to disseminate information and receive public feedback for use in the CRG process.

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

1. OSCAR is a non-partisan and not-for-profit umbrella/peak organisation covering resident and community organisations on the Sunshine Coast and Noosa local government areas (LGAs) in South East Queensland.
2. OSCAR currently has 30+ member groups from the Pumicestone Passage to Noosa and from the coast to the hinterland and ranges.
3. OSCAR aims to support member organisations by:
 - (i) Advocating to local and state government and the public on policy issues that are of regional significance and of concern to our members;
 - (ii) Acting to resolve issues of strategic or region-wide relevance that are referred by member organisations;
 - (iii) Representing the member organisations on region-wide matters of interest to the community;
 - (iv) Maintaining awareness and responsiveness through frequent and regular ordinary meetings and dialogue with member organisations; and
 - (v) Practising professional, honest and ethical conduct.
4. As a recognised, well informed and active peak/umbrella community group in the Sunshine Coast and Noosa LGAs, OSCAR has applied for or has been invited to apply for representation in CRGs and CAGs of the Sunshine Coast Regional Council. OSCAR is currently participating in the SCRC Biosphere Reserve CAG, the Transport and new Planning Scheme CRGs and is regularly invited by SCRC to make submissions or presentations on Council policy, program and planning proposals.
5. At the OSCAR General Meeting on November 24, 2022 the following motion was moved and passed – "That PI be nominated to represent the Organisation Sunshine Coast Association of Residents (OSCAR) on the TMR Towards a better public transport system for the Sunshine Coast CRG." Reference was made during the discussion re the motion that PI was well suited to the position given PI participation and involvement in: presentations by SCRC officers to OSCAR meeting re the Mass Transit project; a presentation to the SCRC Mass Transit project team re issues and questions about the Mass Transit Project, participation in an OSCAR workshop on the Mass Transit project and contributing to the OSCAR submission re the same. OSCAR has made a presentation to the SCRC Transport CRG on alternative possibilities for improving public transport on the Sunshine Coast. OSCAR also made a submission to the Southern Sunshine Coast Public Transport Strategy. Any submissions made to State and/or Local Government are included on the OSCAR website and members directed to them via our regular Updates. Melva Hobson PSM President OSCAR

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Q1 Full name

Short Text

PI

Q2 Organisation (if applicable)

Short Text

Sporting Dreams Inc

Q3 Age range

Select Box

PI

Q4 Gender identity

Select Box

PI

Q5 Residential/business address

Short Text

PI

Q6 Mobile

Short Text

NR

Q7 Email

Short Text

PI

Q8 How long have you resided on the Sunshine Coast?

Number

PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice

Accessibility
Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box

Accessibility

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box

Yes (please specify which community groups and your role) PI Sporting Dreams, a Sunshine Coast-based not-for-profit organisation helping children with a disability enter sport

Q12 Are you a member of any lobbyist or activist groups?

Select Box

No

Q13 Please detail your interest in becoming a CRG member.

Long Text

Working within the disability sector, I am privy to the difficulties people with a physical disability face when wanting to use public transport. Heavy rail to Brisbane is accessible, but the buses to get to Nambour/Beerwah etc from the coast are not. Taxis are unreliable and there are too few accessible maxi taxis available to match the growth in need in the region. If I was granted a place on the CRG, I would be a spokesperson for this sector and would willingly educate others on the needs, difficulties and requirements so that their needs could be taken into consideration. I believe the needs of everyone in the community should be considered when planning such an important piece of infrastructure as the Mass Transit Project, that will service this region for decades to come. I have PI all with their own issues in terms of public transport), PI and experienced first hand the overall need for better public transport options.

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

I would expect discussions within the CRG would be confidential and any important information, including specific details, would be released to the public by a designated spokesperson through a formal statement. I have a PI [redacted] and understand the importance of committee confidentiality, embargoes and official statements. If required, I have the capacity to present suggestions and findings to the Sporting Dreams executive and members for broader feedback in terms of disability accessibility.

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

PI [redacted] I have seen first hand how integrated public transport systems work well for cities with large populations. PI [redacted] and could always get to where I wanted to go. PI [redacted] Surely by now we should have done better; we certainly know better. I would relish the opportunity to be a part of the Community Reference Group and believe I can make a valuable contribution two-fold - as a resident and disability advocate.

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DPM

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text Sunshine Coast Environment Council Inc.

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text Liaison@scec.org.au

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice Community interest/action

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Community interest/action

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role): Sunshine Coast Environment Council Liaison & Advocacy

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text A sustainable integrated, responsive and appropriate public transport system & network is critical for the Sunshine Coast's sustainability and liveability. This CRG is a natural and logical extension and scope of my role as a member of the PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text As the peak environmental advocacy group and Regional Conservation Council since 1980, the Sunshine Coast Environment Council (SCEC) is an umbrella organisation currently representing 54 member groups - a collective membership of some 7000 members with a further 4000 supporters. Our network and reach extends across this substantial membership, geographical range, the wider community and sectors

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

SCEC's evidence-based advocacy and multi-faceted representation for over 40 years has seen significant contributions to the region's natural assets and liveability. As the region continues to experience exponential population growth and popularity as a tourism destination, we must be positioned to protect and enhance the environment, sustainability and liveability values. A fit-for-purpose, appropriate and truly sustainable public transport system, in keeping with the character (and it's 'look and feel') and the outstanding and irreplaceable natural values of our region, is fundamental to maintaining and fostering liveability. This is particularly necessary in the face of reaching (and in many cases, exceeding) thresholds and tipping points. Robust, transparent and objective planning, with the underpinning principles (and obligations) of Ecological Sustainable Development, community expectations and genuine public interest should guide decisions. The future of the Sunshine Coast and the legacy of this (and inter-related) projects must be a positive and exemplary one. We have to get this right.

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice
Accessibility
Community interest/action
Residential (suburbs between Maroochydore and Caloundra)
Education
Health

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Accessibility

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role) PI

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

PI

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

PI

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DTMR

Q1 Full name

Short Text PI

Q2 Organisation (if applicable)

Short Text University of the Sunshine Coast

Q3 Age range

Select Box PI

Q4 Gender identity

Select Box PI

Q5 Residential/business address

Short Text PI

Q6 Mobile

Short Text NR

Q7 Email

Short Text PI

Q8 How long have you resided on the Sunshine Coast?

Number PI

Q9 Which of the following groups do you identify with and represent?

Multi Choice
Community interest/action
Health
Education
Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Community interest/action

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box No

Q12 Are you a member of any lobbyist or activist groups?

Select Box No

Q13 Please detail your interest in becoming a CRG member.

Long Text PI and am very concerned about the lack of infrastructure and long term planning for recreational exercise and for people who want to preserve what is left of the natural environment. Working at the University PI I'm also aware of the need for well designed transport networks that don't spoil the environment yet need to link key organisations to easily accessible rail/bus/roads. Having a decent light rail network linking key rail/bus stations to networks including main shopping centres, hospitals, the university and coastal/tourist areas is vital moving forward, especially with Olympics looming, where Sunny Coast will be hosting training teams and some events.

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text Would like a say in strategic planning, representing local people and also those in the education and health sectors

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text I'm a normal person, getting older, who wants to see more planning for recreational physical activity that fits in with the need for additional rail/road networks. We need to keep what is left of the natural beauty of this region so that means smarter planning for rail and roads, because we do need those as well

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox Yes

Released under RTI - DTMR

Q1 Full name

Short Text

Q2 Organisation (if applicable)

Short Text Sunshine Coast Mass Transit Action Group Inc (MTAG)

Q3 Age range

Select Box

Q4 Gender identity

Select Box

Q5 Residential/business address

Short Text

Q6 Mobile

Short Text

Q7 Email

Short Text masstransitsc@gmail.com

Q8 How long have you resided on the Sunshine Coast?

Number 17

Q9 Which of the following groups do you identify with and represent?

Multi Choice Community interest/action
Residential (suburbs between Maroochydore and Caloundra)

Q10 Of the groups you identified above, which do you choose to primarily represent on the CRG?

Select Box Community interest/action

Q11 Are you a member or volunteer of any community groups/organisations?

Select Box Yes (please specify which community groups and your role): MTAG

Q12 Are you a member of any lobbyist or activist groups?

Select Box Yes (please specify): MTAG

Q13 Please detail your interest in becoming a CRG member.

Long Text My involvement with this project goes back over 2 yrs when I created MTAG with the objective of ensuring the community's voice was heard on this project. Back then it was known as "Light Rail". MTAG's establishment was born out of our view that the SCRC had failed to adequately keep the community up to date in a timely manner, regarding this major project. Since inception, MTAG has grown to be an extensive grassroots community advocacy group that is speaking with and receiving feedback about the Community's thoughts on public transport on the Sunshine Coast and in particular the proposed Mass Transit plan. I personally have developed an extensive knowledge of the project having studied every document released back to 2011 and run independent market research to gauge community sentiment. I have done numerous presentations and workshops on this subject with the public and SCRC representatives as well as having ongoing dialogue with Federal, State and local government representatives. I wish to become a CRG member to continue the advocacy for the community.

Q14 Describe how you will represent and share CRG information, discussions and decisions with the community.

Long Text

As President of MTAG I have a regular dialogue with Sunshine Coast Residents, Businesses and elected public representatives both face to face and through our social media avenues. We have a large website, facebook page and direct email data base.
Through these digital platforms, we reach on average over 10,000 Sunshine Coast residents monthly. (In peak months this can climb to 20,000). We have over 60 volunteers, have letterbox dropped over 60,000 flyers, have conducted numerous online surveys, have done face to face pop up sessions at local markets and beach access points and presented at numerous community organization member meetings. It is through these mechanisms I would represent and share CRG information. (Confidential information would not be shared)

Q15 Provide any additional information you feel would be relevant for consideration.

Long Text

personal information personal information

Q16 I confirm I have read and agree to the CRG's Terms of Reference (viewable in right sidebar).

Single Checkbox

Yes

Released under RTI - DT

From: Emma J O'Mara
Sent: Thursday, 12 January 2023 4:01 PM
To: Stacey M Fenech; Mozelle A Morrison; Matthias K Schlotterbach; Belinda Warren; [PI]
Cc: [PI]
Subject: Upcoming review of Expressions of Interest for Sunshine Coast Public Transport Community Reference Group

Hi all,

Hope 2023 has been good to you so far!

Thank you for agreeing to participate in our upcoming assessment of the Expressions of Interest received for our Community Reference Group (CRG). We look forward to having you involved.

In preparation for our review of applications, I've created a MS Teams page which I'll soon give you access to which contains:

- A copy of the submissions (I will have hardcopies available for those attending the sessions in person).
- A matrix to help aid the review of submissions and decision making
- Information about the targets we will aim for to ensure the CRG reflects a balanced representation of interests, ages and genders and so on.

The assessment will be split over two sessions:

Tuesday 17 January

This session will be used to do a 'first cut'/elimination of the submissions. Matthias Schlotterbach, Mozelle Morrison, Stacey Fenech, Belinda Warren and myself will attend.

Monday 23 January

This session will be used to confirm final members for the CRG. In addition to the above, our facilitator [PI] [PI] from The Comms Team, will also be in attendance.

I'll be the scribe on both days to capture our collective thoughts and justification.

Belinda and [PI] I've arranged car parks at our office for you at 50 Wises Road – I've included a map below to show where the driveway entrance is on Darby Close. The visitor car parks are on the right before you get to the boom gate 😊

Belinda, I've booked you bay 51 on both days, and Cate has bay 50. If you get lost, please give me a call (my mobile is [NR] [PI])



Please let me know if you have any questions.

Kind regards,

Emma O'Mara

Communications Advisor | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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PO Box 1600 | Maroochydore Qld 4558
emma.j.omara@tmr.qld.gov.au

Released under RTI - DTMR

From: [James Coutts](#)
To: [Matthias K Schlotterbach](#)
Subject: RE: my draft notes on actions
Date: Friday, 11 November 2022 4:50:12 PM

Hi Matt,

Your notes of this morning's meeting are pretty consistent with mine.

Re the CRG, I think it would be good if we could be provided with the Terms of Reference and just check (discretely) with a couple of key Councillors that they're happy with them.

This would minimise the chances of any adverse reactions when CRG nominations are called for.

Cheers, James.

James Coutts | Program Director Urban Growth
Urban Growth Projects
Customer Engagement and Planning Services | Sunshine Coast Council

Phone: 07 5420 8095

Mobile: NR

Mailcode: CR17

Email: james.coutts@sunshinecoast.qld.gov.au

Website: www.sunshinecoast.qld.gov.au

Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560

Please consider the environment before printing this email

From: Matthias K Schlotterbach <Matthias.K.SCHLOTTERBACH@tmr.qld.gov.au>

Sent: Friday, 11 November 2022 1:59 PM

To: James Coutts <james.coutts@sunshinecoast.qld.gov.au>

Subject: my draft notes on actions

[SCC External Email: Use caution with links and attachments]

General

Not Relevant

- CRG – need to have council involvement/buy in. Letter from Minister to Mayor?? To be confirmed. James the team have been working through with the Council comms team and they were doing the same process as the other groups. Emma/Sally talked about getting the CRG terms of reference to Councillors for comment?? but I think we already have done this internally. Any guidance on this. confirming We now have the approval from the Minister's office to proceed with the CRG so we can go quickly now before Christmas break – this depends on how we address this item raised by Emma this morning.

Not Relevant

Not Relevant

Matthias Schlotterbach

Program Director (North Coast Public Transport) | North Coast Region
Program Delivery and Operations Branch | Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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PO Box 1600 | Maroochydore Qld 4558
matthias.k.schlotterbach@tmr.qld.gov.au
www.tmr.qld.gov.au

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From: [Leah Bancroft](#)
To: [Mozelle A Morrison](#)
Cc: [Matthias K Schlotterbach](#); [James Coutts](#); [Stacey M Fenech](#); [Emma J O'Mara](#)
Subject: MOU SCPT Business Case 4 November 2022 SCC comments
Date: Tuesday, 15 November 2022 5:13:46 PM
Attachments: Not Relevant
[CRG TOR Comments.pdf](#)

Good Afternoon Mozelle

James and I have now had a chance to brief the CEO, Mayor and Deputy Mayor on the NR [redacted] and also the Community Reference Group material.

Not Relevant

With regard to the CRG, please find attached some minor amendments for consideration if it is not too late.

Please let me know if you have any queries in relation to the information above.

Regards

Leah Bancroft

Project Manager

Urban Growth Projects

Sunshine Coast Council

M [redacted] T 07 5420 8933 | F 07 5420 8985
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W www.sunshinecoast.qld.gov.au
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Mail: Locked Bag 72 Sunshine Coast Mail Centre Qld 4560 ED24



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Released under the Official Information Act - DTMR

Released under RTI - DTMR

Sunshine Coast Public Transport (Detailed Business Case)

Community Reference Group – Terms of Reference



What is the community reference group?

The Department of Transport and Main Roads (TMR) is undertaking a detailed business case for the Sunshine Coast Public Transport project. The Project is being led by the project team ^{which} who is accountable to TMR.

TMR will establish a community reference group (CRG) for the Project. The role of the CRG is to enable community input into the Project and provide an opportunity for community issues to be discussed with and understood by the project team.

The CRG is not a decision-making body and it is not a requirement that consensus always be reached between members on issues discussed.

The creation of the CRG aims to facilitate:

- further community involvement in the Project
- community feedback and suggestions to assist with decision-making
- increased community understanding about the Project, its opportunities and constraints
- a more effective response from the project team to evolving issues and concerns.

Objectives

The primary objectives of the CRG are to:

- share local knowledge between community stakeholders and TMR and the Project team
- help aid the options refinement process for the Project
- test ideas and approaches and act as a 'sounding board' for the Project team
- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the Project within the terms of the CRG.

Membership

Membership of the CRG is on a voluntary basis, and no payment will be made for participation or anything incidental to participation in the CRG.

The CRG meetings will be chaired by an independent facilitator (Facilitator) with professional facilitation and/or negotiation skills who is appointed by TMR.

In addition to members of the local community, each CRG meeting will also include officers from TMR and members of the project team. Staff from other agencies may be invited to participate from time to time.

Elected representatives from local councils, state or federal government members or representatives will not be permitted to be a member of the CRG but will be kept informed of progress.

Selection process and appointment

Nominations for appointment to the CRG will be open to all community members who have an interest in the Project. Input will be invited by TMR from the wider community during future community engagement.

A panel, consisting of senior representatives from TMR and its Project team will consider all applications.

The panel will seek to appoint to the CRG:

- members from a range of ages and backgrounds within the project area
- members with a balance of interests including residents, community/interest groups, businesses and local facilities.

Up to 20 members will be selected to participate in the CRG and will be approved by the Minister of Transport and Main Roads. The names of those appointed to the CRG will be published on the Project webpage.

Those who are not selected will be advised they are unsuccessful and other opportunities will be available to provide feedback. If a vacancy becomes available, they may be approached to join the CRG.

TMR reserves its right to limit CRG membership numbers based on achieving a balanced approach to community viewpoints and opinions.

Membership terms

The CRG will be established for a period of 12 months, with the possibility of extension. Members agree to commit to attend at least 75 per cent of meetings over the set 12-month period.

Media liaison and social media

Individual members can share their thoughts on their personal social media channels about the Project from a personal perspective. They are also welcomed to speak to or be interviewed by media about the Project on the proviso that TMR is notified a reasonable time prior to the interview taking place. They must not act as a spokesperson on behalf of TMR or the CRG or allow any inference to be made that they are a spokesperson for TMR or the CRG or the Project. They must state that their opinions are their personal opinions only and not those of TMR, the project team, the CRG or CRG committee members.

should an actual time be specified i.e. 24 hours?

CRG members agree to not make statements relating to the views or involvement of others in the CRG or related to the Project or pertaining to any confidential or privacy related information and agree to not publicly name members of TMR's Project team or identify them in any other way.

Any breach may see the CRG member removed from the group and any breach of confidential or privacy related information may also result in personal legal consequences.

New members

If the CRG requires an appointment of a new member mid-term, TMR may seek other nominations to fill the position or may appoint an unsuccessful applicant from an earlier call from applications without calling for further nominations.

Membership resignations and vacancies

A member's position voluntarily becomes vacant once they provide their resignation in writing to SCPpublicTransport@tmr.qld.gov.au.

A position may be declared vacant if the member:

- fails to attend more than three consecutive meetings without a reasonable excuse
- breaches the CRG protocols and responsibilities listed in this Terms of Reference
- becomes an employee of the project team or TMR or a state or federal elected representative.

Participant responsibilities

A member must:

- prepare for, attend and actively participate in CRG meetings, including reviewing any meeting papers circulated in advance of the CRG meetings

- actively and respectfully engage in a professional, respectful, honest and civil manner
- share their views but also remain committed to open and shared dialogue
- respect the right to involvement and views of other members
- no electronic recording equipment, cameras or video materials ~~are permitted~~ ^{will be used} at meetings without the consent of TMR and the CRG
- maintain confidentiality and use material and information provided by TMR only for the purposes and objectives set out in these Terms of Reference.
- agree to disseminate relevant information accurately and in good faith to the group they represent, ^{where relevant}
- agree to abide by media, social media and confidentiality protocols.

Should members of the CRG not comply with these CRG Terms of Reference, continually disrupt meetings, or disrespect the rights of other members to participate, the CRG member may be asked to resign from the CRG or be asked to leave that meeting.

Operating protocols

Attendance at CRG meetings is strictly limited to those who are CRG members. Unauthorised attendees will not be approved for entry.

In the event a member is unable to attend a meeting, one proxy can be sent in their absence on the proviso that written notification is provided to TMR ^{24 hours?} prior to the meeting.

Members will be invited to nominate issues for discussion, as will the Project team, prior to each meeting.

The number of items will be ^{to be considered in a meeting} limited to allow for appropriate levels of discussion within the meeting timeframe. Agenda items not covered will be carried over to subsequent meetings, ^{managed}

If a member believes he or she may have a conflict of interest in relation to a particular issue or item of discussion, the member should immediately make this clear to TMR and may be excluded from discussion on this issue and from receiving any further material about this issue.

Frequency of meetings

The frequency of the CRG meetings will be discussed during the first CRG meeting and confirmed at the second meeting. CRG meetings will be held on a weeknight (Tuesday to Thursday) either at venues in the project area or online. It is anticipated that the meetings will run for up to two hours.

Project team

The Project team will:

- provide regular information on the progress of the Project
- where deemed reasonable by the Facilitator, arrange consultant(s) to explain technical information to the CRG and, where required, invite representatives from relevant government agencies or other individuals to attend CRG meetings as a guest
- follow-up requests for additional information and review of specific issues as requested by the CRG.

All requests and proposals from the CRG will be considered by the project team, while maintaining the right to decline, if requests and proposals are not feasible. The project team must report back to the CRG on consideration of their comments.

Dissolution of the CRG

If it is deemed by the members or by TMR that the role of the CRG is no longer required, TMR may dissolve the CRG. Any request for dissolution must demonstrate why the CRG is no longer required.

Secretariat function

TMR will provide a secretariat function for the CRG by:

- receiving and distributing issues submitted by CRG members for discussion at the next CRG meeting
- receiving and distributing any documents to be considered at the next CRG meeting
- preparing and distributing meeting agendas
- organising, facilitating and hosting CRG meetings
- keeping minutes of the CRG meetings including a record of meeting attendees, key issues raised and actions recommended or agreed to (comments from individuals will not be attributed to them and a verbatim record of the meeting will not be prepared)
- distributing the minutes to the Facilitator prior to distribution to CRG members and then to CRG members within 14 days of the meeting
- receiving any requested written changes to the minutes which will be tabled and discussed at the next meeting and adopted by the CRG if agreed.
- placing a summary of the key issues and outcomes of the meeting on TMR's online engagement page.

Dispute resolution

It is not a requirement that consensus be reached among CRG members on the issues discussed. Differing views will be noted and taken into consideration. In the event of any dispute between the CRG and TMR, the Facilitator will seek to resolve the issue in consultation with TMR.

Confidentiality

From time to time the CRG may review information not yet in the public arena and/or information which is not adopted or approved by TMR pertaining to particular privately-owned properties. In these instances, the Facilitator will advise of the requirement to maintain the confidentiality of this information. CRG members will be required to uphold this confidentiality by not taking written notes of the discussion and not discussing the topic or disclosing information concerning it outside the CRG forum.

If confidential information is disclosed or personal privacy information that may lead to the identity of any person is disclosed, the discloser may be subject to personal legal consequences.

Authority

The CRG is not a formal committee of TMR but rather a community feedback group that provides feedback and suggestions to assist the project team. It is not a decision-making body. The CRG will work together to recommend suggestions to be progressed by TMR for consideration.

Agreement

Yes, I agree to the CRG terms of reference.

Name:	
Signature	
Date:	

EMBARGOED
Released under RTI - DTMR
RELEASED

Amanda M Joseph

From: Ann-Maree Knox
Sent: Tuesday, 14 February 2023 6:28 PM
To: Stuart.Stark
Cc: Scott A Whitaker; Fiona G Lee
Subject: Fwd: SCPT CRG Terms of Reference
Attachments: COM1076_Att 2_Draft TOR.docx

Categories: Completed

Stuart,

Further to your phone conversation with Scott Whitaker this afternoon, attached is a copy of the Terms of Reference each applicant agreed to sign when applying to be part of the CRG for the Sunshine Coast Public Transport project.

The screen shots below are of the relevant sections that advise members that they can share their thoughts on their personal social media channels.

We do have a section in here about confidentiality, however, this relates more to during the action meetings and that we would advise what information is confidential and can't be shared.

Media liaison and social media

Individual members can share their thoughts on their personal social media channels about the Project from a personal perspective. They are also welcomed to speak to or be interviewed by media about the Project on the proviso that TMR is notified a reasonable time prior to the interview taking place. They must not act as a spokesperson on behalf of TMR or the CRG or allow any inference to be made that they are a spokesperson for TMR or the CRG or the Project. They must state that their opinions are their personal opinions only and not those of TMR, the project team, the CRG or CRG committee members.

CRG members agree to not make statements relating to the views or involvement of others in the CRG or related to the Project or pertaining to any confidential or privacy related information and agree to not publicly name members of TMR's Project team or identify them in any other way.

Any breach may see the CRG member removed from the group and any breach of confidential or privacy related information may also result in personal legal consequences.

Participant responsibilities

A member must:

- prepare for, attend and actively participate in CRG meetings, including reviewing any meeting papers circulated in advance of the CRG meetings
- actively and respectfully engage in a professional, respectful, honest and civil manner
- share their views but also remain committed to open and shared dialogue
- respect the right to involvement and views of other members
- no electronic recording equipment, cameras or video materials are permitted at meetings without the consent of TMR and the CRG
- maintain confidentiality and use material and information provided by TMR only for the purposes and objectives set out in these Terms of Reference.
- agree to disseminate relevant information accurately and in good faith to the group they represent
- agree to abide by media, social media and confidentiality protocols.

Should members of the CRG not comply with these CRG Terms of Reference, continually disrupt meetings, or disrespect the rights of other members to participate, the CRG member may be asked to resign from the CRG or be asked to leave that meeting.

Kind regards

Ann-Maree Knox

General Manager (**Program Delivery & Operations**)

Infrastructure Management and Delivery Division

Department of Transport and Main Roads

Floor 21 | 313 Adelaide Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4000

(07) 3066 2301 | M: NR

ann-maree.knox@tmr.qld.gov.au

www.tmr.qld.gov.au

Released under RTI - DTMR

Sunshine Coast Public Transport (Detailed Business Case)

Community Reference Group – Terms of Reference



Queensland
Government

What is the community reference group?

The Department of Transport and Main Roads (TMR) is undertaking a detailed business case for the Sunshine Coast Public Transport project. The Project is being led by the project team who is accountable to TMR.

TMR will establish a community reference group (CRG) for the Project. The role of the CRG is to enable community input into the Project and provide an opportunity for community issues to be discussed with and understood by the project team.

The CRG is not a decision-making body and it is not a requirement that consensus always be reached between members on issues discussed.

The creation of the CRG aims to facilitate:

- further community involvement in the Project
- community feedback and suggestions to assist with decision-making
- increased community understanding about the Project, its opportunities and constraints
- a more effective response from the project team to evolving issues and concerns.

Objectives

The primary objectives of the CRG are to:

- share local knowledge between community stakeholders and TMR and the Project team
- help aid the options refinement process for the Project
- test ideas and approaches and act as a 'sounding board' for the Project team
- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the Project within the terms of the CRG.

Membership

Membership of the CRG is on a voluntary basis, and no payment will be made for participation or anything incidental to participation in the CRG.

The CRG meetings will be chaired by an independent facilitator (Facilitator) with professional facilitation and/or negotiation skills who is appointed by TMR.

In addition to members of the local community, each CRG meeting will also include officers from TMR and members of the project team. Staff from other agencies may be invited to participate from time to time.

Elected representatives from local councils, state or federal government members or representatives will not be permitted to be a member of the CRG but will be kept informed of progress.

Selection process and appointment

Nominations for appointment to the CRG will be open to all community members who have an interest in the Project. Input will be invited by TMR from the wider community during future community engagement.

A panel, consisting of senior representatives from TMR and its Project team will consider all applications.

The panel will seek to appoint to the CRG:

- members from a range of ages and backgrounds within the project area
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Up to 20 members will be selected to participate in the CRG and will be approved by the Minister of Transport and Main Roads. The names of those appointed to the CRG will be published on the Project webpage.

Those who are not selected will be advised they are unsuccessful and other opportunities will be available to provide feedback. If a vacancy becomes available, they may be approached to join the CRG.

TMR reserves its right to limit CRG membership numbers based on achieving a balanced approach to community viewpoints and opinions.

Membership terms

The CRG will be established for a period of 12 months, with the possibility of extension. Members agree to commit to attend at least 75 per cent of meetings over the set 12-month period.

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New members

If the CRG requires an appointment of a new member mid-term, TMR may seek other nominations to fill the position or may appoint an unsuccessful applicant from an earlier call from applications without calling for further nominations.

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A position may be declared vacant if the member:

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- breaches the CRG protocols and responsibilities listed in this Terms of Reference
- becomes an employee of the project team or TMR or a state or federal elected representative.

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A member must:

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- agree to disseminate relevant information accurately and in good faith to the group they represent
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The Project team will:

- provide regular information on the progress of the Project
- where deemed reasonable by the Facilitator, arrange consultant(s) to explain technical information to the CRG and, where required, invite representatives from relevant government agencies or other individuals to attend CRG meetings as a guest
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All requests and proposals from the CRG will be considered by the project team, while maintaining the right to decline, if requests and proposals are not feasible. The project team must report back to the CRG on consideration of their comments.

Dissolution of the CRG

If it is deemed by the members or by TMR that the role of the CRG is no longer required, TMR may dissolve the CRG. Any request for dissolution must demonstrate why the CRG is no longer required.

Secretariat function

TMR will provide a secretariat function for the CRG by:

- receiving and distributing issues submitted by CRG members for discussion at the next CRG meeting
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Dispute resolution

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If confidential information is disclosed or personal privacy information that may lead to the identity of any person is disclosed, the discloser may be subject to personal legal consequences.

Authority

The CRG is not a formal committee of TMR but rather a community feedback group that provides feedback and suggestions to assist the project team. It is not a decision-making body. The CRG will work together to recommend suggestions to be progressed by TMR for consideration.

Agreement

Yes, I agree to the CRG terms of reference.

Name:	
Signature	
Date:	

Released under RTI - DTMR

From: [Stuart Stark](#)
To: [Scott A Whitaker](#)
Cc: [Jane E Brander](#); [TMR DLO](#); [Matt Swan](#); [Kerry Nielsen](#)
Subject: FW: BRIEFS FOR ACTION - COM1076 - Sunshine Coast Public Transport – Upcoming community engagement and market research activities
Date: Thursday, 13 October 2022 10:22:29 AM
Attachments: [COM1076 Decision Brief.docx](#)
[COM1076 Att 1 Snapshot.pdf](#)
[COM1076 Att 2 Draft TOR.docx](#)
[COM1076 Att 3 Hive.pdf](#)
[COM1076 Att 4 Social Media.docx](#)
[COM1076 Att 5 Webpage.docx](#)
[COM1076 Att 6 Advertisement.docx](#)
[COM1076 Att 7 Notification.pdf](#)
[COM1076 Att 8 NR](#)

Importance: High

Hi Scott

Grateful if you could change any references to Beerwah to Maroochydore rail extension to “Sunshine Coast Direct line”. I don’t mind if references say “(also known as CAMCOS)”. I have only, so far, noticed a reference in Att 1 but could be elsewhere.

Also – I note in ATT 4 TMR are seeking representatives from the following:

- Accessibility
- Business advocacy
- Community interest/action
- Education
- Health
- Residential (suburbs between Maroochydore and Caloundra)
- Tourism
- Youth.

Is there a reason why Indigenous is not called out? There should also be a statement around gender balance.

Happy to discuss.

Stuart

From: TMR DLO <TMR_DLO@tmr.qld.gov.au>
Sent: Wednesday, 28 September 2022 5:11 PM
To: Hannah Whittle <Hannah.Whittle@ministerial.qld.gov.au>
Cc: Kerry Nielsen <Kerry.Nielsen@ministerial.qld.gov.au>; Matt Swan <Matt.Swan@ministerial.qld.gov.au>
Subject: BRIEFS FOR ACTION - COM1076 - Sunshine Coast Public Transport – Upcoming community engagement and market research activities
Importance: High

Hi

Please find attached for approval.

Please note urgency is because a decision is requested by 7 October 2022 to allow for FOIs to be called in October '22, with an aim to have first community reference group meeting by the end of the year.

File No.	COM1076	<input checked="" type="checkbox"/> URGENT
Date:	28/09/2022	<input type="checkbox"/> COVID-19
Title/Subject: Sunshine Coast Public Transport – Upcoming community engagement and market research activities		<input type="checkbox"/> Correspondence <input checked="" type="checkbox"/> Briefing Note <input type="checkbox"/> Minister’s Constituent
<input type="checkbox"/> Advisor:		Date:
Comments:		
<input type="checkbox"/> Chief of Staff:		Date:
Comments:		

<input type="checkbox"/> Minister:		Date:
Comments:		
Further Action:		
MO Tracking	#	
Tracking	28/09 TT to HW	

Taleah Thompson

A/Departmental Liaison Officer | Cabinet, Legislation and Executive Services

Corporate Division | Governance Branch | Department of Transport and Main Roads

61 Mary Street | Brisbane Qld 4000

GPO Box 2644 | Brisbane Qld 4001

(07) 3066 4216

TMR_DLO@tmr.qld.gov.au

www.tmr.qld.gov.au

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Please consider the environment before printing this email.

**Department of Transport and Main Roads
Decision Brief
COM1076**

To: Minister for Transport and Main Roads

<p>SUBJECT: Sunshine Coast Public Transport – upcoming community engagement and market research activities</p>	<p>Urgent Decision requested by 7 October 2022 to allow expressions of interest to be called in October 2022, with an aim to have first Community Reference Group meeting by end of 2022</p>
---	--

Summary

Not Relevant

- The Department of Transport and Main Roads (TMR) is now leading the project—officially named ‘Sunshine Coast Public Transport, business case’ in the *Queensland Transport and Roads Investment Program 2022–23 to 2025–26* (Investment ID 1236359)—and is now required to review and use the options analysis report, alongside the outcomes of previous and future community feedback, to inform the DBC.
- To foster greater transparency and community involvement in the project, a Community Reference Group (CRG) is proposed to be formed to assist TMR in refining the options put forward by SCC.
- Expressions of interest to join the CRG will be called by TMR, and a further decision brief will progress to you seeking approval of CRG members. As part of this, TMR proposes to provide in-person briefings to elected representatives in the project area.

Not Relevant

<p>Action Officer: Scott Whitaker Regional Director (North Coast) Tel: 5451 7071 Date: 2 September 2022</p>	<p>Endorsed by: GM Ann-Maree Knox General Manager (Program Delivery and Operations) Tel: 3066 2301 Date: 23 September 2022</p>	<p>Endorsed by: DDG Dennis Walsh A/Deputy Director-General (Infrastructure Management and Delivery) Tel: 3066 3017 Date: 27 September 2022</p>	<p>Endorsed by: DG Julie Mitchell A/Director-General Tel: 3066 2245 Date: 28 September 2022</p>
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Recommendations

- That you approve TMR:
 - project snapshot (**Attachment 1**)
 - to establish a CRG, including:
 - the proposed CRG Terms of Reference (**Attachment 2**)
 - online content to be presented to the community via TMR's online engagement portal (The Hive) (**Attachment 3**)
 - social media content to geo-target audiences in the project area and surrounds (**Attachment 4**)
 - creation of a new project web page (**Attachment 5**)
 - radio advertisement (**Attachment 6**)
 - notifications to key stakeholders and community members (**Attachment 7**).
 - to undertake market research
 - representatives to brief key stakeholders and elected representatives within the project area, including:
 - Mr Jason Hunt MP, Member for Caloundra
 - Mr Jarrod Bleijie MP, Member for Kawana
 - Ms Fiona Simpson MP, Member for Maroochydore
 - Mr Brent Mickelberg MP, Member for Buderim
 - Mr Andrew Wallace MP, Member for Fisher
 - Mr Ted O'Brien, Member for Fairfax
 - Councillor Mark Jamieson, Mayor, SCC
 - Ms Emma Thomas, Chief Executive Officer, SCC.
- That you note:
 - a decision is requested by 7 October 2022 to allow expressions of interest to be called in October 2022, with an aim to have first Community Reference Group meeting by end of 2022
 - TMR is available to provide you with an in-person briefing to go through the detail of the approach being proposed if required.

Financial Implications

- Costs associated with this consultation will be met within the project budget allocation.

Background

Not Relevant

Not Relevant

Key Issues

Not Relevant

- Establishing a CRG will provide greater transparency and foster collaboration between TMR and the community.

Financial Implications

- There are no financial implications.

Consideration of the *Human Rights Act 2019 (HR Act)*

- The HR Act was considered when making the recommendations outlined in this brief, and there are no impacts to human rights.

Consultation with Stakeholders

Not Relevant

- The establishment of a CRG will assist TMR in refining the five options put forward by SCC. TMR anticipates that the formation of the CRG and the consultation approach will be welcomed by the community. It will also provide opportunities to promote the draft SSCPTS, including education on the integration between and benefits of both the B2M and Sunshine Coast Public Transport projects.
- A panel consisting of representatives from TMR—both at a senior level and from within and its community engagement team—will consider all expressions of interest to join the CRG. The panel will appoint members of diverse ages and backgrounds from within the project area to represent the interests of residents, community/interest groups, businesses and local facilities. TMR will also seek to engage key stakeholders who have previously raised concerns during SCC's consultation process.
- TMR intends to call for expressions of interest in October 2022 for a period of four weeks. This will be facilitated by TMR's online engagement portal (the Hive) and promoted via social media campaigning, radio advertising and direct email notification to key stakeholders.

- TMR is also seeking your approval to provide an in-person briefing to elected representatives to ensure public enquires made direct to electorate offices can be appropriately responded to.

Not Relevant

Employment

- There are no employment impacts associated with this matter.

Media

- A proposed joint media release, including quotes from yourself, the Honourable Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government, and a SCC representative, has been prepared for your consideration and will be progressed through TMR's Media Unit (MS12078).
- To maximise coverage and exposure locally, TMR requests that this is distributed to the following local media:
 - *Sunshine Coast Daily / The Courier-Mail*
 - Sunshine Coast News
 - *My Weekly Preview*
 - ABC Sunshine Coast
 - Hot 91.1FM
 - Zinc 96.1FM
 - 91.2 MixFM
 - 91.9 SeaFM
 - Seven News Sunshine Coast
 - Win News.

Election Commitments

- This matter does not relate to an election commitment.

Government Objectives

- This matter does not relate to a government objective.

Summary of Actions

- That you approve TMR:
 - project snapshot (**Attachment 1**)
 - to establish a CRG, including:
 - the proposed CRG Terms of Reference (**Attachment 2**)
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 - to undertake market research
 - representatives to brief key stakeholders and elected representatives within the project area, including:
 - Mr Hunt
 - Mr Bleijie
 - Ms Simpson

- Mr Mickelberg
 - Mr Wallace
 - Mr O'Brien
 - Councillor Jamieson
 - Ms Thomas.
- That you note:
 - a decision is requested by 7 October 2022 to allow expressions of interest to be called in October 2022, with an aim to have first Community Reference Group meeting by end of 2022
 - TMR is available to provide you with an in-person briefing to go through the detail of the approach being proposed if required.

Minister's comments:

Approved / Not Approved

Minister's signature.....

Date/...../.....

Sunshine Coast Public Transport

Project snapshot – September 2022

The Department of Transport and Main Roads (TMR) is undertaking a Detailed Business Case for an integrated public transport system for the Sunshine Coast. A Community Reference Group will be established to foster collaboration between TMR and the community.

Situation

Since 2019, Sunshine Coast Council (SCC) has continued to progress its planning for mass transit, culminating in SCC's endorsement of the Mass Transit Options Analysis for Stage 1 on 20 October 2021.

SCC's Mass Transit Options Analysis compared five options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra.

These options included:

- bus rapid transit
- light rail
- wireless light rail
- trackless tram
- a quality bus corridor.

TMR is now leading the project and is required to review and use the options analysis report, alongside the outcomes of previous and future community feedback, to inform the detailed business case (DBC) for the project.

Solution

TMR plans to establish a Community Reference Group (CRG) to provide greater transparency and foster collaboration between TMR and the community.

The CRG will be made up of representatives of around 20 members who will represent the interests of key groups within the community.

Primary objectives of the CRG are to:

- share local knowledge between community stakeholders and TMR
- help aid the options refinement process for the project
- test ideas and approaches and act as a 'sounding board' for the project team
- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the project within the terms of the CRG.

Artist's illustration



Benefits

TMR anticipates that the formation of the CRG and the consultation approach will be welcomed by the community.

It will also provide opportunities to promote the draft Southern Sunshine Coast Public Transport Strategy (SSCPTS) which this project contributes to. Further, it will provide education on the integration between and benefits of both the Beerwah to Maroochydore (B2M) rail extension and Sunshine Coast Public Transport projects.

Previous consultation

Between 28 April and 22 June 2021, SCC undertook community engagement on the Sunshine Coast Mass Transit Options Analysis. Following SCC's consultation activities in 2021, local residents and some key community groups rallied against SCC, including light rail as an option. While the project had not been formally handed to TMR at this point in time, TMR publicly maintained that it will not identify a preferred mass transit vehicle type, or if mass transit is the preferred option, until completion of the DBC.

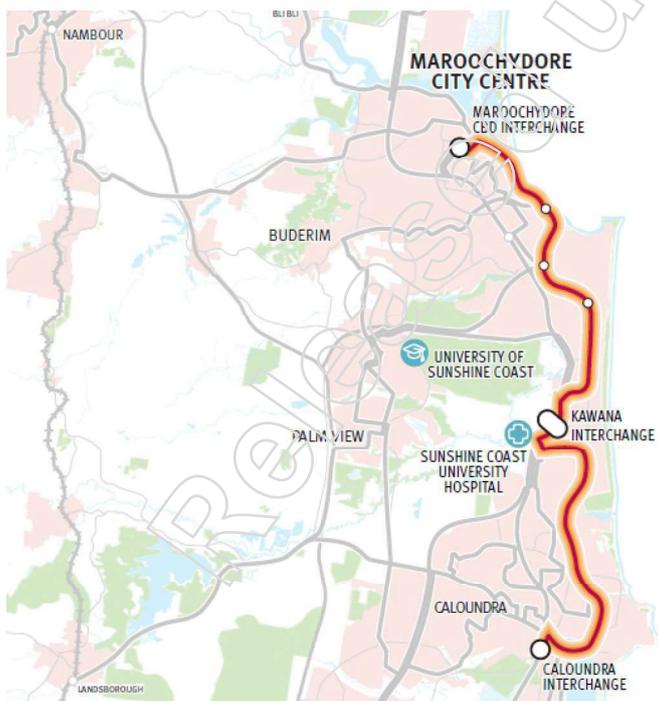
Upcoming consultation

TMR intends to call for expressions of interest for CRG membership in October 2022 for a period of four (4) weeks. This will be facilitated by TMR's online engagement portal (the HiVE) and promoted via social media campaigning, radio advertising and direct email notification to key stakeholders.

Further opportunities for feedback will be provided to the wider community as the project progresses.

Project area

The project has been identified as a strategic connector to support the coastal corridor as shown in the draft SSCPTS.



Map taken from draft SSCPTS.

Stakeholders

Minister for Transport and Main Roads, The Honourable Mark Bailey MP

Elected and government representatives:

- Mr Jason Hunt MP, Member for Caloundra
- Mr Jarrod Bleijie MP, Member for Kawana
- Ms Fiona Simpson MP, Member for Maroochydore
- Mr Brent Mickelberg MP, Member for Buderim
- Mr Andrew Wallace MP, Member for Fisher
- Mr Ted O'Brien, Member for Fairfax
- Cr Mark Jamieson, SCC Mayor
- Ms Emma Thomas, SCC Chief Executive Officer.

Target groups for CRG representation:

- Accessibility
- Business advocacy
- Community interest/action groups
- Education
- Health
- Residential (suburbs between Maroochydore and Caloundra)
- Tourism
- Youth.

Funding

The Australian and Queensland governments, along with SCC, have committed \$5 million each towards the \$15 million development of the DCB for an integrated urban public transport solution for the Sunshine Coast.

Timeframes



Released under RTI - DTMR

Sunshine Coast Public Transport (Detailed Business Case)

Community Reference Group – Terms of Reference



What is the community reference group?

The Department of Transport and Main Roads (TMR) is undertaking a detailed business case for the Sunshine Coast Public Transport project. The Project is being led by the project team who is accountable to TMR.

TMR will establish a community reference group (CRG) for the Project. The role of the CRG is to enable community input into the Project and provide an opportunity for community issues to be discussed with and understood by the project team.

The CRG is not a decision-making body and it is not a requirement that consensus always be reached between members on issues discussed.

The creation of the CRG aims to facilitate:

- further community involvement in the Project
- community feedback and suggestions to assist with decision-making
- increased community understanding about the Project, its opportunities and constraints
- a more effective response from the project team to evolving issues and concerns.

Objectives

The primary objectives of the CRG are to:

- share local knowledge between community stakeholders and TMR and the Project team
- help aid the options refinement process for the Project
- test ideas and approaches and act as a 'sounding board' for the Project team
- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the Project within the terms of the CRG.

Membership

Membership of the CRG is on a voluntary basis, and no payment will be made for participation or anything incidental to participation in the CRG.

The CRG meetings will be chaired by an independent facilitator (Facilitator) with professional facilitation and/or negotiation skills who is appointed by TMR.

In addition to members of the local community, each CRG meeting will also include officers from TMR and members of the project team. Staff from other agencies may be invited to participate from time to time.

Elected representatives from local councils, state or federal government members or representatives will not be permitted to be a member of the CRG but will be kept informed of progress.

Selection process and appointment

Nominations for appointment to the CRG will be open to all community members who have an interest in the Project. Input will be invited by TMR from the wider community during future community engagement.

A panel, consisting of senior representatives from TMR and its Project team will consider all applications.

The panel will seek to appoint to the CRG:

- members from a range of ages and backgrounds within the project area
- members with a balance of interests including residents, community/interest groups, businesses and local facilities.

Up to 20 members will be selected to participate in the CRG and will be approved by the Minister of Transport and Main Roads. The names of those appointed to the CRG will be published on the Project webpage.

Those who are not selected will be advised they are unsuccessful and other opportunities will be available to provide feedback. If a vacancy becomes available, they may be approached to join the CRG.

TMR reserves its right to limit CRG membership numbers based on achieving a balanced approach to community viewpoints and opinions.

Membership terms

The CRG will be established for a period of 12 months, with the possibility of extension. Members agree to commit to attend at least 75 per cent of meetings over the set 12-month period.

Media liaison and social media

Individual members can share their thoughts on their personal social media channels about the Project from a personal perspective. They are also welcomed to speak to or be interviewed by media about the Project on the proviso that TMR is notified a reasonable time prior to the interview taking place. They must not act as a spokesperson on behalf of TMR or the CRG or allow any inference to be made that they are a spokesperson for TMR or the CRG or the Project. They must state that their opinions are their personal opinions only and not those of TMR, the project team, the CRG or CRG committee members.

CRG members agree to not make statements relating to the views or involvement of others in the CRG or related to the Project or pertaining to any confidential or privacy related information and agree to not publicly name members of TMR's Project team or identify them in any other way.

Any breach may see the CRG member removed from the group and any breach of confidential or privacy related information may also result in personal legal consequences.

New members

If the CRG requires an appointment of a new member mid-term, TMR may seek other nominations to fill the position or may appoint an unsuccessful applicant from an earlier call from applications without calling for further nominations.

Membership resignations and vacancies

A member's position voluntarily becomes vacant once they provide their resignation in writing to SCPublicTransport@tmr.qld.gov.au.

A position may be declared vacant if the member:

- fails to attend more than three consecutive meetings without a reasonable excuse
- breaches the CRG protocols and responsibilities listed in this Terms of Reference
- becomes an employee of the project team or TMR or a state or federal elected representative.

Participant responsibilities

A member must:

- prepare for, attend and actively participate in CRG meetings, including reviewing any meeting papers circulated in advance of the CRG meetings
- actively and respectfully engage in a professional, respectful, honest and civil manner
- share their views but also remain committed to open and shared dialogue
- respect the right to involvement and views of other members
- no electronic recording equipment, cameras or video materials are permitted at meetings without the consent of TMR and the CRG
- maintain confidentiality and use material and information provided by TMR only for the purposes and objectives set out in these Terms of Reference.
- agree to disseminate relevant information accurately and in good faith to the group they represent
- agree to abide by media, social media and confidentiality protocols.

Should members of the CRG not comply with these CRG Terms of Reference, continually disrupt meetings, or disrespect the rights of other members to participate, the CRG member may be asked to resign from the CRG or be asked to leave that meeting.

Operating protocols

Members will be invited to nominate issues for discussion, as will the Project team, prior to each meeting.

The number of items will be limited to allow for appropriate levels of discussion within the meeting timeframe. Agenda items not covered will be carried over to subsequent meetings.

If a member believes he or she may have a conflict of interest in relation to a particular issue or item of discussion, the member should immediately make this clear to TMR and may be excluded from discussion on this issue and from receiving any further material about this issue.

Frequency of meetings

The frequency of the CRG meetings will be discussed during the first CRG meeting and confirmed at the second meeting. CRG meetings will be held on a weeknight (Tuesday to Thursday) either at venues in the project area or online. It is anticipated that the meetings will run for up to two hours.

Project team

The Project team will:

- provide regular information on the progress of the Project
- where deemed reasonable by the Facilitator, arrange consultant(s) to explain technical information to the CRG and, where required, invite representatives from relevant government agencies or other individuals to attend CRG meetings as a guest
- follow-up requests for additional information and review of specific issues as requested by the CRG.

All requests and proposals from the CRG will be considered by the project team, while maintaining the right to decline, if requests and proposals are not feasible. The project team must report back to the CRG on consideration of their comments.

Dissolution of the CRG

If it is deemed by the members or by TMR that the role of the CRG is no longer required, TMR may dissolve the CRG. Any request for dissolution must demonstrate why the CRG is no longer required.

Secretariat function

TMR will provide a secretariat function for the CRG by:

- receiving and distributing issues submitted by CRG members for discussion at the next CRG meeting
- receiving and distributing any documents to be considered at the next CRG meeting
- preparing and distributing meeting agendas
- organising, facilitating and hosting CRG meetings
- keeping minutes of the CRG meetings including a record of meeting attendees, key issues raised and actions recommended or agreed to (comments from individuals will not be attributed to them and a verbatim record of the meeting will not be prepared)
- distributing the minutes to the Facilitator prior to distribution to CRG members and then to CRG members within 14 days of the meeting
- receiving any requested written changes to the minutes which will be tabled and discussed at the next meeting and adopted by the CRG if agreed.
- placing a summary of the key issues and outcomes of the meeting on TMR's online engagement page.

Dispute resolution

It is not a requirement that consensus be reached among CRG members on the issues discussed. Differing views will be noted and taken into consideration. In the event of any dispute between the CRG and TMR, the Facilitator will seek to resolve the issue in consultation with TMR.

Confidentiality

From time to time the CRG may review information not yet in the public arena and/or information which is not adopted or approved by TMR pertaining to particular privately-owned properties. In these instances, the Facilitator will advise of the requirement to maintain the confidentiality of this information. CRG members will be required to uphold this confidentiality by not taking written notes of the discussion and not discussing the topic or disclosing information concerning it outside the CRG forum.

If confidential information is disclosed or personal privacy information that may lead to the identity of any person is disclosed, the discloser may be subject to personal legal consequences.

Authority

The CRG is not a formal committee of TMR but rather a community feedback group that provides feedback and suggestions to assist the project team. It is not a decision-making body. The CRG will work together to recommend suggestions to be progressed by TMR for consideration.

Agreement

Yes, I agree to the CRG terms of reference.

Name:	
Signature	
Date:	

Released under RTI - DTMR

Sunshine Coast public transport

Express your interest to join a Community Reference Group



Home

Join the Department of Transport and Main Roads (TMR) on a journey towards a better public transport system for the Sunshine Coast

The Sunshine Coast is a highly desired place to live, work, play and grow. Home to 393,000 locals and enjoyed by more than 3.8 million holidaymakers every year. Locals and visitors combined make more than 1.1 million trips each day.

A fresh approach is needed to provide more convenient, sustainable and accessible travel options, shifting towards a better public transport system that connects everyone.

Project overview

In line with the draft Southern Sunshine Coast Public Transport Strategy, TMR is undertaking a detailed business case (DBC) for an integrated public transport system for the Sunshine Coast. This work will build on the Sunshine Coast Mass Transit Project undertaken by Sunshine Coast Council (SCC). SCC's Mass Transit Options Analysis, endorsed on 20 October 2021, compared 5 options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra. These options included:

- bus rapid transit
- light rail
- wireless light rail
- trackless tram
- quality bus corridor.

TMR is now reviewing and using SCC's Mass Transit Options Analysis report, alongside the outcomes of previous and future community feedback, to narrow down the public transport options to progress to DBC.

Community Reference Group

A Community Reference Group (CRG) is being formed to better understand key issues, encourage community input, and foster greater collaboration and transparency.

TMR recognises that the Sunshine Coast is diverse and so too are its travel requirements. It's important the needs of everyone in the community are carefully weighed up when it comes to considering options for a public transport system.

TMR is currently seeking expressions of interest from members of diverse ages and backgrounds located within the project area (between Maroochydore and Caloundra) to represent the interests of the following groups:

- accessibility
- business advocacy
- community interest/action
- education
- health
- residential (suburbs between Maroochydore and Caloundra)
- tourism
- youth

Numbers are limited and membership is voluntary and unpaid. For full details, please refer to the Terms of Reference (located on right sidebar).

Further opportunities for feedback will be provided to the wider community as the project progresses.

Express your interest

Open

Sign up to complete the application below and express your interest to become a CRG member. Submissions close date xxx

Personal details

Full name Required

Organisation (if applicable)

Age range Required

Gender identity Required

Residential/business address Required

Mobile Required

Email Required

Interests and disclosures

Which of the following groups do you identify with and represent? Required

- Accessibility
- Active transport
- Business advocacy
- Development
- Environment
- Education
- Employment
- Residential (Maroochydore, Alexandra Headlands, Mooloolaba, Minyama, Buddina, Warana, Warilla, Springwood, Binya and Caloundra suburbs)
- Tourism and hospitality
- Youth

Of the groups you identified above, which do you choose to primarily represent on the CRG? Required

Are you a member or volunteer of any community groups/organisations? Required

Are you a member of any lobbyist or activist groups? Optional

Please detail your interest in becoming a CRG member. Required

Describe how you will represent and share CRG information, discussions and decisions with the community. Required

Please provide any additional information that you feel would be relevant for consideration.

Terms of Reference

I confirm I have read and agree to the CRG's Terms of Reference (viewable in sidebar). Required

Submit

Open

Register for updates

First name Required

Last name Required

Email Required

Mobile

Submit

Timeline

- Early October 2022 - Submissions for CRG open
- Late October/early November 2022 - Submissions for CRG close
- Late 2022 - CRG membership announced

See less

Terms of Reference

Community Reference Group - Terms of Reference PDF (100.78 KB)

Contact us

Have a question or want to learn more about the project? Contact us below:

- Phone (07) 5432 7055
- Email SCPublicTransport@tmr.qld.gov.au
- Website tmr.qld.gov.au
- Mailing Sunshine Coast Public Transport Department of Transport and Main Roads PO Box 1600 MAROOCHYDORE QLD 4550

Social media posts

Project: Sunshine Coast Public Transport, business case

Geotargeting: 4551, 4575, 4557, 4572, 4558

Target Audience: Males and females aged 18+

Location: Caloundra, Caloundra West, Baringa, Aroona, Battery Hill, Dicky Beach, Golden Beach, Pelican Waters, Little Mountain, Kings Beach, Shelly Beach, Currimundi, Wurtulla, Meridan Plains, Birtinya, Bokarina, Warana, Parrearra, Buddina, Minyama, Mountain Creek, Mooloolaba, Alexandra Headland, Maroochydore

Spend: \$1000 (Facebook) and \$500 (LinkedIn)

Project WBS: 52-01236359.O.CO.3.7

Facebook:

TMR is on a journey towards a better public transport system for the Sunshine Coast and we want you along for the ride!

Join a Community Reference Group to better understand key issues, encourage input, and foster greater collaboration and transparency.

The Group will play a key role in shaping potential transport options to help make the shift towards sustainable travel choices, better connected communities, reducing the time spent in travel and our high reliance on cars.

If you're passionate about your local community, click the link for more information and to express your interest.

<Hive page URL>

Applications close on **X** Month 2022.

LinkedIn:

TMR is seeking Sunshine Coast locals to join us on the journey towards a better public transport system.

A Community Reference Group will be established by TMR to better understand key issues, encourage input, and foster greater collaboration and transparency.

You'll play a key role in shaping potential transport options to help make the shift towards sustainable travel choices, better connected communities, reducing the overall time spent in travel and the high dependence on cars.

TMR recognises the Sunshine Coast Region is diverse and so are its travel requirements. TMR is seeking a broad representation from the following groups:

- Accessibility
- Business advocacy
- Community interest/action
- Education
- Health
- Residential (suburbs between Maroochydore and Caloundra)
- Tourism
- Youth.

If you're passionate about your local community, click the link for more information and to express your interest.

<Hive page URL>

Applications close on X Month 2022.

Released under RTI - DTMR

Project Page content template – PDO Branch

(note program pages require different information)

* Indicates the field is Mandatory. The page will not be progressed or reviewed without this information.

Note: characters are individual letters, numbers or punctuation that take up 1 space. The template is customised to a specific amount of space so maximum number of characters needs to be adhered to otherwise webpage format will be impacted.

Page section	Details
Project name*	Max. 85 characters
	Sunshine Coast public transport, business case
Location*	Max. 100 characters
	N/A
Timing*	Max. 100 characters
	A detailed business case has commenced and is expected for completion by mid-2025.
Introduction*	Max. 150 characters
	The department is undertaking a detailed business case for an improved public transport system for the Sunshine Coast.
Project overview*	This work builds on the Sunshine Coast Mass Transit Project undertaken by Sunshine Coast Council (SCC). SCC's Mass Transit Options Analysis, endorsed on 20 October 2021, compared five options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra. These options included: <ul style="list-style-type: none"> • bus rapid transit • light rail • wireless light rail • trackless tram • quality bus corridor.
	The department is now leading the project and is reviewing and using the options analysis report, alongside the outcomes of previous and future community feedback, to refine the options and inform the detailed business case.
	The project contributes to the draft Southern Sunshine Coast Public Transport Strategy which sets out TMR's vision for a future public transport system for the southern Sunshine Coast area. The project has been identified as a strategic connector to support the coastal corridor.

Commented [E01]: Hyperlink to <https://www.tmr.qld.gov.au/projects/draft-southern-sunshine-coast-public-transport-strategy>

Current as at 27.5.2022

- 1 -

Key features	The project aims to help: <ul style="list-style-type: none"> - Make the shift towards more sustainable travel choices - Better connect communities - Reduce time spent in travel - Reduce the high dependence on cars.
Web writing style guide section 9.2.3 or 9.3	
Benefits* To be checked and matched with Australian Government Infrastructure Investment Program website for jointly funded projects https://investment.infrastructure.gov.au	<input type="checkbox"/> Returns local roads <input type="checkbox"/> Improves safety <input type="checkbox"/> Increases capacity <input checked="" type="checkbox"/> Improves network efficiency <input checked="" type="checkbox"/> Increases traffic flow <input checked="" type="checkbox"/> Reduces peak hour congestion <input type="checkbox"/> Reduces interchange queuing <input type="checkbox"/> Improves flood immunity <input type="checkbox"/> Better road access <input type="checkbox"/> Increases car parks <input checked="" type="checkbox"/> Accessibility <input checked="" type="checkbox"/> Reduces travel time <input checked="" type="checkbox"/> Contributes to economy <input type="checkbox"/> Contributes to regional growth <input checked="" type="checkbox"/> Better active transport <input type="checkbox"/> Reduces maintenance <input type="checkbox"/> Improves ride quality
Current status*	A Community Reference Group is being formed by TMR to help refine the five options put forward by SCC as part of its Mass Transit Options Analysis.
Additional information	
Content owner* (Who is responsible for accuracy of the content)	Matthias Schlotterbach
Metadata* (keywords)	Sunshine Coast Public Transport, Sunshine Coast Mass Transit
Metadata* (description)	The department is undertaking a detailed business case for a public transport system for the Sunshine Coast.
Project type (used for site navigation and search filter)	Select one. Variations not permitted: <ul style="list-style-type: none"> <input type="checkbox"/> Infrastructure <input type="checkbox"/> Marine <input checked="" type="checkbox"/> Transport <input type="checkbox"/> Bus

Current as at 27.5.2022

- 2 -

	<input type="checkbox"/> Cycling
Status*	<input checked="" type="checkbox"/> Planning <input type="checkbox"/> Procurement <input type="checkbox"/> Detailed design <input type="checkbox"/> Pre-construction <input type="checkbox"/> Construction <input type="checkbox"/> Completed
Region*	North Coast
District*	N/A
Program name for tagging	Official program name only
	N/A
Funding*	Max. 200 characters
	The planning project is jointly funded by the Australian Government, Queensland Government and Sunshine Coast Council Investment ID 1236359
If not QTRIP funded	N/A
Funding total*	\$15 million
Funding – Australian Government	\$5 million
Funding – Queensland Government	\$5 million
Funding – Local Government	\$5 million
Related TMR projects	https://www.tmr.qld.gov.au/projects/draft-southern-sunshine-coast-public-transport-strategy https://www.tmr.qld.gov.au/projects/beerwah-to-maroochydore-rail-extension-planning
Contact us*	scpublictransport@tmr.qld.gov.au (07) 5451 7055 Department of Transport and Main Roads PO Box 1600 Maroochydore QLD 4558
Project update*	Heading: Max. 65 characters
	Body text: Max. 200 characters
This section should to be like a latest news feed	Description: Max. 200 characters
Frequently Asked Questions (FAQs)/Q&A section	N/A

Current as at 27.5.2022

- 3 -

Separate page to be developed – linked from 'Project overview' area	
Media assets (images, maps, other non-text elements).	N/A
YouTube Video	N/A
Consultation	
Get Involved	Between x and x, we are welcoming expressions of interest to join a Community Reference Group for the project. To view the Terms of Reference or to make your submission, click here .
Sustainability	We are committed to the implementation of sustainability principles for the Sunshine Coast public transport project aligned to the TMR Strategic Plan 2019-2023 objectives to be Accessible, Safe, Responsive, Efficient and Sustainable.
ISC Rating	
Short URL	No acronyms or abbreviations to be used – can apply through: SCO
	www.tmr.qld.gov.au/scpublictransport
Mins/Departmental Announcement	Pending release of MS12078 announcing call for EOis for CRG.

Commented [EJO2]: Link to Hive page

Web writing style

When preparing web copy you must use follow the [Queensland Government Web writing and style guide](#).

In most cases, consider web content as a conversation with your target audience rather than a static information library. To best meet the customer needs, our content needs to be interesting, helpful and engaging rather than just information and instructions.

To build rapport and engagement with your target audience, ensure language is used is friendly, conversational and helpful use 'we' or 'us' (don't use TMR or variants of this). Refer to the Queensland Web writing style guide section 8.

Specific terms

Approved term	Do not use
We, us	TMR, the department, Transport and Main Roads, Department of Transport and Main Roacs
Queensland Government	State government
Australian Government	Feds, Federal
Queensland and Australian governments	Queensland and Australian Governments
park 'n' ride	Park n ride
centre line	centreline, centre-line

Web writing tips

- Use plain English and the reading age of year 9 (ideally lower to meet accessibility requirements) e.g. use the word 'do' instead of 'undertake'.
- Measurement – abbreviate units of measure and no space between the number and unit e.g. 25km.
- Acronyms – avoid using acronyms unless necessary, especially uncommon acronyms and those used internally by TMR. Using acronyms impacts the findability of content via search engines and potentially decrease the readability of content and accessibility compliance. Web analytics validate acronyms are rarely used by the public to find this content. Common road names are used to find information about projects.
- FAQs – in most cases FAQ format is not a best practice web content practice. Information about the project should be written as correctly formed web content and included in a section on the web page.
- Use active voice not passive voice.

Target stations

- Mix FM
- Sea FM

Approximate spend: \$4,000 over 2 weeks

Target audience

- Male and female
- 18 – 65+
- Caloundra to Maroochydore + surrounds

Radio script

Transport and Main Roads is on a journey towards a better public transport system for the Sunshine Coast and wants you along for the ride!

You're invited to join a Community Reference Group to better understand key issues, encourage input, and foster greater collaboration and transparency.

You'll play a key role in shaping potential transport options to help make the shift towards sustainable travel choices, better connected communities, reducing the time spent in travel and our high reliance on cars.

If you're passionate about your local community, Transport and Main Roads wants to hear from you!

Visit www.tmr.qld.gov.au and search 'Sunshine Coast public transport'

Released under FOI - DTMR

From: Department of Transport and Main Roads <SCPublicTransport@tmr.qld.gov.au>
Sent: Monday, 12 September 2022 1:43 PM
To: Emma J O'Mara
Subject: [TEST] Join the journey towards a better public transport system for the Sunshine Coast

Having trouble viewing this email? [View Online](#)

Department of Transport and Main Roads

Join the Department of Transport and Main Roads (TMR) on a journey towards a better public transport system for the Sunshine Coast



The Sunshine Coast is a highly desired place to live, work, play and grow, home to 393,000 locals and enjoyed by more than 3.6 million holidaymakers every year. Locals and visitors combined make more than 1.1 million trips each day.

A fresh approach is needed to provide more convenient, sustainable and accessible travel options, shifting towards a better public transport system that connects everyone.

What we're doing

In line with the draft **Southern Sunshine Coast Public Transport Strategy**, TMR is undertaking a detailed business case (DBC) for an integrated public transport system for the Sunshine Coast.

This work will build on the **Sunshine Coast Mass Transit Project** undertaken by **Sunshine Coast Council** (SCC). SCC's Mass Transit Options Analysis, endorsed on 20 October 2021, compared 5 options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra. These options included:

- bus rapid transit
- light rail
- wireless light rail

- trackless tram
- quality bus corridor.

TMR is now reviewing and using **SCC's Mass Transit Options Analysis report**, alongside the outcomes of previous and future community feedback, to narrow down the public transport options to progress to DBC.

Join the Sunshine Coast Public Transport Community Reference Group

TMR wants to understand key issues, encourage community input, and foster greater collaboration and transparency, which is why a Community Reference Group (CRG) is being created.

The Sunshine Coast is diverse and so are its travel requirements. It's important the needs of everyone in the community are carefully weighed up when it comes to considering options for a public transport system.

Expressions of interest are now open to members of the Sunshine Coast community. People with diverse ages and backgrounds located within the project area (between Maroochydore and Caloundra) are encouraged to be a part of the CRG and represent the interests of the following groups:

- accessibility
- business advocacy
- community interest/action
- education
- health
- residential (suburbs between Maroochydore and Caloundra)
- tourism
- youth

Numbers are limited and CRG membership is voluntary and unpaid.

Further opportunities for feedback will be provided to the wider community as the project progresses.

[Click to read more and apply](#)

Spread the word

It is important the CRG represents an equal cross-section of the community. You are encouraged to circulate this email or 'share' TMR's Facebook post with others who may be interested in this opportunity.

Contact us

If you require further information about the project, please contact the Sunshine Coast Public Transport project team.

Call: (07) 5451 7055 (Monday to Friday, 8.30am - 5.00pm)

Email: SCPublicTransport@tmr.qld.gov.au

Post: Sunshine Coast Public Transport
Department of Transport and Main Roads

PO Box 1600
Maroochydore Qld 4558

This email was sent by North Coast and Wide Bay/Burnett Region, Department of Transport and Main Roads, 12 First Avenue, Maroochydore, Queensland 4558, Australia to emma.j.omara@tmr.qld.gov.au

[Unsubscribe](#)



**Queensland
Government**

Released under RTI - DTMR

Fiona G Lee

From: Ann-Maree Knox
Sent: Thursday, 23 February 2023 9:46 AM
To: Stuart.Stark
Subject: Sunshine Coast Public Transport Community Reference Group
Attachments: COM1076_Att 2_Draft TOR.docx; COM1126_Att 8_Selection rationale.docx

Stuart,

See attached Terms of Reference for the group (COM1076_Att 2). This states that the CRG will be established for a period of 12 months with possible extension. Remit is also included in the attached and as follows:

What is the community reference group?

The Department of Transport and Main Roads (TMR) is undertaking a detailed business case for the Sunshine Coast Public Transport project. The Project is being led by the project team who is accountable to TMR.

TMR will establish a community reference group (CRG) for the Project. The role of the CRG is to enable community input into the Project and provide an opportunity for community issues to be discussed with and understood by the project team.

The CRG is not a decision-making body and it is not a requirement that consensus always be reached between members on issues discussed.

The creation of the CRG aims to facilitate:

- further community involvement in the Project
- community feedback and suggestions to assist with decision-making
- increased community understanding about the Project, its opportunities and constraints
- a more effective response from the project team to evolving issues and concerns.

Objectives

The primary objectives of the CRG are to:

- share local knowledge between community stakeholders and TMR and the Project team
- help aid the options refinement process for the Project
- test ideas and approaches and act as a 'sounding board' for the Project team

- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the Project within the terms of the CRG.

Rationale for selection of the members is also attached and details the reasoning for the appointments. (COM1126_Att 8)

Ann-Maree Knox

General Manager (Program Delivery & Operations)
Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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Sunshine Coast Public Transport (Detailed Business Case)

Community Reference Group – Terms of Reference



What is the community reference group?

The Department of Transport and Main Roads (TMR) is undertaking a detailed business case for the Sunshine Coast Public Transport project. The Project is being led by the project team who is accountable to TMR.

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- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the Project within the terms of the CRG.

Membership

Membership of the CRG is on a voluntary basis, and no payment will be made for participation or anything incidental to participation in the CRG.

The CRG meetings will be chaired by an independent facilitator (Facilitator) with professional facilitation and/or negotiation skills who is appointed by TMR.

In addition to members of the local community, each CRG meeting will also include officers from TMR and members of the project team. Staff from other agencies may be invited to participate from time to time.

Elected representatives from local councils, state or federal government members or representatives will not be permitted to be a member of the CRG but will be kept informed of progress.

Selection process and appointment

Nominations for appointment to the CRG will be open to all community members who have an interest in the Project. Input will be invited by TMR from the wider community during future community engagement.

A panel, consisting of senior representatives from TMR and its Project team will consider all applications.

The panel will seek to appoint to the CRG:

- members from a range of ages and backgrounds within the project area
- members with a balance of interests including residents, community/interest groups, businesses and local facilities.

Up to 20 members will be selected to participate in the CRG and will be approved by the Minister of Transport and Main Roads. The names of those appointed to the CRG will be published on the Project webpage.

Those who are not selected will be advised they are unsuccessful and other opportunities will be available to provide feedback. If a vacancy becomes available, they may be approached to join the CRG.

TMR reserves its right to limit CRG membership numbers based on achieving a balanced approach to community viewpoints and opinions.

Membership terms

The CRG will be established for a period of 12 months, with the possibility of extension. Members agree to commit to attend at least 75 per cent of meetings over the set 12-month period.

Media liaison and social media

Individual members can share their thoughts on their personal social media channels about the Project from a personal perspective. They are also welcomed to speak to or be interviewed by media about the Project on the proviso that TMR is notified a reasonable time prior to the interview taking place. They must not act as a spokesperson on behalf of TMR or the CRG or allow any inference to be made that they are a spokesperson for TMR or the CRG or the Project. They must state that their opinions are their personal opinions only and not those of TMR, the project team, the CRG or CRG committee members.

CRG members agree to not make statements relating to the views or involvement of others in the CRG or related to the Project or pertaining to any confidential or privacy related information and agree to not publicly name members of TMR's Project team or identify them in any other way.

Any breach may see the CRG member removed from the group and any breach of confidential or privacy related information may also result in personal legal consequences.

New members

If the CRG requires an appointment of a new member mid-term, TMR may seek other nominations to fill the position or may appoint an unsuccessful applicant from an earlier call from applications without calling for further nominations.

Membership resignations and vacancies

A member's position voluntarily becomes vacant once they provide their resignation in writing to SCPublicTransport@tmr.qld.gov.au.

A position may be declared vacant if the member:

- fails to attend more than three consecutive meetings without a reasonable excuse
- breaches the CRG protocols and responsibilities listed in this Terms of Reference
- becomes an employee of the project team or TMR or a state or federal elected representative.

Participant responsibilities

A member must:

- prepare for, attend and actively participate in CRG meetings, including reviewing any meeting papers circulated in advance of the CRG meetings
- actively and respectfully engage in a professional, respectful, honest and civil manner
- share their views but also remain committed to open and shared dialogue
- respect the right to involvement and views of other members
- no electronic recording equipment, cameras or video materials are permitted at meetings without the consent of TMR and the CRG
- maintain confidentiality and use material and information provided by TMR only for the purposes and objectives set out in these Terms of Reference.
- agree to disseminate relevant information accurately and in good faith to the group they represent
- agree to abide by media, social media and confidentiality protocols.

Should members of the CRG not comply with these CRG Terms of Reference, continually disrupt meetings, or disrespect the rights of other members to participate, the CRG member may be asked to resign from the CRG or be asked to leave that meeting.

Operating protocols

Members will be invited to nominate issues for discussion, as will the Project team, prior to each meeting.

The number of items will be limited to allow for appropriate levels of discussion within the meeting timeframe. Agenda items not covered will be carried over to subsequent meetings.

If a member believes he or she may have a conflict of interest in relation to a particular issue or item of discussion, the member should immediately make this clear to TMR and may be excluded from discussion on this issue and from receiving any further material about this issue.

Frequency of meetings

The frequency of the CRG meetings will be discussed during the first CRG meeting and confirmed at the second meeting. CRG meetings will be held on a weeknight (Tuesday to Thursday) either at venues in the project area or online. It is anticipated that the meetings will run for up to two hours.

Project team

The Project team will:

- provide regular information on the progress of the Project
- where deemed reasonable by the Facilitator, arrange consultant(s) to explain technical information to the CRG and, where required, invite representatives from relevant government agencies or other individuals to attend CRG meetings as a guest
- follow-up requests for additional information and review of specific issues as requested by the CRG.

All requests and proposals from the CRG will be considered by the project team, while maintaining the right to decline, if requests and proposals are not feasible. The project team must report back to the CRG on consideration of their comments.

Dissolution of the CRG

If it is deemed by the members or by TMR that the role of the CRG is no longer required, TMR may dissolve the CRG. Any request for dissolution must demonstrate why the CRG is no longer required.

Secretariat function

TMR will provide a secretariat function for the CRG by:

- receiving and distributing issues submitted by CRG members for discussion at the next CRG meeting
- receiving and distributing any documents to be considered at the next CRG meeting
- preparing and distributing meeting agendas
- organising, facilitating and hosting CRG meetings
- keeping minutes of the CRG meetings including a record of meeting attendees, key issues raised and actions recommended or agreed to (comments from individuals will not be attributed to them and a verbatim record of the meeting will not be prepared)
- distributing the minutes to the Facilitator prior to distribution to CRG members and then to CRG members within 14 days of the meeting
- receiving any requested written changes to the minutes which will be tabled and discussed at the next meeting and adopted by the CRG if agreed.
- placing a summary of the key issues and outcomes of the meeting on TMR's online engagement page.

Dispute resolution

It is not a requirement that consensus be reached among CRG members on the issues discussed. Differing views will be noted and taken into consideration. In the event of any dispute between the CRG and TMR, the Facilitator will seek to resolve the issue in consultation with TMR.

Confidentiality

From time to time the CRG may review information not yet in the public arena and/or information which is not adopted or approved by TMR pertaining to particular privately-owned properties. In these instances, the Facilitator will advise of the requirement to maintain the confidentiality of this information. CRG members will be required to uphold this confidentiality by not taking written notes of the discussion and not discussing the topic or disclosing information concerning it outside the CRG forum.

If confidential information is disclosed or personal privacy information that may lead to the identity of any person is disclosed, the discloser may be subject to personal legal consequences.

Authority

The CRG is not a formal committee of TMR but rather a community feedback group that provides feedback and suggestions to assist the project team. It is not a decision-making body. The CRG will work together to recommend suggestions to be progressed by TMR for consideration.

Agreement

Yes, I agree to the CRG terms of reference.

Name:	
Signature	
Date:	

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Interest group	Name / Organisation	Rationale for selection
Accessibility	PI [redacted] Sporting Dreams Inc.	PI [redacted] deals with people with a range of disabilities including children. The panel believes PI [redacted] experience and insights through PI [redacted] work at Sporting Dreams Inc, and representing a larger organisation/group, will benefit the Community Reference Group (CRG).
	PI [redacted] Individual	PI [redacted]
Business Advocacy	PI [redacted] Caloundra Chamber of Commerce and Industry Inc.	PI [redacted] represents Caloundra Chamber of Commerce and Industry PI [redacted] has an interest in future transport projects that will help improve connectivity in the local community, and unlock new opportunities for various industries. PI [redacted] is passionate about ensuring infrastructure can accommodate the region's future growth. While PI [redacted] represents the business community at the southern end of the project area, PI [redacted] insights in the business advocacy area would be of benefit to the wider CRG.
	PI [redacted] Business owner	PI [redacted]
Community Interest/ Action	Tracey Goodwin-McDonald Mass Transit Action Group (MTAG)	Tracey is the founder of MTAG, a community interest/action group solely dedicated to mass transit on the Sunshine Coast. The group was established in 2020 to drive awareness of Sunshine Coast Council's (SCC) previous work on the project. Tracey naturally has a strong interest in and knowledge of the project and its history, and would like to become a CRG member to help advocate for the community.

	<p>PI [redacted]</p> <p>Sunshine Coast Environment Council (SCEC)</p>	<p>PI [redacted] represents SCEC which is the peak environmental advocacy group on the Sunshine Coast. PI [redacted] brings strong local knowledge, and has involvement in SCC's Transport CRG. PI [redacted] is also willing to positively contribute and has an interest in sustainable transport solutions.</p>
	<p>PI [redacted]</p> <p>Organisation Sunshine Coast Association of Residents (OSCAR)</p>	<p>PI [redacted] as part of OSCAR which notes itself as a non-partisan and not-for-profit umbrella/peak organisation covering a multitude of resident and community organisations on the Sunshine Coast, covering the project area and wider.</p>
Education	<p>PI [redacted]</p> <p>University of the Sunshine Coast (USC)</p>	<p>PI [redacted] represents the education sector through PI [redacted] work at the USC. PI [redacted] is also an active transport user. PI [redacted] application is very balanced, and offers the potential to bring diverse experience and unique insights through PI [redacted] employment in the education sector.</p>
Health	<p>PI [redacted]</p> <p>Sunshine Coast University Hospital (SCUH)</p>	<p>PI [redacted] represents the health industry through PI [redacted] employment with SCUH. SCUH falls within the project area and is one of the key destinations. PI [redacted] was the only representative from the industry with knowledge of patient travel concerns and needs, and the panel believes PI [redacted] would be an appropriate member of the CRG.</p>
	<p>PI [redacted]</p> <p>Individual</p>	<p>PI [redacted]</p>
Residential	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>

	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
Tourism	<p>PI [redacted]</p> <p>Visit Sunshine Coast</p>	<p>PI [redacted] has a unique opportunity to share views and concerns for the tourism industry, including accommodation and tour operators, through PI [redacted] role at Visit Sunshine Coast. PI [redacted] has a major following within the tourism industry and demonstrates good intentions and a strong willingness to be involved in the project.</p>

		The panel believes ^{PI} [redacted] would provide key industry input and also advocate with the sector more broadly.
Youth	^{PI} [redacted] Individual	^{PI} [redacted]
	^{PI} [redacted] Individual	^{PI} [redacted]

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Fiona G Lee

From: Ann-Maree Knox
Sent: Thursday, 18 May 2023 1:48 PM
To: Stuart.Stark
Cc: TMR DLO; Julie Mitchell; Fiona G Lee

Attachments: Not
Relevant

Stuart,
Two things that we briefly discussed at MM meeting yesterday:



- 2. Revised Strategy for Sunshine Coast Public Transport
 - New approach will supersede COM1126 and MBN25825 and will be detailed in MBN26060.
 - Can you please review MBN26060 - Sunshine Coast Public Transport - change of approach to Community Reference Groups – asap. Noting that you haven't received yet, as it is still moving through departmental approvals.

Thanks.

Kind regards

Ann-Maree Knox

General Manager (**Program Delivery & Operations**)
Infrastructure Management and Delivery Division
Department of Transport and Main Roads

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Fiona G Lee

From: Ann-Maree Knox
Sent: Tuesday, 23 May 2023 5:15 PM
To: Stuart Stark
Cc: TMR DLO
Subject: RE: Emailing: MBN26060_Att 2.docx
Attachments: MBN26060_Att 2 (002).docx

And here we are.

Kind regards

Ann-Maree Knox
General Manager (Program Delivery & Operations) Infrastructure Management and Delivery Division Department of Transport and Main Roads

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-----Original Message-----

From: Ann-Maree Knox
Sent: Tuesday, 23 May 2023 5:07 PM
To: Stuart Stark <Stuart.Stark@ministerial.qld.gov.au>
Cc: TMR DLO <TMR_DLO@tmr.qld.gov.au>
Subject: RE: Emailing: MBN26060_Att 2.docx

Stuart,
Leave with me and will come back with some suggested edits.

The main issue is that the aim was for these groups just to focus on public transport for the Sunshine Coast.

Not
Relevant

Not Relevant

Will make suggested edits to your edits, and send back tomorrow. As above, recommend leaving the groups focusing on just public transport projects but happy to discuss.

Thanks.

Kind regards

Ann-Maree Knox

General Manager (Program Delivery & Operations) Infrastructure Management and Delivery Division Department of Transport and Main Roads

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-----Original Message-----

From: Stuart Stark <Stuart.Stark@ministerial.qld.gov.au>

Sent: Tuesday, 23 May 2023 2:29 PM

To: Ann-Maree Knox <ann-maree.knox@tmr.qld.gov.au>

Cc: TMR DLO <TMR_DLO@tmr.qld.gov.au>

Subject: Emailing: MBN26060_Att 2.docx

What do you think ?

Also happy for you to brief Council and include me when you brief the minister.

SS

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Attachment 2 – Stakeholder notification

Thank you for expressing interest in joining ~~our~~ a Community Reference Group for the Sunshine Coast Public Transport (SCPT) project.

We appreciate the time taken to submit your application and for your keen interest in being involved in the Business Case process.

~~After careful consideration and in~~ light of the number of ~~public~~ public transport projects being ~~planned~~ considered for the Sunshine Coast region, ~~including the Mooloolah River Interchange, Kawana Way, the Sunshine Coast Public Transport Mass Transit Business Case project, and the Direct Sunshine Coast Rail Line and Beerburrum to Nambour Rail Upgrade~~, the Department of Transport and Main Roads (TMR) has decided to adopt a different approach towards community engagement ~~for the Sunshine Coast Public Transport CPT project~~.

This will allow a wider range of community ~~representatives~~ members to work through key areas of interest in combination with other related projects.

There are several public transport projects, including heavy rail, in planning and delivery that will deliver significant benefits to the Sunshine Coast and change the way residents and visitors travel throughout it. It is important our community understands the full picture of ~~public transport~~ projects ~~being planned~~ occurring within the region and how each are linked and integrated.

~~Therefore, a~~ series of focus stakeholder interest groups will be established that encompasses to provide feedback on the ~~road and transport projects~~ SCPT project, the Direct Sunshine Coast Rail Line connecting Beerwah and Maroochydore, and the Beerburrum to Nambour Rail Upgrade.

The stakeholder interest ~~se~~ focus groups will lead to involve more people, getting the right information about ~~public~~ public transport projects in the being planned pipeline for the Sunshine Coast, and offer greater opportunities to provide valuable feedback to inform planning for our future public transport network.

~~While the SCPT CRG won't proceed, the application you submitted will be considered for involvement in the focus groups and invitations will be extended to other key stakeholders and groups across the region to ensure diverse interests and opinions are represented. Those selected will be contacted directly shortly.~~

Other opportunities to be involved and to have your say on ~~the Sunshine Coast Public Transport and other projects~~ project will be available throughout the business case phase.

Once again, thank you for your interest and willingness to be involved.

Formatted: Highlight

Not Relevant

From: Stuart Stark <Stuart.Stark@ministerial.qld.gov.au>
Sent: Thursday, 13 October 2022 10:19 AM
To: Scott A Whitaker <Scott.A.Whitaker@tmr.qld.gov.au>
Cc: Jane E Brander <Jane.Brande@translink.com.au>; TMR DLO <TMR_DLO@tmr.qld.gov.au>; Matt Swan <Matt.Swan@ministerial.qld.gov.au>; Kerry Nielsen <Kerry.Nielsen@ministerial.qld.gov.au>
Subject: FW: BRIEFS FOR ACTION - COM1076 - Sunshine Coast Public Transport – Upcoming community engagement and market research activities
Importance: High

Hi Scott

Grateful if you could change any references to Beerwah to Maroochydore rail extension to “Sunshine Coast Direct line”. I don’t mind if references say “(also known as CAMCOS)”. I have only, so far, noticed a reference in Att 1 but could be elsewhere.

Also – I note in ATT 4 TMR are seeking representatives from the following:

- Accessibility
- Business advocacy
- Community interest/action
- Education
- Health
- Residential (suburbs between Maroochydore and Caloundra)
- Tourism
- Youth.

Is there a reason why Indigenous is not called out? There should also be a statement around gender balance.

Happy to discuss.
Stuart

From: TMR DLO <TMR_DLO@tmr.qld.gov.au>
Sent: Wednesday, 28 September 2022 5:11 PM
To: Hannah Whittle <Hannah.Whittle@ministerial.qld.gov.au>
Cc: Kerry Nielsen <Kerry.Nielsen@ministerial.qld.gov.au>; Matt Swan <Matt.Swan@ministerial.qld.gov.au>
Subject: BRIEFS FOR ACTION - COM1076 - Sunshine Coast Public Transport – Upcoming community engagement and

market research activities

Importance: High

Hi

Please find attached for approval.

Please note urgency is because a decision is requested by 7 October 2022 to allow for EOIs to be called in October '22, with an aim to have first community reference group meeting by the end of the year.

File No.	COM1076	<input checked="" type="checkbox"/> URGENT
Date:	28/09/2022	<input type="checkbox"/> COVID-19
Title/Subject: Sunshine Coast Public Transport – Upcoming community engagement and market research activities		<input type="checkbox"/> Correspondence <input checked="" type="checkbox"/> Briefing Note <input type="checkbox"/> Minister's Constituent
<input type="checkbox"/> Advisor:		Date:
Comments:		
<input type="checkbox"/> Chief of Staff:		Date:
Comments:		
<input type="checkbox"/> Minister:		Date:
Comments:		
Further Action:		
MO Tracking	#	
Tracking	28/09 TT to HW	

Taleah Thompson

A/Departmental Liaison Officer | Cabinet, Legislation and Executive Services

Corporate Division | Governance Branch | Department of Transport and Main Roads

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From: SCPT Governance
Sent: Friday, 9 June 2023 4:30 PM
To: Sally Z Stannard; Julie Mitchell; Andrew W Mahon; Peter L Milward;
'emma.thomas@sunshinecoast.qld.gov.au'; debra.robinson@sunshinecoast.qld.gov.au; Scott A
Whitaker; Matthias K Schlotterbach; Martin REASON
Cc: Mozelle A Morrison; Karlene L Ferguson; Kym M McClean;
james.coutts@sunshinecoast.qld.gov.au
Subject: Project Executive Group: Sunshine Coast Detailed Business Case Meeting
Attachments: Project Executive Group - DRAFT Minutes of Meeting with Actions - 28 March 2023.docx; Project
Executive Group (SCPT) - Agenda - 13 June .docx
Importance: High

Good afternoon,

Please see attached for your reference, Agenda for meeting to be held on Tuesday 13 June 2023. A copy of the DRAFT Minutes of Meeting – 28 March 2023 are attached for your reference for acceptance at this meeting.

Kind Regards

SCPT Governance | North Coast Region
Program Delivery & Operations | Infrastructure Management & Delivery
Department of Transport and Main Roads

P: 07 5459 1746
Level 1 | 50 Wisers Road | Maroochydore Qld 4558
PO Box 1600 | Maroochydore Qld 4558
SCPT_Governance@tmr.qld.gov.au
www.tmr.qld.gov.au

Minutes

Sunshine Coast Public Transport Detailed Business Case Project Executive Group meeting

Date	Tuesday 28 March 2023	Time	11:30am – 12:30pm
Place	50 Wises Road, Level 1.30 Meeting Room		
Chair	Neil Scales, Director General, TMR		
Secretariat	Kym McClean, Project Support Officer, Sunshine Coast Public Transport		
Attendees			Presence
Members			
Neil Scales	Director General, TMR	(NS)	Present
Emma Thomas	Chief Executive Officer, Sunshine Coast Council	(ET)	Present
Julie Mitchell	Deputy Director, Infrastructure Management and Delivery, TMR	(JM)	Present
Sally Stannard	Deputy Director, Translink	(SS)	Present
Observers/Presenters			
Scott Whitaker	Regional Director, Program Delivery and Operations, North Coast Region, TMR	(SW)	Present
Matthias Schlotterbach	Program Director, North Coast Public Transport, TMR	(MS)	Present
Debra Robinson	Group Executive, Customer and Planning Services, Sunshine Coast Council	(DR)	Present
Martin Reason	Executive Director, Regional and Spatial Planning, DSDILGP	(MR)	Present
Leah Bancroft	Project Officer, Urban Growth, Sunshine Coast Council	(LB)	Present (Proxy for James Coutts)
Mozelle Morrison	Project Manager, Sunshine Coast Public Transport Project, TMR	(MM)	Present

Welcome & Apologies

The Chair (NS) welcomed the group and opened the meeting acknowledging the traditional owners of the land. Martin Reason (MR), Executive Director DSDGLIP, was welcomed to the PEG.

Apologies are noted for the following members:

James Coutts	Project Director, Urban Growth, Sunshine Coast Council	(JC)	Apology
Sally Stannard	Deputy Director, Translink	(SS)	joined at noon

Declaration of Conflicts of Interest

No conflicts of interest were recorded.

Approval of minutes from the last meeting

Not Relevant

Items arising from last minutes

The Chair (NS) noted the actions arising from the last minutes

Action items arising from last meeting:

Item No.	Subject	Description	Update
Not Relevant			

Not Relevant

PEGA-1-008	MM	Community Reference Group Membership	In progress
CRG membership to be shared with SCC once Minister approval is received to ensure Councillors can be briefed.			

Agenda item 1 Project and Program Update

MM provided an update noting the following key activities:

Not Relevant

- Community Reference Group brief is sitting with the Minister

Not Relevant

Not Relevant

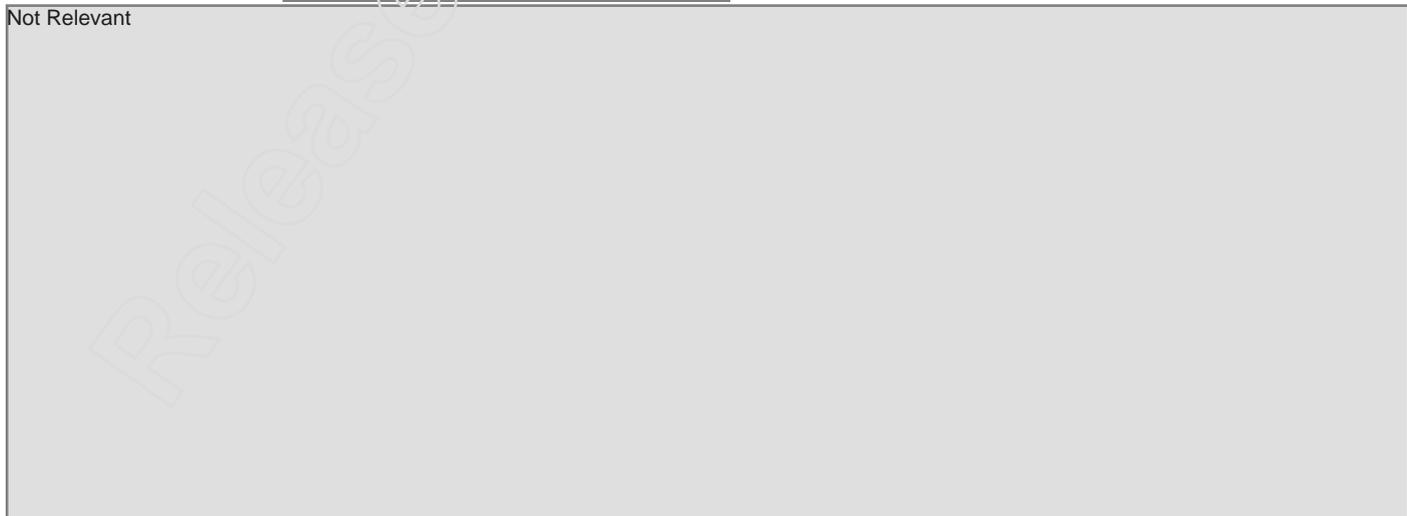


Not Relevant

Agenda item 2



Not Relevant



Agenda item 3

Not Relevant

Not Relevant

Agenda item 4

Not Relevant

Not Relevant

Agenda item 5

Not Relevant

Not Relevant

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Not Relevant

Meeting closed: 12:28pm

Date of next meeting

The next meeting will take place on Thursday 15 June 2023, 2:00pm – 3:00pm, 50 Wisers Road, Redcliffe Meeting Room (MS Teams Enabled).

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Agenda

Sunshine Coast Public Transport Project – Business Case

Project Executive Group meeting

Date	13 June 2023	Time	3:00pm-4:00pm
Place	50 Wisers Road – L1.24 Meeting Room - Maleny & Online via MS Teams		
Chair	Sally Stannard, Acting Director General, TMR		
Minute taker	Kym McClean		

Attendees

Name	Position / Organisation	Role
Sally Stannard (SS)	Acting Director General, Department of Transport and Main Roads	Chair
Julie Mitchell (JM)	Deputy Director General, Infrastructure Management and Delivery, Department of Transport and Main Roads	Member
Peter Milward (PM)	Acting Deputy Director General, Translink	Member
Emma Thomas (ET)	Chief Executive Officer, Sunshine Coast Council	Member
Debra Robinson (DR)	Group Executive, Customer and Planning Services, Sunshine Coast Council	Delegate
James Coutts (JC)	Project Director, Urban Growth Projects, Sunshine Coast Council	Observer
Matthias Schlotterbach (MS)	Program Director, North Coast Public Transport, Department of Transport and Main Roads	Standing Invitee
Martin Reason (MR)	Executive Director, Regional and Spatial Planning, Department of State Development, Infrastructure, Local Government and Planning	Observer
Mozelle Morrison (MM)	Project Manager, Sunshine Coast Public Transport Project, Department of Transport and Main Roads	Standing Invitee

Karlene Ferguson (KF) Project Manager, Sunshine Coast Invited Guest
 Public Transport Project, Department of
 Transport and Main Roads

Kym McClean (KM) Project Support Officer, Sunshine Coast Secretariat
 Public Transport Project, Department of
 Transport and Main Roads

Apologies

Name	Position /Organisation	Role
Scott Whitaker (SW)	Regional Director North Coast Region, Department of Transport and Main Roads	Standing Invitee

Item No.	Agenda Item	Action	Presenter	Time
1	Standing Items			3-3.10pm
1.1	Welcome & Apologies (v)		SS	
1.2	Acknowledgement of Country		SS	
1.3	Declaration of Conflicts of Interest (v)	Declare	All	
1.4	Approval of Minutes of last meeting	Approval	All	
1.5	Action items arising from last meeting	Discuss	MS	

Action items arising from last meeting:

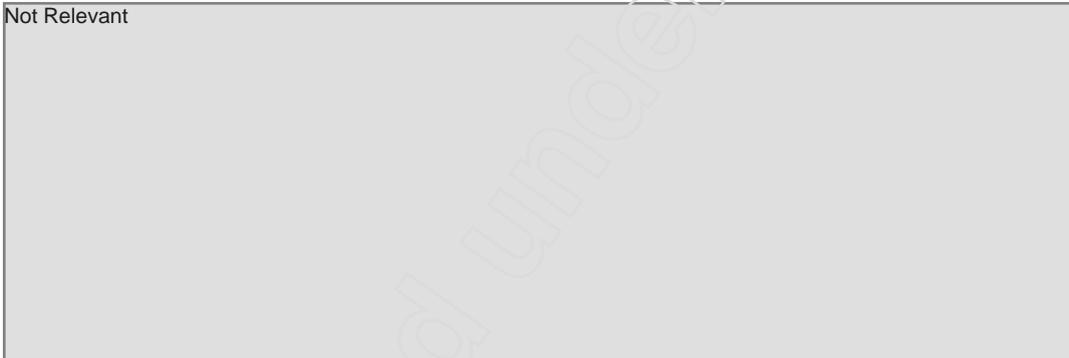
Item No.	Subject	Description	Update
Not Relevant			
PEGA-1-008	MM	Community Reference Group Membership CRG membership to be shared with SCC once Minister approval is received to ensure Councillors can be briefed.	In progress
Not Relevant			

Not Relevant



2.0 Specific Items of Business Note 3.10pm-3.55pm

Not Relevant



3.0 General Business Discuss 3.55pm-4:00pm

4.0 Close

**Key: (#) Paper Circulated; (+) Paper to be Tabled; (v) Verbal Update

Date of next meeting: TBC

Released under RTI - DTMR

From: SCPT Governance
Sent: Tuesday, 21 March 2023 5:10 PM
To: Neil Scales; Julie Mitchell; Sally Z Stannard; 'emma.thomas@sunshinecoast.qld.gov.au'; Martin REASON; Scott A Whitaker; Matthias K Schlotterbach
Cc: Mozelle A Morrison; Kym M McClean; Mandy L Bird; Adriana M Chilnicean; Caley U Sheedy; CEOOffice@sunshinecoast.qld.gov.au
Subject: Project Executive Group: Sunshine Coast Public Transport project
Attachments: PEG.zip
Importance: High

Good afternoon,

Please see attached the Agenda, Papers and attachments for your review and reference for the Project Executive Group SCPT meeting to be held next Tuesday 28 March 2023.

The following documentation should be available in the attached ZIP file:

- Agenda
- Not Relevant

If you have any difficulties opening the zip file, please let us know at your earliest convenience.

Kind Regards

SCPT Governance | North Coast Region
Program Delivery & Operations | Infrastructure Management & Delivery
Department of Transport and Main Roads

P: 07 5459 1746
Level 1 | 50 Wisers Road | Maroochydore Qld 4558
PO Box 1600 | Maroochydore Qld 4558
SCPT_Governance@tmr.qld.gov.au
www.tmr.qld.gov.au

Agenda

Sunshine Coast Public Transport Project – Detailed Business Case

Project Executive Group meeting

Date	28 March 2023	Time 11:30am – 12:30pm
Place	50 Wises Road – L1.31 Meeting Room (online via MS Teams)	
Chair	Neil Scales, Director General, TMR	
Minute taker	Kym McClean	

Attendees

Name	Position/Organisation	Role
Neil Scales (NS)	Director General, Department of Transport and Main Roads	Chair
Julie Mitchell (JM)	Deputy Director General, Infrastructure Management and Delivery, Department of Transport and Main Roads	Member
Sally Stannard (SS)	Deputy Director General, Translink	Member
Emma Thomas (ET)	Chief Executive Officer, Sunshine Coast Council	Member
Debra Robinson	Group Executive, Customer and Planning Services, Sunshine Coast Council	Delegate
Scott Whitaker (SW)	Regional Director North Coast Region, Department of Transport and Main Roads	Standing Invitee
Matthias Schlotterbach (MS)	Program Director, North Coast Public Transport, Department of Transport and Main Roads	Standing Invitee
Martin Reason	Executive Director, Regional and Spatial Planning, Department of State Development, Infrastructure, Local Government and Planning	Observer
James Coutts	Project Director, Urban Growth Projects, Sunshine Coast Council	Observer
Mozelle Morrison	Project Manager, Sunshine Coast Public Transport Project, Department of Transport and Main Roads	Invited Guest

Kym McClean (KM) Project Support Officer, Sunshine Coast Secretariat
 Public Transport Project, Department of
 Transport and Main Roads

Apologies

Name	Position/Organisation	Role
James Coutts	Project Director, Urban Growth Projects, Sunshine Coast Council	Observer

Item No.	Agenda Item	Action	Presenter	Time
1	Standing Items			11:30-11:40am
1.1	Welcome & Apologies (v)		NS	
1.2	Acknowledgement of Country		NS	
1.3	Declaration of Conflicts of Interest (v)	Declare	All	
1.4	Approval of Minutes of last meeting	Approval	All	
1.5	Action items arising from last meeting	Discuss	MS	

Action items arising from last meeting:

Item No.	Subject	Description	Update
Not Relevant			

Department of Transport and Main Roads
Decision Brief
COM1076

To: Minister for Transport and Main Roads

<p>SUBJECT: Sunshine Coast Public Transport – upcoming community engagement and market research activities</p>	<p>Urgent Approval is required ASAP as TMR is meeting with Sunshine Coast Council on 20 October 2022 about this project.</p>
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Summary

Not Relevant

- The Department of Transport and Main Roads (TMR) is now leading the project—officially named 'Sunshine Coast Public Transport, business case' in the *Queensland Transport and Roads Investment Program 2022–23 to 2025–26* (QTRIP) (Investment ID 1236359)—and is now required to review and use the options analysis report, alongside the outcomes of previous and future community feedback, to inform the DBC.
- To foster greater transparency and community involvement in the project, a Community Reference Group (CRG) is proposed to be formed to assist TMR in refining the options put forward by SCC.
- Expressions of interest to join the CRG will be called by TMR, and a further decision brief will progress to you seeking approval of CRG members. As part of this, TMR proposes to provide in-person briefings to elected representatives in the project area.

Not Relevant

Recommendations

- That you approve TMR:

<p>Action Officer: Scott Whitaker Regional Director (North Coast) Tel: 5451 7071 Date: 17 October 2022</p>	<p>Endorsed by: GM Ann-Maree Knox General Manager (Program Delivery and Operations) Tel: 3066 2301 Date: 18 October 2022</p>	<p>Endorsed by: DDG Dennis Walsh A/Deputy Director-General (Infrastructure Management and Delivery) Tel: 3066 3017 Date: 18 October 2022</p>	<p>Endorsed by: DG Neil Scales Director-General Tel: 3066 7316 Date:</p>
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- project snapshot (**Attachment 1**)
- to establish a CRG, including:
 - the proposed CRG Terms of Reference (**Attachment 2**)
 - online content to be presented to the community via TMR's online engagement portal (The Hive) (**Attachment 3**)
 - social media content to geo-target audiences in the project area and surrounds (**Attachment 4**)
 - creation of a new project webpage (**Attachment 5**)
 - radio advertisement (**Attachment 6**)
 - notifications to key stakeholders and community members (**Attachment 7**).
- to undertake market research
- representatives to brief key stakeholders and elected representatives within the project area, including:
 - Mr Jason Hunt MP, Member for Caloundra
 - Mr Jarrod Bleijie MP, Member for Kawana
 - Ms Fiona Simpson MP, Member for Maroochydore
 - Mr Brent Mickelberg MP, Member for Buderim
 - Mr Andrew Wallace MP, Member for Fisher
 - Mr Ted O'Brien, Member for Fairfax
 - Councillor Mark Jamieson, Mayor, SCC
 - Ms Emma Thomas, Chief Executive Officer, SCC.
- That you note:
 - a decision is requested by 18 October 2022 to allow expressions of interest to be called in October 2022, with an aim to have first Community Reference Group meeting by the end of 2022
 - TMR is available to provide you with an in-person briefing to go through the detail of the approach being proposed if required.

Financial Implications

- Costs associated with this consultation will be met within the project budget allocation.

Background

Not Relevant

Not Relevant

Key Issues

Not Relevant

- Establishing a CRG will provide greater transparency and foster collaboration between TMR and the community.

Financial Implications

- There are no financial implications.

Consideration of the *Human Rights Act 2019* (HR Act)

- The HR Act was considered when making the recommendations outlined in this brief, and there are no impacts to human rights.

Consultation with Stakeholders

Not Relevant

- The establishment of a CRG will assist TMR in refining the five options put forward by SCC. TMR anticipates that the formation of the CRG and the consultation approach will be welcomed by the community. It will also provide opportunities to promote the draft SSCPTS, including education on the integration between and benefits of both the Direct Sunshine Coast Line and Sunshine Coast Public Transport projects.
- A panel consisting of representatives from TMR—both at a senior level and from within its community engagement team—will consider all expressions of interest to join the CRG. The panel will appoint members of diverse demographics and backgrounds from within the project area to represent the interests of the following groups:
 - accessibility
 - business advocacy
 - community interest/action
 - education

- health
 - residential (suburbs between Maroochydore and Caloundra)
 - tourism
 - youth.
- TMR will also seek to engage key stakeholders who have previously raised concerns during SCC's consultation process.
 - TMR will engage with other key stakeholder and interest groups (including Traditional Owners) separately as the project progresses.
 - Further opportunities for feedback will be provided to the wider community as the project progresses.
 - TMR intends to call for expressions of interest in October 2022 for a period of four weeks. This will be facilitated by TMR's online engagement portal (the Hive) and promoted via social media campaigning, radio advertising and direct email notification to key stakeholders.
 - TMR is also seeking your approval to provide an in-person briefing to elected representatives to ensure public enquires made direct to electorate offices can be appropriately responded to.

Employment

- There are no employment impacts associated with this matter.

Media

- A proposed joint media release, including quotes from yourself, the Honourable Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government, and a SCC representative, has been prepared for your consideration and will be progressed through TMR's Media Unit (MS12078).
- To maximise coverage and exposure locally, TMR requests that this is distributed to the following local media:
 - *Sunshine Coast Daily / The Courier-Mail*
 - Sunshine Coast News
 - *My Weekly Preview*
 - ABC Sunshine Coast
 - Hot 91.1FM
 - Zinc 96.1FM
 - 91.2 MixFM
 - 91.9 SeaFM
 - Seven News Sunshine Coast
 - Win News.

Election Commitments

- This matter does not relate to an election commitment.

Government Objectives

- This matter does not relate to a government objective.

Summary of Actions

- That you approve TMR:
 - project snapshot (**Attachment 1**)
 - to establish a CRG, including:
 - the proposed CRG Terms of Reference (**Attachment 2**)

- online content to be presented to the community via TMR's online engagement portal (The Hive) (**Attachment 3**)
- social media content to geo-target audiences in the project area and surrounds (**Attachment 4**)
- creation of a new project web page (**Attachment 5**)
- radio advertisement (**Attachment 6**)
- notifications to key stakeholders and community members (**Attachment 7**).
- to undertake market research
- representatives to brief key stakeholders and elected representatives within the project area, including:
 - Mr Hunt
 - Mr Bleijie
 - Ms Simpson
 - Mr Mickelberg
 - Mr Wallace
 - Mr O'Brien
 - Councillor Jamieson
 - Ms Thomas.
- That you note:
 - a decision is requested by 18 October 2022 to allow expressions of interest to be called in October 2022, with an aim to have first Community Reference Group meeting by end of 2022
 - TMR is available to provide you with an in-person briefing to go through the detail of the approach being proposed if required.

Minister's comments:

Approved / Not Approved


 Minister's signature.....

Date 10.11.22

Sunshine Coast Public Transport

Project snapshot – October 2022

The Department of Transport and Main Roads (TMR) is undertaking a Detailed Business Case for an integrated public transport system for the Sunshine Coast. A Community Reference Group will be established to foster collaboration between TMR and the community.

Situation

Since 2019, Sunshine Coast Council (SCC) has continued to progress its planning for mass transit, culminating in SCC's endorsement of the Mass Transit Options Analysis for Stage 1 on 20 October 2021.

SCC's Mass Transit Options Analysis compared five options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra.

These options included:

- bus rapid transit
- light rail
- wireless light rail
- trackless tram
- a quality bus corridor.

TMR is now leading the project and is required to review and use the options analysis report, alongside the outcomes of previous and future community feedback, to inform the Detailed Business Case (DBC) for the project.

Solution

TMR plans to establish a Community Reference Group (CRG) to provide greater transparency and foster collaboration between TMR and the community.

The CRG will be made up of representatives of around 20 members who will represent the interests of key groups within the community.

Primary objectives of the CRG are to:

- share local knowledge between community stakeholders and TMR
- help aid the options refinement process for the project
- test ideas and approaches and act as a 'sounding board' for the project team
- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the project within the terms of the CRG.

Artist's illustration



Benefits

TMR anticipates that the formation of the CRG and the consultation approach will be welcomed by the community.

It will also provide opportunities to promote the draft Southern Sunshine Coast Public Transport Strategy (SSCPTS) which this project contributes to. Further, it will provide education on the integration between and benefits of both the Direct Sunshine Coast Line (known in QTRIP as Beerwah to Maroochydore (B2M) rail extension planning) and Sunshine Coast Public Transport projects.

Previous consultation

Between 28 April and 22 June 2021, SCC undertook community engagement on the Sunshine Coast Mass Transit Options Analysis. Following SCC's consultation activities in 2021, local residents and a some key community groups rallied against SCC, including light rail as an option. While the project had not been formally handed to TMR at this point in time, TMR publicly maintained that it will not identify a preferred mass transit vehicle type, or if mass transit is the preferred option, until completion of the DBC.

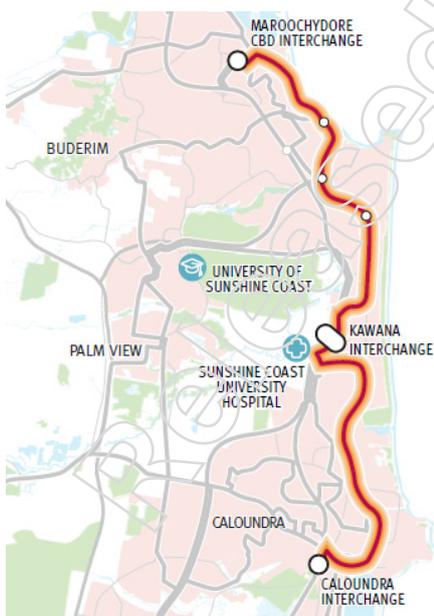
Upcoming consultation

TMR intends to call for expressions of interest for CRG membership in October 2022 for a period of four (4) weeks. This will be facilitated by TMR's online engagement portal (the HiVE) and promoted via social media campaigning, radio advertising and direct email notification to key stakeholders.

Further opportunities for feedback will be provided to the wider community as the project progresses.

Project area

The project has been identified as a strategic connector to support the coastal corridor as shown in the draft SSCPTS.



Map taken from draft SSCPTS.

Stakeholders

Minister for Transport and Main Roads, The Honourable Mark Bailey MP

Elected and government representatives:

- Member for Caloundra, Jason Hunt MP
- Member for Kawana, Jarrod Bleijie MP
- Member for Maroochydore, Fiona Simpson MP
- Member for Buderim, Brent Mickelberg MP
- Federal Member for Fisher, Andrew Wallace MP
- Federal Member for Fairfax, Ted O'Brien
- SCC Mayor, Cr Mark Jamieson
- SCC Chief Executive Officer, Emma Thomas.

Target groups for CRG representation:

- Accessibility
- Business advocacy
- Community interest/action groups
- Education
- Health
- Residential (suburbs between Maroochydore and Caloundra)
- Tourism
- Youth

Further opportunities for input will be provided to other key stakeholder and interest groups, and the wider community, as the project progresses.

Funding

The Australian and Queensland governments, along with SCC, have committed \$5 million each towards the \$15 million development of the DCB for an integrated urban public transport solution for the Sunshine Coast.

Timeframes



Released under RTI - DTMR

Sunshine Coast Public Transport (Detailed Business Case)

Community Reference Group – Terms of Reference

What is the community reference group?

The Department of Transport and Main Roads (TMR) is undertaking a detailed business case for the Sunshine Coast Public Transport project. The Project is being led by the project team who is accountable to TMR.

TMR will establish a community reference group (CRG) for the Project. The role of the CRG is to enable community input into the Project and provide an opportunity for community issues to be discussed with and understood by the project team.

The CRG is not a decision-making body and it is not a requirement that consensus always be reached between members on issues discussed.

The creation of the CRG aims to facilitate:

- further community involvement in the Project
- community feedback and suggestions to assist with decision-making
- increased community understanding about the Project, its opportunities and constraints
- a more effective response from the project team to evolving issues and concerns.

Objectives

The primary objectives of the CRG are to:

- share local knowledge between community stakeholders and TMR and the Project team
- help aid the options refinement process for the Project
- test ideas and approaches and act as a 'sounding board' for the Project team
- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the Project within the terms of the CRG.

Membership

Membership of the CRG is on a voluntary basis, and no payment will be made for participation or anything incidental to participation in the CRG.

The CRG meetings will be chaired by an independent facilitator (Facilitator) with professional facilitation and/or negotiation skills who is appointed by TMR.

In addition to members of the local community, each CRG meeting will also include officers from TMR and members of the project team. Staff from other agencies may be invited to participate from time to time.

Elected representatives from local councils, state or federal government members or representatives will not be permitted to be a member of the CRG but will be kept informed of progress.

Selection process and appointment

Nominations for appointment to the CRG will be open to all community members who have an interest in the Project. Input will be invited by TMR from the wider community during future community engagement.

A panel, consisting of senior representatives from TMR and its Project team will consider all applications.

The panel will seek to appoint to the CRG:

- members from a range of ages and backgrounds within the project area
- members with a balance of interests including residents, community/interest groups, businesses and local facilities.

Up to 20 members will be selected to participate in the CRG and will be approved by the Minister of Transport and Main Roads. The names of those appointed to the CRG will be published on the Project webpage.

Those who are not selected will be advised they are unsuccessful and other opportunities will be available to provide feedback. If a vacancy becomes available, they may be approached to join the CRG.

TMR reserves its right to limit CRG membership numbers based on achieving a balanced approach to community viewpoints and opinions.

Membership terms

The CRG will be established for a period of 12 months, with the possibility of extension. Members agree to commit to attend at least 75 per cent of meetings over the set 12-month period.

Media liaison and social media

Individual members can share their thoughts on their personal social media channels about the Project from a personal perspective. They are also welcomed to speak to or be interviewed by media about the Project on the proviso that TMR is notified a reasonable time prior to the interview taking place. They must not act as a spokesperson on behalf of TMR or the CRG or allow any inference to be made that they are a spokesperson for TMR or the CRG or the Project. They must state that their opinions are their personal opinions only and not those of TMR, the project team, the CRG or CRG committee members.

CRG members agree to not make statements relating to the views or involvement of others in the CRG or related to the Project or pertaining to any confidential or privacy related information and agree to not publicly name members of TMR's Project team or identify them in any other way.

Any breach may see the CRG member removed from the group and any breach of confidential or privacy related information may also result in personal legal consequences.

New members

If the CRG requires an appointment of a new member mid-term, TMR may seek other nominations to fill the position or may appoint an unsuccessful applicant from an earlier call from applications without calling for further nominations.

Membership resignations and vacancies

A member's position voluntarily becomes vacant once they provide their resignation in writing to SCPublicTransport@tmr.qld.gov.au.

A position may be declared vacant if the member:

- fails to attend more than three consecutive meetings without a reasonable excuse
- breaches the CRG protocols and responsibilities listed in this Terms of Reference
- becomes an employee of the project team or TMR or a state or federal elected representative.

Participant responsibilities

A member must:

- prepare for, attend and actively participate in CRG meetings, including reviewing any meeting papers circulated in advance of the CRG meetings
- actively and respectfully engage in a professional, respectful, honest and civil manner
- share their views but also remain committed to open and shared dialogue
- respect the right to involvement and views of other members
- no electronic recording equipment, cameras or video materials are permitted at meetings without the consent of TMR and the CRG
- maintain confidentiality and use material and information provided by TMR only for the purposes and objectives set out in these Terms of Reference.
- agree to disseminate relevant information accurately and in good faith to the group they represent
- agree to abide by media, social media and confidentiality protocols.

Should members of the CRG not comply with these CRG Terms of Reference, continually disrupt meetings, or disrespect the rights of other members to participate, the CRG member may be asked to resign from the CRG or be asked to leave that meeting.

Operating protocols

Members will be invited to nominate issues for discussion, as will the Project team, prior to each meeting.

The number of items will be limited to allow for appropriate levels of discussion within the meeting timeframe. Agenda items not covered will be carried over to subsequent meetings.

If a member believes he or she may have a conflict of interest in relation to a particular issue or item of discussion, the member should immediately make this clear to TMR and may be excluded from discussion on this issue and from receiving any further material about this issue.

Frequency of meetings

The frequency of the CRG meetings will be discussed during the first CRG meeting and confirmed at the second meeting. CRG meetings will be held on a weeknight (Tuesday to Thursday) either at venues in the project area or online. It is anticipated that the meetings will run for up to two hours.

Project team

The Project team will:

- provide regular information on the progress of the Project
- where deemed reasonable by the Facilitator, arrange consultant(s) to explain technical information to the CRG and, where required, invite representatives from relevant government agencies or other individuals to attend CRG meetings as a guest
- follow-up requests for additional information and review of specific issues as requested by the CRG.

All requests and proposals from the CRG will be considered by the project team, while maintaining the right to decline, if requests and proposals are not feasible. The project team must report back to the CRG on consideration of their comments.

Dissolution of the CRG

If it is deemed by the members or by TMR that the role of the CRG is no longer required, TMR may dissolve the CRG. Any request for dissolution must demonstrate why the CRG is no longer required.

Secretariat function

TMR will provide a secretariat function for the CRG by:

- receiving and distributing issues submitted by CRG members for discussion at the next CRG meeting
- receiving and distributing any documents to be considered at the next CRG meeting
- preparing and distributing meeting agendas
- organising, facilitating and hosting CRG meetings
- keeping minutes of the CRG meetings including a record of meeting attendees, key issues raised and actions recommended or agreed to (comments from individuals will not be attributed to them and a verbatim record of the meeting will not be prepared)
- distributing the minutes to the Facilitator prior to distribution to CRG members and then to CRG members within 14 days of the meeting
- receiving any requested written changes to the minutes which will be tabled and discussed at the next meeting and adopted by the CRG if agreed.
- placing a summary of the key issues and outcomes of the meeting on TMR's online engagement page.

Dispute resolution

It is not a requirement that consensus be reached among CRG members on the issues discussed. Differing views will be noted and taken into consideration. In the event of any dispute between the CRG and TMR, the Facilitator will seek to resolve the issue in consultation with TMR.

Confidentiality

From time to time the CRG may review information not yet in the public arena and/or information which is not adopted or approved by TMR pertaining to particular privately-owned properties. In these instances, the Facilitator will advise of the requirement to maintain the confidentiality of this information. CRG members will be required to uphold this confidentiality by not taking written notes of the discussion and not discussing the topic or disclosing information concerning it outside the CRG forum.

If confidential information is disclosed or personal privacy information that may lead to the identity of any person is disclosed, the discloser may be subject to personal legal consequences.

Authority

The CRG is not a formal committee of TMR but rather a community feedback group that provides feedback and suggestions to assist the project team. It is not a decision-making body. The CRG will work together to recommend suggestions to be progressed by TMR for consideration.

Agreement

Yes, I agree to the CRG terms of reference.

Name:	
Signature	
Date:	

Released under RTI - DTMR



Join the Department of Transport and Main Roads (TMR) on a journey towards a better public transport system for the Sunshine Coast

The Sunshine Coast is a highly desired place to live, work, play and grow, home to 393,000 locals and enjoyed by more than 3.8 million holidaymakers every year. Locals and visitors combined make more than 1.1 million trips each day.

A fresh approach is needed to provide more convenient, sustainable and accessible travel options, shifting towards a better public transport system that connects everyone.

Project overview

In line with the draft Southern Sunshine Coast Public Transport Strategy, TMR is undertaking a detailed business case (DBC) for an integrated public transport system for the Sunshine Coast. This work will build on the Sunshine Coast Mass Transit Project undertaken by Sunshine Coast Council (SCC). SCC's Mass Transit Options Analysis, endorsed on 20 October 2021, compared 5 options for an enhanced public transport connection between Maroochydhore and the Sunshine Coast University Hospital, with a possible extension to Caloundra. These options included:

- bus rapid transit
- light rail
- wireless light rail
- trackless tram
- quality bus corridor.

TMR is now reviewing and using SCC's Mass Transit Options Analysis report, alongside the outcomes of previous and future community feedback, to narrow down the public transport options to progress to DBC.

Get involved

A Community Reference Group (CRG) is being formed to better understand key issues, encourage community input, and foster greater collaboration and transparency.

TMR recognises that the Sunshine Coast is diverse and so too are its travel requirements. It's important the needs of everyone in the community are carefully weighed up when it comes to considering options for a public transport system.

TMR is currently seeking expressions of interest from members of diverse demographics and backgrounds located within the project area (between Maroochydhore and Caloundra) to represent the interests and voices of the following groups:

- accessibility
- business advocacy
- community interest/action
- education
- health
- residential (suburbs between Maroochydhore and Caloundra)
- tourism
- youth

Numbers are limited and membership is voluntary and unpaid. For full details, please refer to the **Terms of Reference** (located on right sidebar).

In considering applications, TMR will have regard to gender balance and cultural diversity. Further opportunities for input will be provided to other key stakeholder and interest groups, and the wider community, as the project progresses.

Express your interest

Sign up to complete the application below and express your interest to become a CRG member. Submissions close date xxx

Personal details

Full name Required

Organisation (if applicable)

Age range Required

Gender identity Required

Residential/business address Required

Mobile Required

Email Required

Interests and disclosures

How long have you resided in the Sunshine Coast? Required (Number of years)

Which of the following groups do you identify with and represent? Required

accessibility

business advocacy

community interest/action

education

health

residential (suburbs between Maroochydhore and Caloundra)

tourism

youth

Of the groups you identified above, which do you choose to primarily represent on the CRG? Required

Are you a member or volunteer of any community groups/organisations? Required

Are you a member of any lobbyist or activist groups? Required

Please detail your interest in becoming a CRG member. Required

Describe how you will represent and share CRG information, discussions and decisions with the community. Required

Please provide any additional information that you feel would be relevant for consideration.

Terms of Reference

I confirm I have read and agree to the CRG's Terms of Reference (viewable in sidebar). Required

Open Register for updates

First name Required

Last name Required

Email Required

Mobile

Submit

Timeline

- ★ Late October 2022 - Submissions for CRG open
 - ★ late November 2022 - Submissions for CRG close
 - ★ Late 2022/early 2023 - CRG membership announced
- See less

Terms of Reference

Community Reference Group - Terms of Reference PDF (160.78 KB)

Contact us

Have a question or want to learn more about the project? Contact us below:

Phone (07) 5451 7055

Email SCPublicTransport@tmr.qld.gov.au

Website tmr.qld.gov.au

In writing Sunshine Coast Public Transport Department of Transport and Main Roads PO Box 1600 MAROOCHYDORE QLD 4558

This project is funded through contributions from the Australian Government, Queensland Government and Sunshine Coast Council.



Social media posts

Project: Sunshine Coast Public Transport, business case

Geotargeting: 4551, 4575, 4557, 4572, 4558

Target Audience: Males and females aged 18+

Location: Caloundra, Caloundra West, Baringa, Aroona, Battery Hill, Dicky Beach, Golden Beach, Pelican Waters, Little Mountain, Kings Beach, Shelly Beach, Currimundi, Wurtulla, Meridan Plains, Birtinya, Bokarina, Warana, Parrearra, Buddina, Minyama, Mountain Creek, Mooloolaba, Alexandra Headland, Maroochydore

Spend: \$1000 (Facebook) and \$500 (LinkedIn)

Project WBS: 52-01236359.O.CO.3.7

Facebook:

TMR is on a journey towards a better public transport system for the Sunshine Coast and we want you along for the ride!

Join a Community Reference Group to better understand key issues, encourage input, and foster greater collaboration and transparency.

The Group will play a key role in shaping potential transport options to help make the shift towards sustainable travel choices, better connected communities, reducing the time spent in travel and our high reliance on cars.

If you're passionate about your local community, click the link for more information and to express your interest.

<Hive page URL>

Applications close on **X** Month 2022.

LinkedIn:

TMR is seeking Sunshine Coast locals to join us on the journey towards a better public transport system.

A Community Reference Group will be established by TMR to better understand key issues, encourage input, and foster greater collaboration and transparency.

You'll play a key role in shaping potential transport options to help make the shift towards sustainable travel choices, better connected communities, reducing the overall time spent in travel and the high dependence on cars.

TMR recognises the Sunshine Coast Region is diverse and so are its travel requirements. TMR is seeking a broad representation from the following groups:

- Accessibility
- Business advocacy
- Community interest/action
- Education
- Health
- Residential (suburbs between Maroochydore and Caloundra)
- Tourism
- Youth.

If you're passionate about your local community, click the link for more information and to express your interest.

<Hive page URL>

Applications close on X Month 2022.

Released under RTI - DTMR

Project Page content template – PDO Branch

(note program pages require different information)

* Indicates the field is Mandatory. The page will not be progressed or reviewed without this information.

Note: characters are individual letters, numbers or punctuation that take up 1 space. The template is customised to a specific amount of space so maximum number of characters needs to be adhered to otherwise webpage format will be impacted.

Page section	Details
Project name*	Max. 85 characters
	Sunshine Coast public transport, business case
Location*	Max. 100 characters
	N/A
Timing*	Max. 100 characters
	A detailed business case has commenced and is expected for completion by mid-2025.
Introduction*	Max. 150 characters
	The department is undertaking a detailed business case for an improved public transport system for the Sunshine Coast.
Project overview*	<p>This work builds on the Sunshine Coast Mass Transit Project undertaken by Sunshine Coast Council (SCC). SCC's Mass Transit Options Analysis, endorsed on 20 October 2021, compared five options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra. These options included:</p> <ul style="list-style-type: none"> • bus rapid transit • light rail • wireless light rail • trackless tram • quality bus corridor. <p>The department is now leading the project and is reviewing and using the options analysis report, alongside the outcomes of previous and future community feedback, to refine the options and inform the detailed business case.</p> <p>The project contributes to the draft Southern Sunshine Coast Public Transport Strategy which sets out TMR's vision for a future public transport system for the southern Sunshine Coast area. The project has been identified as a strategic connector to support the coastal corridor.</p>

Key features Web writing style guide section 9.2.3 or 9.3	The project aims to help: <ul style="list-style-type: none"> - Make the shift towards more sustainable travel choices - Better connect communities - Reduce time spent in travel - Reduce the high dependence on cars.
Benefits* To be checked and matched with Australian Government Infrastructure Investment Program website for jointly funded projects https://investment.infrastructure.gov.au	<ul style="list-style-type: none"> <input type="checkbox"/> Returns local roads <input type="checkbox"/> Improves safety <input type="checkbox"/> Increases capacity <input checked="" type="checkbox"/> Improves network efficiency <input checked="" type="checkbox"/> Increases traffic flow <input checked="" type="checkbox"/> Reduces peak hour congestion <input type="checkbox"/> Reduces interchange queuing <input type="checkbox"/> Improves flood immunity <input type="checkbox"/> Better road access <input type="checkbox"/> Increases car parks <input checked="" type="checkbox"/> Accessibility <input checked="" type="checkbox"/> Reduces travel time <input checked="" type="checkbox"/> Contributes to economy <input type="checkbox"/> Contributes to regional growth <input checked="" type="checkbox"/> Better active transport <input type="checkbox"/> Reduces maintenance <input type="checkbox"/> Improves ride quality
Current status*	A Community Reference Group is being formed by TMR to help refine the five options put forward by SCC as part of its Mass Transit Options Analysis.
Additional information	
Content owner* (Who is responsible for accuracy of the content)	Matthias Schlotterbach
Metadata* (keywords)	Sunshine Coast Public Transport, Sunshine Coast Mass Transit
Metadata* (description)	The department is undertaking a detailed business case for a public transport system for the Sunshine Coast.
Project type (used for site navigation and search filter)	Select one. Variations not permitted: <ul style="list-style-type: none"> <input type="checkbox"/> Infrastructure <input type="checkbox"/> Marine <input checked="" type="checkbox"/> Transport <input type="checkbox"/> Bus

	<input type="checkbox"/> Cycling
Status*	<input checked="" type="checkbox"/> Planning <input type="checkbox"/> Procurement <input type="checkbox"/> Detailed design <input type="checkbox"/> Pre-construction <input type="checkbox"/> Construction <input type="checkbox"/> Completed
Region*	North Coast
District*	N/A
Program name for tagging	Official program name only
	N/A
Funding*	Max. 200 characters The planning project is jointly funded by the Australian Government, Queensland Government and Sunshine Coast Council Investment ID 1236359
If not QTRIP funded	N/A
Funding total*	\$15 million
Funding – Australian Government	\$5 million
Funding – Queensland Government	\$5 million
Funding – Local Government	\$5 million
Related TMR projects	https://www.tmr.qld.gov.au/projects/draft-southern-sunshine-coast-public-transport-strategy https://www.tmr.qld.gov.au/projects/beerwah-to-maroochydore-rail-extension-planning
Contact us*	scpublictransport@tmr.qld.gov.au (07) 5451 7055 Department of Transport and Main Roads PO Box 1600 Maroochydore QLD 4558
Project update*	Heading: Max. 65 characters Body text: Max. 200 characters Description: Max. 200 characters
This section should to be like a latest news feed	
Frequently Asked Questions (FAQs)/Q&A section	N/A

Separate page to be developed – linked from 'Project overview' area	
Media assets (images, maps, other non-text elements).	N/A
YouTube Video	N/A
Consultation	
Get Involved	Between x and x , we are welcoming expressions of interest to join a Community Reference Group for the project. To view the Terms of Reference or to make your submission, click here .
Sustainability	We are committed to the implementation of sustainability principles for the Sunshine Coast public transport project aligned to the TMR Strategic Plan 2019-2023 objectives to be Accessible, Safe, Responsive, Efficient and Sustainable.
ISC Rating	
Short URL	No acronyms or abbreviations to be used – can apply through SCO
	www.tmr.qld.gov.au/scpublictransport
Mins/Departmental Announcement	Pending release of MS12078 announcing call for EOIs for CRG.

Web writing style

When preparing web copy you must use follow the [Queensland Government Web writing and style guide](#).

In most cases, consider web content as a conversation with your target audience rather than a static information library. To best meet the customer needs, our content needs to be interesting, helpful and engaging rather than just information and instructions.

To build rapport and engagement with your target audience, ensure language is used is friendly, conversational and helpful use 'we' or 'us' (don't use TMR or variants of this). Refer to the Queensland Web writing style guide section 8.

Specific terms

Approved term	Do not use
We, us	TMR, the department, Transport and Main Roads, Department of Transport and Main Roads
Queensland Government	State government
Australian Government	Feds, Federal
Queensland and Australian governments	Queensland and Australian Governments
park 'n' ride	Park n ride
centre line	centreline, centre-line

Web writing tips

- Use plain English and the reading age of year 9 (ideally lower to meet accessibility requirements) e.g. use the word 'do' instead of 'undertake'.
- Measurement – abbreviate units of measure and no space between the number and unit e.g. 25km.
- Acronyms – avoid using acronyms unless necessary, especially uncommon acronyms and those used internally by TMR. Using acronyms impacts the findability of content via search engines and potentially decrease the readability of content and accessibility compliance. Web analytics validate acronyms are rarely used by the public to find this content. Common road names are used to find information about projects.
- FAQs – in most cases FAQ format is not a best practice web content practice. Information about the project should be written as correctly formed web content and included in a section on the web page.
- Use active voice not passive voice.

Target stations

- Mix FM
- Sea FM

Approximate spend: \$4,000 over 2 weeks

Target audience

- Male and female
- 18 – 65+
- Caloundra to Maroochydore + surrounds

Radio script

Transport and Main Roads is on a journey towards a better public transport system for the Sunshine Coast and wants you along for the ride!

You're invited to join a Community Reference Group to better understand key issues, encourage input, and foster greater collaboration and transparency.

You'll play a key role in shaping potential transport options to help make the shift towards sustainable travel choices, better connected communities, reducing the time spent in travel and our high reliance on cars.

If you're passionate about your local community, Transport and Main Roads wants to hear from you!

Visit www.tmr.qld.gov.au and search 'Sunshine Coast public transport'

Released under RTI - DTMR

From: Department of Transport and Main Roads <SCPublicTransport@tmr.qld.gov.au>
Sent: Wednesday, 2 November 2022 12:37 PM
To: Emma J O'Mara
Subject: [TEST] Join the journey towards a better public transport system for the Sunshine Coast

Having trouble viewing this email? [View Online](#)

Department of Transport and Main Roads

Join the Department of Transport and Main Roads (TMR) on a journey towards a better public transport system for the Sunshine Coast



The Sunshine Coast is a highly desired place to live, work, play and grow, home to 393,000 locals and enjoyed by more than 3.8 million holidaymakers every year. Locals and visitors combined make more than 1.1 million trips each day.

A fresh approach is needed to provide more convenient, sustainable and accessible travel options, shifting towards a better public transport system that connects everyone.

What we're doing

In line with the draft **Southern Sunshine Coast Public Transport Strategy**, TMR is undertaking a detailed business case (DBC) for an integrated public transport system for the Sunshine Coast.

This work will build on the **Sunshine Coast Mass Transit Project** undertaken by **Sunshine Coast Council** (SCC). SCC's Mass Transit Options Analysis, endorsed on 20 October 2021, compared 5 options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra. These options included:

- bus rapid transit
- light rail
- wireless light rail

- trackless tram
- quality bus corridor.

TMR is now reviewing and using **SCC's Mass Transit Options Analysis report**, alongside the outcomes of previous and future community feedback, to narrow down the public transport options to progress to DBC.

Get involved

TMR wants to understand key issues, encourage community input, and foster greater collaboration and transparency, which is why a Community Reference Group (CRG) is being created.

The Sunshine Coast is diverse and so are its travel requirements. It's important the needs of everyone in the community are carefully weighed up when it comes to considering options for a public transport system.

TMR is currently seeking expressions of interest from members of diverse demographics and backgrounds located within the project area (between Maroochydore and Caloundra) to represent the interests and voices of the following groups:

- accessibility
- business advocacy
- community interest/action
- education
- health
- residential (suburbs between Maroochydore and Caloundra)
- tourism
- youth.

Numbers are limited and membership is voluntary and unpaid. In considering applications, TMR will have regard to gender balance and cultural diversity.

Further opportunities for input will be provided to other key stakeholder and interest groups, and the wider community, as the project progresses.

[Click to read more and apply](#)

Spread the word

It is important the CRG represents an equal cross-section of the community. You are encouraged to circulate this email or 'share' TMR's Facebook post with others who may be interested in this opportunity.

Contact us

If you require further information about the project, please contact the Sunshine Coast Public Transport project team.

Call: (07) 5451 7055 (Monday to Friday, 8.30am - 5.00pm)

Email: SCPublicTransport@tmr.qld.gov.au

Post: Sunshine Coast Public Transport
Department of Transport and Main Roads

PO Box 1600
Maroochydore Qld 4558

This project is funded through contributions from the Australian Government, Queensland Government and Sunshine Coast Council.



Australian Government



Queensland Government

This email was sent by North Coast and Wide Bay/Burnett Region, Department of Transport and Main Roads, 12 First Avenue, Maroochydore, Queensland 4558, Australia to emma.j.omara@tmr.qld.gov.au

[Unsubscribe](#)



**Queensland
Government**

Released under RTI/DTPM

Department of Transport and Main Roads
Decision Brief
MBN25825

To: Minister for Transport and Main Roads

<p>SUBJECT: Sunshine Coast Public Transport Community Reference Group</p>	<p>URGENT: Decision requested as soon as possible to allow for the first Community Reference Group meeting to occur in March 2023</p>
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Summary

- In February 2023, the Department of Transport and Main Roads (TMR) became aware of an issue where information containing the names of shortlisted Community Reference Group (CRG) members for the Sunshine Coast Public Transport (SCPT) project was displayed via an online link accessed through a previous stakeholder notification issued by the project team in December 2022.
- TMR was made aware of the issue through a social media post from a CRG applicant promoting their success as a member.
- TMR took immediate action to rectify the issue and remove the information. The stakeholder was asked to remove the public post on the CRG and to keep the information confidential. The stakeholder willingly complied with this request and immediately removed the post.
- On 10 November 2022, you endorsed the CRG process which is a critical component of TMR’s public commitment to engage with the community on this project (COM1076). A shift from this approach may have reputational impacts, including impacting community trust and delay the development of the Detailed Business Case (DBC).

Recommendations

- That you approve TMR to proceed with the current CRG process and approvals as outlined in COM1126.
- That you note your approval is requested as soon as possible to minimise any possible delays to the SCPT project.

Background

Not Relevant

- On 21 November 2022, you announced a CRG would be formed for the SCPT project. This news was widely reported via local Sunshine Coast based media and was strongly welcomed by the community and key stakeholders. The project reputation may have been impacted during Sunshine Coast Council’s (SCC) engagement efforts. TMR believes this may have been from a lack of education on the different modes, the need for the project and links to future growth and densification.
- Your commitment to the CRG was reiterated in a response to the Mass Transit Action Group (MTAG) in January 2023 (MC130008).

<p>Action Officer: Scott Whitaker Regional Director North Coast Region Tel: 5451 7071 Date: 17 March 2023</p>	<p>Endorsed by: GM Ann-Maree Knox General Manager Program Delivery & Operations Tel: 3066 2301 Date: 20 March 2023</p>	<p>Endorsed by: DDG Julie Mitchell Deputy Director General Infrastructure Management and Delivery Tel: 3066 2245 Date: 20 March 2023</p>	<p>Endorsed by: DDG Neil Scales Director-General Tel: 3066 2245 Date: 20 March 2023</p>
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- In total, 114 applicants made submissions to join the CRG between November and December 2022, demonstrating high levels of interest and willingness from the community to be involved in the project.
- TMR undertook a thorough and considered review of all CRG applicants and involved a representative of SCC and an independent facilitator to help shortlist the recommended CRG members.
- The purpose of the CRG is to help better understand key issues, encourage community input, and foster greater collaboration and transparency. Importantly, it will help ensure the diverse needs of everyone in the community are heard and understood when considering options for a future public transport system. It is critical to have the CRG involved early in the DBC to ensure they are involved in each step, including shortlisting of options.
- The CRG is not a formal committee of TMR but rather a community feedback group that provides concerns and suggestions to assist the project team. It is not a decision-making body. The CRG will work together to recommend suggestions to be progressed by TMR for consideration.
- The information and input to be obtained from the CRG will be invaluable in informing the development of the DBC. The CRG will also help guide and inform how future, widespread community engagement on the project is carried out.
- TMR uses the Queensland Treasury's Project Assessment Framework to assess projects at critical stages. At each stage of a project, the project's progress and quality is assessed via a series of gateway reviews by independent reviewers to ensure the project (and associated investment) meets strategic objectives and achieves value for money. Community consultation is an important part of this process, with the CRG to contribute significantly to this.
- TMR has sought expressions of interest to represent several groups identified as essential to the project – community interest/action was one of eight areas of interest selected. TMR acknowledges that representatives of this particular interest group will have varied opinions towards the project, however, also acknowledges that healthy debate will be a natural part of the CRG process. An independent facilitator has been engaged to ensure these discussions are carefully managed in accordance with the Terms of Reference (ToR) to achieve the objectives of the CRG.
- The ToR (**Attachment 1**), which each applicant signed when applying, explicitly stated that the names of those appointed to the CRG will be published on TMR's webpage. It also states that members can share their thoughts on their personal social media platforms about the project from a personal perspective. It reiterates this is not a decision-making body and addresses confidentiality however, this relates more to during the meetings and that TMR would advise what information is confidential and cannot be shared.

Key Issues

- The diverse group of 19 representatives shortlisted for the CRG will support the successful progression of the DBC by helping TMR better understand key issues and ensure the needs of everyone in the community are heard and understood when considering options for a future public transport system.
- TMR recognises the CRG offers an opportunity to educate and build advocates, leading to greater understanding and acceptance of the project from within the community.
- A shift from this approach may have reputational impacts on TMR, including impacting community trust and delay the development of the DBC.

Not Relevant

- TMR identified gaining broad community support was a priority for the successful progression of the DBC. TMR progressed the CRG approach as an opportunity to work directly with key groups and influencers within the community to enable greater education and understanding, and in time, gain their support for the project.

- Since announcing the intention to form a CRG, TMR has observed a change in tone from one of the key influencers, MTAG, who responded positively to the formation of the CRG and encouraged people to apply to join. Their language towards TMR is more positive when compared to that towards SCC, demonstrating a change in behaviour towards the project and potential to continue doing so.
- The involvement of a senior MTAG representative in the CRG presents an opportunity for TMR to capture input from MTAG's large membership and to correct any misconceptions that may have arisen during council's leadership of the project.
- MTAG representation on the CRG will provide a unique opportunity for TMR and the Office of the Minister for Transport and Main Roads to collaborate with the group to execute media opportunities.

Not Relevant

- TMR has engaged an independent facilitator to lead the CRGs and help manage risks going forward. The independent facilitator plans to build a relationship with each member before the first meeting to learn about their concerns and identify any approaches needed for managing each member during the meetings.
- TMR's experience is that having a diverse group of members on the CRG fosters robust conversations with group members which leads to positive outcomes for a project. It will help TMR understand key issues and ensure the diverse needs of everyone in the community are heard and understood when it comes to considering options for a future public transport system.

Vision 6

Not Relevant

- The SCPT project team has used Vision 6 to inform the community at the following times:
 - 21 November 2022 – initial email sent advising expressions of interest had opened
 - 6 December 2022 – reminder email sent advising expressions of interest were soon closing
 - 14 December 2022 – acknowledgement email sent to CRG applicants advising expressions of interest had closed and would soon be assessed.
- Each email sent from Vision 6 has a function at the top of the email that allows recipients to view the content online in a web browser if they are having trouble viewing the email.
- In February 2023, a stakeholder clicked on this link from the email sent on 14 December 2022. It opened a draft email that was in the system waiting for release pending approval. This draft email contained the names of the shortlisted CRG members (**Attachment 2**).
- As soon as TMR became aware of the issue, immediate action was taken to disable the link and contact the stakeholder to request the social media post be removed and that the information remain confidential. The stakeholder willingly complied with these requests.

Not Relevant

Financial Implications

- There are no financial implications.

Consideration of the *Human Rights Act 2019* (HR Act)

- The HR Act was considered when making the recommendations outlined in this brief, and there are no impacts to human rights.

Consultation with Stakeholders

- TMR is currently preparing for the first few meetings of the CRG and will initially focus on assisting in the process of shortlisting mode options. TMR is hoping to have shortlisted options identified mid-year, therefore its important the first meeting is undertaken before the end of March 2023.

Not Relevant

Employment

- There are no employment impacts associated with this matter.

Media

- On 21 November 2022, you announced a CRG would be formed for the project with a list of appointed members to be announced in early 2023. This news was widely reported via local Sunshine Coast based media and was strongly welcomed by the community and key stakeholders, many of which had previously criticised SCC's community engagement efforts on the project.
- A media statement (MS12304) announcing the appointed CRG members has been prepared which includes quotes from Mr Mark Jamieson, Mayor, SCC.
- TMR believes there's a unique opportunity to collaborate with a group such as MTAG to execute media opportunities and include quotes in statements. This has proved beneficial with similar projects with reference groups such as Not Relevant

Election Commitments

- This matter does not relate to an election commitment.

Government Objectives

- This matter does not relate to a government objective.

Summary of Actions

- That you approve TMR to proceed with the current CRG process and approvals as outlined in COM1126.
- That you note your approval is requested as soon as possible to minimise any possible delays to the SCPT project.

Minister's comments:

Approved / Not Approved

Minister's signature.....

Date/...../.....

Released under RTI-DTMR

Released under RTI - DTMR

Sunshine Coast Public Transport (Detailed Business Case)

Community Reference Group – Terms of Reference



Queensland
Government

What is the community reference group?

The Department of Transport and Main Roads (TMR) is undertaking a detailed business case for the Sunshine Coast Public Transport project. The Project is being led by the project team who is accountable to TMR.

TMR will establish a community reference group (CRG) for the Project. The role of the CRG is to enable community input into the Project and provide an opportunity for community issues to be discussed with and understood by the project team.

The CRG is not a decision-making body and it is not a requirement that consensus always be reached between members on issues discussed.

The creation of the CRG aims to facilitate:

- further community involvement in the Project
- community feedback and suggestions to assist with decision-making
- increased community understanding about the Project, its opportunities and constraints
- a more effective response from the project team to evolving issues and concerns.

Objectives

The primary objectives of the CRG are to:

- share local knowledge between community stakeholders and TMR and the Project team
- help aid the options refinement process for the Project
- test ideas and approaches and act as a 'sounding board' for the Project team
- encourage the development of a collegiate and cooperative relationship between TMR and stakeholders to understand issues that affect the community
- act as conduit to the broader community to share information and generate understanding about the Project within the terms of the CRG.

Membership

Membership of the CRG is on a voluntary basis, and no payment will be made for participation or anything incidental to participation in the CRG.

The CRG meetings will be chaired by an independent facilitator (Facilitator) with professional facilitation and/or negotiation skills who is appointed by TMR.

In addition to members of the local community, each CRG meeting will also include officers from TMR and members of the project team. Staff from other agencies may be invited to participate from time to time.

Elected representatives from local councils, state or federal government members or representatives will not be permitted to be a member of the CRG but will be kept informed of progress.

Selection process and appointment

Nominations for appointment to the CRG will be open to all community members who have an interest in the Project. Input will be invited by TMR from the wider community during future community engagement.

A panel, consisting of senior representatives from TMR and its Project team will consider all applications.

The panel will seek to appoint to the CRG:

- members from a range of ages and backgrounds within the project area
- members with a balance of interests including residents, community/interest groups, businesses and local facilities.

Up to 20 members will be selected to participate in the CRG and will be approved by the Minister of Transport and Main Roads. The names of those appointed to the CRG will be published on the Project webpage.

Those who are not selected will be advised they are unsuccessful and other opportunities will be available to provide feedback. If a vacancy becomes available, they may be approached to join the CRG.

TMR reserves its right to limit CRG membership numbers based on achieving a balanced approach to community viewpoints and opinions.

Membership terms

The CRG will be established for a period of 12 months, with the possibility of extension. Members agree to commit to attend at least 75 per cent of meetings over the set 12-month period.

Media liaison and social media

Individual members can share their thoughts on their personal social media channels about the Project from a personal perspective. They are also welcomed to speak to or be interviewed by media about the Project on the proviso that TMR is notified a reasonable time prior to the interview taking place. They must not act as a spokesperson on behalf of TMR or the CRG or allow any inference to be made that they are a spokesperson for TMR or the CRG or the Project. They must state that their opinions are their personal opinions only and not those of TMR, the project team, the CRG or CRG committee members.

CRG members agree to not make statements relating to the views or involvement of others in the CRG or related to the Project or pertaining to any confidential or privacy related information and agree to not publicly name members of TMR's Project team or identify them in any other way.

Any breach may see the CRG member removed from the group and any breach of confidential or privacy related information may also result in personal legal consequences.

New members

If the CRG requires an appointment of a new member mid-term, TMR may seek other nominations to fill the position or may appoint an unsuccessful applicant from an earlier call from applications without calling for further nominations.

Membership resignations and vacancies

A member's position voluntarily becomes vacant once they provide their resignation in writing to SCPublicTransport@tmr.qld.gov.au.

A position may be declared vacant if the member:

- fails to attend more than three consecutive meetings without a reasonable excuse
- breaches the CRG protocols and responsibilities listed in this Terms of Reference
- becomes an employee of the project team or TMR or a state or federal elected representative.

Participant responsibilities

A member must:

- prepare for, attend and actively participate in CRG meetings, including reviewing any meeting papers circulated in advance of the CRG meetings
- actively and respectfully engage in a professional, respectful, honest and civil manner
- share their views but also remain committed to open and shared dialogue
- respect the right to involvement and views of other members
- no electronic recording equipment, cameras or video materials are permitted at meetings without the consent of TMR and the CRG
- maintain confidentiality and use material and information provided by TMR only for the purposes and objectives set out in these Terms of Reference.
- agree to disseminate relevant information accurately and in good faith to the group they represent
- agree to abide by media, social media and confidentiality protocols.

Should members of the CRG not comply with these CRG Terms of Reference, continually disrupt meetings, or disrespect the rights of other members to participate, the CRG member may be asked to resign from the CRG or be asked to leave that meeting.

Operating protocols

Members will be invited to nominate issues for discussion, as will the Project team, prior to each meeting.

The number of items will be limited to allow for appropriate levels of discussion within the meeting timeframe. Agenda items not covered will be carried over to subsequent meetings.

If a member believes he or she may have a conflict of interest in relation to a particular issue or item of discussion, the member should immediately make this clear to TMR and may be excluded from discussion on this issue and from receiving any further material about this issue.

Frequency of meetings

The frequency of the CRG meetings will be discussed during the first CRG meeting and confirmed at the second meeting. CRG meetings will be held on a weeknight (Tuesday to Thursday) either at venues in the project area or online. It is anticipated that the meetings will run for up to two hours.

Project team

The Project team will:

- provide regular information on the progress of the Project
- where deemed reasonable by the Facilitator, arrange consultant(s) to explain technical information to the CRG and, where required, invite representatives from relevant government agencies or other individuals to attend CRG meetings as a guest
- follow-up requests for additional information and review of specific issues as requested by the CRG.

All requests and proposals from the CRG will be considered by the project team, while maintaining the right to decline, if requests and proposals are not feasible. The project team must report back to the CRG on consideration of their comments.

Dissolution of the CRG

If it is deemed by the members or by TMR that the role of the CRG is no longer required, TMR may dissolve the CRG. Any request for dissolution must demonstrate why the CRG is no longer required.

Secretariat function

TMR will provide a secretariat function for the CRG by:

- receiving and distributing issues submitted by CRG members for discussion at the next CRG meeting
- receiving and distributing any documents to be considered at the next CRG meeting
- preparing and distributing meeting agendas
- organising, facilitating and hosting CRG meetings
- keeping minutes of the CRG meetings including a record of meeting attendees, key issues raised and actions recommended or agreed to (comments from individuals will not be attributed to them and a verbatim record of the meeting will not be prepared)
- distributing the minutes to the Facilitator prior to distribution to CRG members and then to CRG members within 14 days of the meeting
- receiving any requested written changes to the minutes which will be tabled and discussed at the next meeting and adopted by the CRG if agreed.
- placing a summary of the key issues and outcomes of the meeting on TMR's online engagement page.

Dispute resolution

It is not a requirement that consensus be reached among CRG members on the issues discussed. Differing views will be noted and taken into consideration. In the event of any dispute between the CRG and TMR, the Facilitator will seek to resolve the issue in consultation with TMR.

Confidentiality

From time to time the CRG may review information not yet in the public arena and/or information which is not adopted or approved by TMR pertaining to particular privately-owned properties. In these instances, the Facilitator will advise of the requirement to maintain the confidentiality of this information. CRG members will be required to uphold this confidentiality by not taking written notes of the discussion and not discussing the topic or disclosing information concerning it outside the CRG forum.

If confidential information is disclosed or personal privacy information that may lead to the identity of any person is disclosed, the discloser may be subject to personal legal consequences.

Authority

The CRG is not a formal committee of TMR but rather a community feedback group that provides feedback and suggestions to assist the project team. It is not a decision-making body. The CRG will work together to recommend suggestions to be progressed by TMR for consideration.

Agreement

Yes, I agree to the CRG terms of reference.

Name:	
Signature	
Date:	

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Department of Transport and Main Roads

Congratulations, you've been selected to join our Community Reference Group!



Welcome aboard the journey to a better public transport system for the Sunshine Coast. We're thrilled to have you along for the ride!

The Department of Transport and Main Road would like to thank you for the time taken to submit your application to join our Community Reference Group (CRG) late last year. In total, we received 114 submissions during the three-week expression of interest period.

A panel has assessed all applications received, with the following 19 representatives making up the full CRG membership:

Accessibility

- PI [redacted] Sporting Dreams Inc.
- PI [redacted] individual

Business Advocacy

- PI [redacted] Caloundra Chamber of Commerce & Industry Inc.
- PI [redacted] Business owner PI [redacted]

Community Interest/Action

- PI [redacted] Organisation Sunshine Coast Association of Residents (OSCAR)
- Tracey Goodwin-McDonald, Mass Transit Action Group
- PI [redacted] Sunshine Coast Environment Council Inc.

Education

- PI [redacted] University of the Sunshine Coast

Health

- PI [redacted] Sunshine Coast University Hospital
- PI [redacted] Individual

Residential

- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted], Resident PI [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident PI [redacted]

Tourism

- PI [redacted] Visit Sunshine Coast

Youth

- PI [redacted] Individual
- PI [redacted] Individual

We congratulate you on your appointment and look forward to working with you.

Meetings

All CRG meetings will be facilitated by an independent facilitator with PI [redacted] of The Comms Team engaged by TMR. PI [redacted] will soon contact you by phone to welcome you to the CRG.

We strive to plan the CRG meetings at times convenient to the majority of members. To assist in planning and to better understand your preferences and requirements, we invite you to complete a short questionnaire by close of business <date>.

Complete the questionnaire

Terms of Reference

The CRG will be administered in line with Terms of Reference you agreed to as part of your expression of interest. A signed copy of the Terms of Reference is required for our records.

Can you please download and sign the Terms of Reference document and return to SCPublicTransport@tmr.qld.gov.au by close of business <date>.

Download the Terms of Reference



Contact us

Want more information? Contact the Sunshine Coast Public Transport project team:

Web: yoursay-projects.tmr.qld.gov.au/sunshine-coast-public-transport

Call: (07) 5451 7055 (Monday to Friday)

Email: SCPUBLICTRANSPORT@tmr.qld.gov.au

Post: Sunshine Coast Public Transport
Department of Transport and Main Roads
PO Box 1600
Maroochydore Qld 4558

This project is funded through contributions from the Australian Government, Queensland Government and Sunshine Coast Council.



Australian Government



Queensland Government

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Department of Transport and Main Roads
Decision Brief
COM1126

To: Minister for Transport and Main Roads

SUBJECT: Sunshine Coast Public Transport – Community Reference Group membership announcement	URGENT: Decision requested by 17 February 2023 to allow the first Community Reference Group meeting to be held by late February 2023
--	---

Summary

- In late 2022, the Department of Transport and Main Roads (TMR) announced the formation of a Community Reference Group (CRG) for the Sunshine Coast Public Transport (SCPT) project.
- The CRG aims to foster greater transparency and community involvement in the project and assist TMR in refining the options for a mass transit system put forward by Sunshine Coast Council (SCC).
- Between 21 November and 11 December 2022, TMR sought expressions of interest from members of diverse demographics and backgrounds within the project area (between Maroochydore and Caloundra) to represent the interests of the following groups:
 - accessibility
 - business advocacy
 - community interest/action
 - education
 - health
 - residential (suburbs between Maroochydore and Caloundra)
 - tourism
 - youth.
- There were 114 received expressions of interest, which were assessed by a panel comprising members of TMR's project team, SCC and an independent facilitator procured to facilitate the CRG meetings.
- A total of 19 people have been selected for appointment to the CRG.

Recommendations

- That you approve:
 - 19 people for appointment to the CRG
 - an updated project snapshot (**Attachment 1**)
 - an update to TMR's online engagement portal (**Attachment 2**)
 - notifications to successful applicants (**Attachment 3**), unsuccessful applicants (**Attachment 4**), and key stakeholders and community members (**Attachment 5**)
 - proposed social media post (**Attachment 6**)
 - an update to the project webpage (**Attachment 7**).
- That you note your decision is requested by 17 February 2023 to allow the first CRG meeting to be held by late February 2023.

Action Officer: Scott Whitaker Regional Director (North Coast) Tel: 5451 7071 Date: 25 January 2023	Endorsed by: Ann-Maree Knox General Manager (Program Delivery and Operations) Tel: 3066 2301 Date: 2 February 2023	Endorsed by: DDG Julie Mitchell Deputy Director-General (Infrastructure Management and Delivery) Tel: 3066 2245 Date: 7 February 2023	Endorsed by: DG Neil Scales Director-General Tel: 3066 7316 Date: 8 February 2023
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Background

Not Relevant

- In total, 19 people have been selected for appointment to the CRG:
 - Accessibility:
 - PI [redacted] Sporting Dreams Inc.
 - PI [redacted] individual
 - Business Advocacy:
 - PI [redacted] Caloundra Chamber of Commerce and Industry Inc.
 - PI [redacted] business owner PI [redacted]
 - Community Interest/Action:
 - PI [redacted] Organisation Sunshine Coast Association of Residents
 - Ms Tracey Goodwin-McDonald, Mass Transit Action Group
 - PI [redacted] Sunshine Coast Environment Council Inc.
 - Education:
 - PI [redacted] University of the Sunshine Coast
 - Health:
 - PI [redacted] Sunshine Coast University Hospital
 - PI [redacted] individual
 - Residential:
 - PI [redacted] resident PI [redacted]
 - [redacted] resident [redacted]
 - PI [redacted] resident PI [redacted]

- Tourism:
 - [PI] Visit Sunshine Coast
- Youth:
 - [PI] individual
 - [PI] individual.

- As noted in the CRG Terms of Reference agreed to by all applicants, the names of those appointed to the CRG will be published online on TMR's webpage.
- The members selected provide a balanced cross section in terms of gender, ages, geographic locations and time resided on the Sunshine Coast.
- A rationale for the panel's selection of the above members has been provided (**Attachment 8**).

Key Issues

Not Relevant

- Establishing a CRG will provide greater transparency and foster collaboration between TMR and the community.

Financial Implications

- There are no financial implications.

Consideration of the *Human Rights Act 2019* (HR Act)

- The HR Act was considered when making the recommendations outlined in this brief, and there are no impacts to human rights.

Consultation with Stakeholders

- The establishment of a CRG will assist TMR in refining the five options put forward by SCC. TMR anticipates the formation of the CRG, and the consultation approach will be welcomed by the community. It will also provide opportunities to promote the draft SSCPTS, including education on the integration between, and benefits of, both the DSC Rail Line and SCPT projects.
- Between 21 November and 11 December 2022, TMR sought expressions of interest from members of diverse demographics and backgrounds located within the project area (between Maroochydore and Caloundra).

Not Relevant

Employment

- There are no employment impacts associated with this matter.

Media

- A proposed joint media release announcing the CRG membership has been prepared for your consideration and will be progressed through TMR's Media Unit (MS12304). This includes quotes from you, the Honourable Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government, and an SCC representative.

- To maximise coverage and exposure locally, TMR requests that this is distributed to the following local media:
 - *Sunshine Coast Daily / The Courier-Mail*
 - Sunshine Coast News
 - My Weekly Preview
 - ABC Sunshine Coast
 - Hot 91.1FM
 - Zinc 96.1FM
 - 91.2 MixFM
 - 91.9 SeaFM
 - Seven News Sunshine Coast
 - Win News.
- A series of targeted social media posts are planned to generate awareness of the announcement via Facebook and LinkedIn and will be progressed via TMR's Social Media team (**Attachment 6**).
- The TMR project webpage will also be updated to include details about the CRG (**Attachment 7**).

Election Commitments

- This matter does not relate to an election commitment.

Government Objectives

- This matter does not relate to a government objective.

Summary of Actions

- That you approve:
 - 19 people for appointment to the CRG
 - an updated project snapshot (**Attachment 1**)
 - an update to TMR's online engagement portal (**Attachment 2**)
 - notifications to successful applicants (**Attachment 3**), unsuccessful applicants (**Attachment 4**), and key stakeholders and community members (**Attachment 5**)
 - proposed social media post (**Attachment 6**)
 - an update to the project webpage (**Attachment 7**).
- That you note your decision is requested by 17 February 2023 to allow the first CRG meeting to be held by late February 2023.

Minister's comments:

Approved / Not Approved

Minister's signature.....

Date/...../.....

Sunshine Coast Public Transport

Project snapshot – January 2023

In late 2022, the Department of Transport and Main Roads (TMR) called for Expressions of Interest (EOI) to join a Community Reference Group (CRG) for the Sunshine Coast Public Transport project. A total of 114 EOIs were received, and following a thorough review process 19 have been selected for CRG membership.

Situation

Between 21 November 2022 and 11 December 2022, TMR sought EOIs to join the CRG from members of diverse demographics and backgrounds to represent the interests and voices of the following groups:

- accessibility
- business advocacy
- community interest/action
- education
- health
- residential (suburbs between Maroochydore and Caloundra)
- tourism
- youth.

The CRG will provide greater transparency and foster collaboration between TMR and the community. It will also ensure the needs of everyone in the community are carefully weighed up when it comes to considering options for a future public transport system.

Recommendation

A panel, made up of representatives of TMR and its project team, including an independent facilitator, have now carefully assessed all 114 submissions.

To ensure an even cross-section of the community is represented, the panel has aimed to appoint members of diverse ages, genders and backgrounds.

Details of those selected for CRG membership are provided overleaf.



Artist's impression



Recommendations (continued)

TMR is seeking approval to appoint 19 people as members of the CRG to represent the following key interest groups:

Accessibility

- [PI] Sporting Dreams Inc.
- [PI] Individual

Business Advocacy

- [PI] Caloundra Chamber of Commerce & Industry Inc
- [PI] Business owner [PI]

Community Interest/Action

- [PI] Organisation Sunshine Coast Association of Residents (OSCAR)
- Tracey Goodwin-McDonald, Mass Transit Action Group
- [PI] Sunshine Coast Environment Council Inc

Education

- [PI] University of the Sunshine Coast

Health

- [PI] Sunshine Coast University Hospital
- [PI] Individual

Residential

- [PI] Resident [PI]

Tourism

- [PI] Visit Sunshine Coast

Youth

- [PI] Individual
- [PI] Individual

Benefits

The formation of the CRG has been welcomed by the community. It will also provide opportunities to promote the draft Southern Sunshine Coast Public Transport Strategy (SSCPTS) which this project contributes to. Further, it will provide education on the integration between, and benefits of, both the Direct Sunshine Coast Line and Sunshine Coast Public Transport projects.

Previous consultation

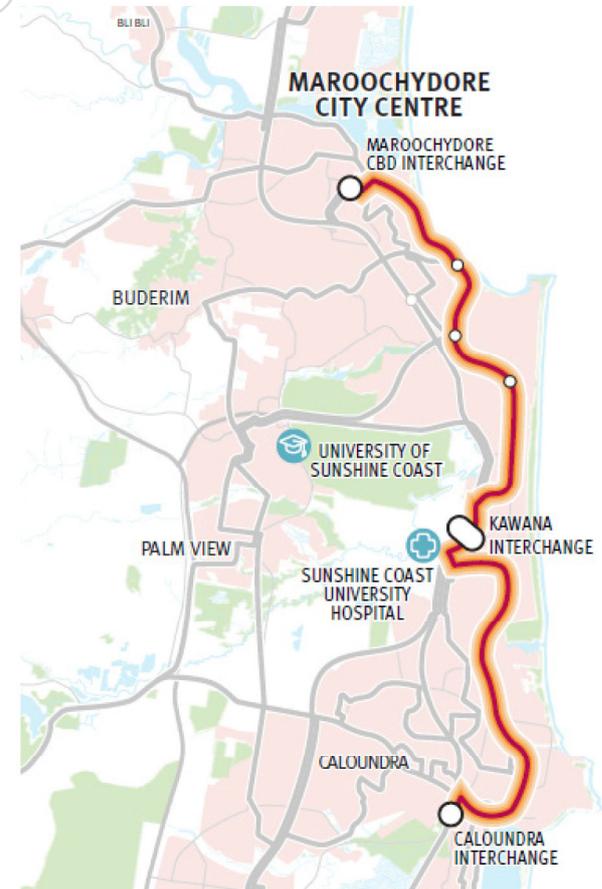
Between 28 April and 22 June 2021, SCC undertook community engagement on the Sunshine Coast Mass Transit Options Analysis. Following SCC's consultation activities in 2021, local residents and some key community groups opposed the addition of light rail as an option. While the project had not been formally handed to TMR at this point in time, TMR publicly maintained that it will not identify a preferred mass transit vehicle type, or if mass transit is the preferred option, until completion of the Detailed Business Case.

Upcoming consultation

TMR will provide the wider community with opportunities to provide feedback as part of consultation planned to occur in May 2023.

Project area

The project has been identified as a strategic connector to support the coastal corridor as shown in the draft SSCPTS.



Map taken from draft SSCPTS.

Stakeholders

The Honourable Mark Bailey MP, Minister for Transport and Main Roads.

Elected and government representatives:

- Mr Jason Hunt MP, Member for Caloundra
- Mr Jarrod Bleijie MP, Member for Kawana
- Ms Fiona Simpson MP, Member for Maroochydore
- Mr Brent Mickelberg MP, Member for Buderim
- Mr Dan Purdie MP, Member for Ninderry
- Mr Andrew Wallace MP, Member for Fisher
- Mr Ted O'Brien, Member for Fairfax
- Cr Mark Jamieson, Mayor, SCC
- Ms Emma Thomas, Chief Executive Officer, SCC.

Funding

The Australian and Queensland governments, along with SCC, have committed \$5 million each towards the \$15 million development of the Detailed Business Case for an integrated urban public transport solution for the Sunshine Coast.

Timeframes



Sunshine Coast public transport

We've formed a Community Reference Group to help shape our future public transport system



Home / Sunshine Coast public transport

The Department of Transport and Main Roads (TMR) is on a journey towards a better public transport system for the Sunshine Coast

The Sunshine Coast is a highly desirable place to live, work, play and grow, and is home to 393,000 locals and enjoyed by more than 3.8 million holidaymakers every year. Locals and visitors combined make more than 1.1 million trips each day.

A fresh approach is needed to provide more convenient, sustainable and accessible travel options, shifting towards a better public transport system that connects everyone.

In line with the draft Southern Sunshine Coast Public Transport Strategy, TMR is undertaking a Detailed Business Case for an integrated public transport system for the Sunshine Coast.

This work will build on the Sunshine Coast Mass Transit Project undertaken by Sunshine Coast Council (SCC). SCC's Mass Transit Options Analysis, endorsed on 20 October 2021, compared 5 options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra. These options included:

- bus rapid transit
- light rail
- wireless light rail
- trackless tram
- quality bus corridor

TMR is now reviewing and using SCC's Mass Transit Options Analysis Report, alongside the outcomes of previous and future community feedback, to determine the public transport options to progress to Detailed Business Case.

Community Reference Group (CRG)

TMR recognises that the Sunshine Coast is diverse and so too are its residents' travel requirements. It is important the needs of everyone in the community are carefully weighed up when it comes to considering options for a public transport system.

A CRG is being formed to better understand key issues, encourage community input, and foster greater collaboration and transparency.

Between 21 November 2022 and 11 December 2022, TMR sought expressions of interest from members of diverse demographics and backgrounds located within the project area (between Maroochydore and Caloundra) to represent the interests and voices of the following groups:

- accessibility
- business advocacy
- community interest/action
- education
- health
- residential (suburbs between Maroochydore and Caloundra)
- tourism
- youth.

A total of 114 applications were received and TMR thanks everyone who took the time to make a submission.

A panel, including an independent facilitator, has now assessed all applications and 22 representatives have been appointed to the CRG.

Meet the CRG members

Accessibility Sporting Dreams Inc. Individual	Business Advocacy Caloundra Chamber of Commerce & Industry Inc. Business owner	Community Interest / Action Organisation Sunshine Coast Association of Residents (OSCAR) Talcev Goodwin-McKejaid Mass Transit Action Group Sunshine Coast Environment Council Inc.
Education University of the Sunshine Coast	Health Sunshine Coast University Hospital Individual	Residential Resident Resident Resident Resident Resident Resident Resident
Tourism Visit Sunshine Coast	Youth Individual Individual	

Register to receive project updates and be alerted to opportunities to have your say:

Open

First name Required

Last name Required

Email Required

Mobile

Submit

- #### Timeline
- 21 November 2022 - submissions for CRG open
 - 11 December 2022 - submissions for CRG close
 - Early 2023 - CRG membership announced
- See less

Document library

Community Reference Group - Terms of Reference PDF (166.53 KB)

Contact us

Have a question or want to learn more about the project? Contact us below:

Phone (07) 5451 7955

Email SCPublicTransport@tmr.qld.gov.au

Website www.tmr.qld.gov.au/projects/sunshine-coast-public-transport-business-case

In writing Sunshine Coast Public Transport Department of Transport and Main Roads North Coast Region PO Box 1600 MAROOCHYDORE QLD 4558

This project is funded through contributions from the Australian Government, Queensland Government and Sunshine Coast Council



For more project information on what's happening in your region visit www.tmr.qld.gov.au/Projects Other Queensland Government consultations can also be found at www.getinvolved.qld.gov.au

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Department of Transport and Main Roads

Congratulations, you've been selected to join our Community Reference Group!



Welcome aboard the journey to a better public transport system for the Sunshine Coast. We're thrilled to have you along for the ride!

The Department of Transport and Main Road would like to thank you for the time taken to submit your application to join our Community Reference Group (CRG) late last year. In total, we received 114 submissions during the three-week expression of interest period.

A panel has assessed all applications received, with the following 19 representatives making up the full CRG membership:

Accessibility

- PI [redacted] Sporting Dreams Inc.
- PI [redacted] individual

Business Advocacy

- PI [redacted] Caloundra Chamber of Commerce & Industry Inc.
- PI [redacted] Business owner PI [redacted]

Community Interest/Action

- PI [redacted] Organisation Sunshine Coast Association of Residents (OSCAR)
- Tracey Goodwin-McDonald, Mass Transit Action Group
- PI [redacted] Sunshine Coast Environment Council Inc.

Education

- PI [redacted] University of the Sunshine Coast

Health

- PI [redacted] Sunshine Coast University Hospital
- PI [redacted] Individual

Residential

- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted], Resident PI [redacted]
- PI [redacted] Resident ([redacted]
- PI [redacted] Resident PI [redacted]

Tourism

- PI [redacted] Visit Sunshine Coast

Youth

- PI [redacted] Individual
- PI [redacted] Individual

We congratulate you on your appointment and look forward to working with you.

Meetings

All CRG meetings will be facilitated by an independent facilitator with PI [redacted] of The Comms Team engaged by TMR PI [redacted] will soon contact you by phone to welcome you to the CRG.

We strive to plan the CRG meetings at times convenient to the majority of members. To assist in planning and to better understand your preferences and requirements, we invite you to complete a short questionnaire by close of business <date>.

Complete the questionnaire

Terms of Reference

The CRG will be administered in line with Terms of Reference you agreed to as part of your expression of interest. A signed copy of the Terms of Reference is required for our records.

Can you please download and sign the Terms of Reference document and return to SCPublicTransport@tmr.qld.gov.au by close of business <date>.

Download the Terms of Reference



Contact us

Want more information? Contact the Sunshine Coast Public Transport project team:

Web: yoursay-projects.tmr.qld.gov.au/sunshine-coast-public-transport

Call: (07) 5451 7055 (Monday to Friday)

Email: SCPUBLICTRANSPORT@tmr.qld.gov.au

Post: Sunshine Coast Public Transport
Department of Transport and Main Roads
PO Box 1600
Maroochydore Qld 4558

This project is funded through contributions from the Australian Government, Queensland Government and Sunshine Coast Council.



Australian Government



Queensland Government

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Department of Transport and Main Roads

Thank you for taking the time to submit your application



We received a total of 114 submissions from the community and appreciate the effort from all applicants.

A panel has now completed an assessment of all applications. Unfortunately, you have not been selected for the Community Reference Group (CRG).

Your voice is important to us, and we will ensure that you are notified of opportunities to have your say on the project as the project progresses.

We are pleased to announce the following 19 representatives who will make up the full CRG membership:

Accessibility

- PI [redacted] Sporting Dreams Inc.
- PI [redacted] Individual

Business Advocacy

- PI [redacted] Cairns Chamber of Commerce & Industry Inc.
- PI [redacted] Business owner PI [redacted]

Community Interest/Action

- PI [redacted] Organisation Sunshine Coast Association of Residents (OSCAR)
- Tracey Goodwin-McDonald, Mass Transit Action Group
- PI [redacted] Sunshine Coast Environment Council Inc.

Education

- PI [redacted] University of the Sunshine Coast

Health

- PI [redacted] Sunshine Coast University Hospital
- PI [redacted] Individual

Residential

- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted], Resident PI [redacted]
- PI [redacted] Resident (PI [redacted])
- PI [redacted] Resident PI [redacted]

Tourism

- PI [redacted] Visit Sunshine Coast

Youth

- PI [redacted] Individual
- PI [redacted] Individual

Again, we thank you for your application and interest in the project.

[Click here for more information](#)

This project is funded through contributions from the Australian Government, Queensland Government and Sunshine Coast Council.



Australian Government



Queensland Government

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Department of Transport and Main Roads

Congratulations to the successful members of the Sunshine Coast Public Transport project Community Reference Group



Between 21 November and 11 December 2022, expressions of interest were called to join a Community Reference Group for the Sunshine Coast Public Transport project. The project builds on the **Sunshine Coast Mass Transit Project** undertaken by **Sunshine Coast Council**.

We sought applications from members of diverse demographics and backgrounds located within the project area to represent the interests and voices of the following groups:

- accessibility
- business advocacy
- community interest/action
- education
- health
- residential (suburbs between Maroochydore and Caloundra)
- tourism
- youth.

In total, 114 submissions from the community were received during the three-week expression of interest period and we appreciate the time and effort taken by all applicants.

A panel has assessed all applications received and the following 19 representatives have been appointed as members to the CRG:

Accessibility

- PI [redacted] Sporting Dreams Inc.
- PI [redacted] Individual

Business Advocacy

- PI [redacted] Caloundra Chamber of Commerce & Industry Inc.
- PI [redacted] Business owner PI [redacted]

Community Interest/Action

- PI [redacted] Organisation Sunshine Coast Association of Residents (OSCAR)
- Tracey Goodwin-McDonald, Mass Transit Action Group
- PI [redacted] Sunshine Coast Environment Council Inc.

Education

- PI [redacted] University of the Sunshine Coast

Health

- PI [redacted] Sunshine Coast University Hospital
- PI [redacted] Individual

Residential

- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted], Resident PI [redacted]
- PI [redacted] Resident PI [redacted]
- PI [redacted] Resident PI [redacted]

Tourism

- PI [redacted] Visit Sunshine Coast

Youth

- PI [redacted] Individual
- PI [redacted] Individual

We congratulate all members on their appointment. They will play a key role in ensuring the needs of everyone in the community are carefully weighed up when considering options for a future public transport system.

TMR will provide further updates to all key stakeholders and the wider community as the project progresses and as opportunities to give feedback become available.

Updates will also be published to our online engagement page which can be accessed via the button below.

[Visit our online engagement page here](#)



Contact us

Contact the Sunshine Coast Public Transport project team:

Web: yoursay-projects.tmr.qld.gov.au/sunshine-coast-public-transport
Call: (07) 5451 7055 (Monday to Friday)
Email: SCPUBLICTRANSPORT@tmr.qld.gov.au
Post: Sunshine Coast Public Transport
Department of Transport and Main Roads
PO Box 1600
Maroochydore Qld 4558

This project is funded through contributions from the Australian Government, Queensland Government and Sunshine Coast Council.



Australian Government



Queensland Government

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Social post

Facebook

We are excited to announce the appointment of 19 members to a Community Reference Group (CRG) committed to helping shape public transport solutions for the Sunshine Coast.

The CRG will ensure the needs of the community are carefully considered when looking at options to create an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra.

Members will represent key interest groups including accessibility, business advocacy, community interest/action, education, health, residential, tourism and youth.

To meet the CRG members or find out more, visit: <https://www.yoursay-projects.tmr.qld.gov.au/sunshine-coast-public-transport>

LinkedIn

We are excited to announce the appointment of 19 members to a Community Reference Group (CRG) committed to helping shape public transport solutions for the Sunshine Coast.

The CRG will ensure the needs of the community are carefully considered when looking at options to create an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra.

Members will represent key interest groups including accessibility, business advocacy, community interest/action, education, health, residential, tourism and youth.

To meet the CRG members or find out more, visit: <https://www.yoursay-projects.tmr.qld.gov.au/sunshine-coast-public-transport>

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Sunshine Coast public transport, business case

North Coast Region

Location

Maroochydore to Birtinya, with possible extension to Caloundra

Timing

A detailed business case has started and is expected to be completed by mid-2025

Status

Planning

Sunshine Coast public transport, business case

The department is undertaking a detailed business case for an improved public transport system for the Sunshine Coast.

This work builds on the [Sunshine Coast Mass Transit Project](#) undertaken by the Sunshine Coast Council. The Council's Mass Transit Options Analysis (endorsed on 20 October 2021) compared 5 options for an enhanced public transport connection between Maroochydore and the Sunshine Coast University Hospital, with a possible extension to Caloundra.

These options included:

- bus rapid transit
- light rail
- wireless light rail
- trackless tram
- quality bus corridor.

The department is now reviewing and using the options analysis report, alongside the outcomes of previous and future community feedback, to refine the options and inform the detailed business case.

The project contributes to implementing the draft [Southern Sunshine Coast Public Transport Strategy](#) which sets out the department's vision for a future public transport system for the southern Sunshine Coast area. The project has been identified as a strategic connector to support the coastal corridor.

Benefits

- **Improves network efficiency**
- **Increases traffic flow**
- **Reduces peak hour congestion**
- **Accessibility**
- **Reduces travel time**
- **Contributes to economy**

Key features

- Make the shift towards more sustainable travel choices.
- Better connect communities.
- Reduce time spent in travel.
- Reduce the high dependence on cars.

Funding

The project is jointly funded by the Australian Government, Queensland Government and Sunshine Coast Council.

The Australian Government funding towards this detailed business case forms part of its \$22.45 million commitment to the SEQ Growth Business Case Development Program, a program of priority planning works to help inform future investment decisions.

Investment ID 1236359

Total investment

\$ 15 million

Australian Government

\$ 5 million

Queensland Government

\$ 5 million

Local Government

\$5 million

Status

We have formed a community reference group for the project. Find out more about the appointed members.

Sustainability

We are committed to the implementation of sustainability principles for the Sunshine Coast public transport project aligned to the TMR Strategic Plan 2019-2023 objectives to be accessible, safe, responsive, efficient and sustainable.

Contact us

Email: SCPUBLICTRANSPORT@TMR.QLD.GOV.AU

Phone: [\(07\) 5451 7055](tel:(07)54517055)

Post: Department of Transport and Main Roads
PO Box 1600
Maroochydore QLD 4558

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Interest group	Name / Organisation	Rationale for selection
Accessibility	PI [redacted] Sporting Dreams Inc.	PI [redacted] deals with people with a range of disabilities including children. The panel believes PI [redacted] experience and insights through PI [redacted] work at Sporting Dreams Inc, and representing a larger organisation/group, will benefit the Community Reference Group (CRG).
	PI [redacted] Individual	PI [redacted]
Business Advocacy	PI [redacted] Caloundra Chamber of Commerce and Industry Inc.	PI [redacted] represents Caloundra Chamber of Commerce and Industry. PI [redacted] has an interest in future transport projects that will help improve connectivity in the local community, and unlock new opportunities for various industries. PI [redacted] is passionate about ensuring infrastructure can accommodate the region's future growth. While PI [redacted] represents the business community at the southern end of the project area, PI [redacted] insights in the business advocacy area would be of benefit to the wider CRG.
	PI [redacted] Business owner	PI [redacted]
Community Interest/ Action	Tracey Goodwin-McDonald Mass Transit Action Group (MTAG)	Tracey is the founder of MTAG, a community interest/action group solely dedicated to mass transit on the Sunshine Coast. The group was established in 2020 to drive awareness of Sunshine Coast Council's (SCC) previous work on the project. Tracey naturally has a strong interest in and knowledge of the project and its history, and would like to become a CRG member to help advocate for the community.

	<p>PI [redacted]</p> <p>Sunshine Coast Environment Council (SCEC)</p>	<p>PI [redacted] represents SCEC which is the peak environmental advocacy group on the Sunshine Coast. PI [redacted] brings strong local knowledge, and has involvement in SCC's Transport CRG. PI [redacted] is also willing to positively contribute and has an interest in sustainable transport solutions.</p>
	<p>PI [redacted]</p> <p>Organisation Sunshine Coast Association of Residents (OSCAR)</p>	<p>PI [redacted] as part of OSCAR which notes itself as a non-partisan and not-for-profit umbrella/peak organisation covering a multitude of resident and community organisations on the Sunshine Coast, covering the project area and wider.</p>
Education	<p>PI [redacted]</p> <p>University of the Sunshine Coast (USC)</p>	<p>PI [redacted] represents the education sector through PI [redacted] work at the USC. PI [redacted] is also an active transport user. PI [redacted] application is very balanced, and offers the potential to bring diverse experience and unique insights through PI [redacted] employment in the education sector.</p>
Health	<p>PI [redacted]</p> <p>Sunshine Coast University Hospital (SCUH)</p>	<p>PI [redacted] represents the health industry through PI [redacted] employment with SCUH. SCUH falls within the project area and is one of the key destinations. PI [redacted] was the only representative from the industry with knowledge of patient travel concerns and needs, and the panel believes PI [redacted] would be an appropriate member of the CRG.</p>
	<p>PI [redacted]</p> <p>Individual</p>	<p>PI [redacted]</p>
Residential	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>

	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
	<p>PI [redacted]</p> <p>Resident PI [redacted]</p>	<p>PI [redacted]</p>
Tourism	<p>PI [redacted]</p> <p>Visit Sunshine Coast</p>	<p>PI [redacted] has a unique opportunity to share views and concerns for the tourism industry, including accommodation and tour operators, through PI [redacted] role at Visit Sunshine Coast. PI [redacted] has a major following within the tourism industry and demonstrates good intentions and a strong willingness to be involved in the project.</p>

		The panel believes ^{PI} [redacted] would provide key industry input and also advocate with the sector more broadly.
Youth	^{PI} [redacted] Individual	^{PI} [redacted]
	^{PI} [redacted] Individual	^{PI} [redacted]

Released under RTI - DTMR

Reporting and Systems Support

From: TMR DLO
Sent: Friday, 19 May 2023 1:15 PM
To: 'Stuart Stark'
Cc: 'Matt Swan'; 'Kobe Abraham'; 'Kerry Nielsen'
Subject: BRIEFS FOR ACTION - MBN26060 - Change of approach in engagement for Sunshine Coast Public Transport project
Attachments: MBN26060_Decision Brief.docx; MBN26060_Att 1.docx; MBN26060_Att 2.docx
Importance: High

Hi

Please find attached for approval.

Reason for urgency: Decision requested as soon as possible to allow timely engagement of focus groups.

File No.	MBN26060	<input checked="" type="checkbox"/> URGENT
Date:	19/05/2023	<input type="checkbox"/> COVID-19
Title/Subject: Change of approach in engagement for Sunshine Coast Public Transport project		<input type="checkbox"/> Correspondence <input checked="" type="checkbox"/> Briefing Note <input type="checkbox"/> Minister's Constituent
<input type="checkbox"/> Advisor:		Date:
Comments:		
<input type="checkbox"/> Chief of Staff:		Date:
Comments:		
<input type="checkbox"/> Minister:		Date:
Comments:		
Further Action:		
MO Tracking	#	
Tracking	19/05 TT to SS	

Taleah Thompson
 Departmental Liaison Officer | Cabinet, Legislation and Executive Services
 Corporate Division | Governance Branch | Department of Transport and Main Roads

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Department of Transport and Main Roads
Decision Brief
MBN26060

To: Minister for Transport and Main Roads

SUBJECT: Change of approach in engagement for Sunshine Coast Public Transport (SCPT) project	URGENT: Decision requested as soon as possible to allow timely engagement of focus groups
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Summary

- The Department of Transport and Main Roads (TMR) is seeking to shift to a new approach to engage with key stakeholders as part of the detailed business case for the SCPT project.
- Originally, TMR had proposed a Community Reference Group (CRG) be established for the project to foster greater transparency and community involvement and assist TMR in refining the options for a mass transit system put forward by Sunshine Coast Council (SCC).
- In recent months, TMR sought your approval to proceed with the proposed CRG process (MBN25825 and COM1126).

Not Relevant

Recommendations

Not Relevant

Background

- In late 2022, TMR announced the formation of a CRG for the SCPT project.
- Between 21 November and 11 December 2022, TMR sought expressions of interest from members of diverse demographics and backgrounds located within the project area (between Maroochydore and Caloundra) to represent the interests of several different groups.
- A total of 114 expressions of interest were received, which were assessed by a panel made up of members of TMR's project team, SCC and an independent facilitator procured to facilitate the CRG meetings.
- A list of shortlisted members is currently with your office for approval (COM1126).

Key Issues

- The project has progressed since shortlisting for the CRG and is now at a point in its lifecycle where it would not be genuine engagement to proceed with the CRG in parallel with, or subsequent to, wider community engagement being planned.

Action Officer:
Scott Whitaker
Regional Director
North Coast Region
Tel: 5451 7071
Date: 16 May 2023

Endorsed by:
Ann-Maree Knox
General Manager
Program Delivery and
Operations
Tel: 3066 2301
Date: 17 May 2023

Endorsed by: DDG
Julie Mitchell
Deputy Director General
Infrastructure Management
and Delivery
Tel: 3066 2245
Date: 18 May 2023

Endorsed by: DG
Neil Scales
Director-General
Tel: 3066 7316
Date: 19 May 2023

Not Relevant

(Attachment 1).

- A stakeholder notification will also be sent to the 114 expressions of interest submitted for the CRG (**Attachment 2**).

Financial Implications

- There are no financial implications.

Consideration of the *Human Rights Act 2019* (HR Act)

- The HR Act was considered when making the recommendations outlined in this brief, and there are no impacts to human rights.

Consultation with Stakeholders

Not Relevant

- The project's existing Hive/Social Pinpoint page will be updated to remove information about CRGs at www.yoursay-projects.tmr.qld.gov.au/sunshine-coast-public-transport.

Not Relevant

Employment

- There are no employment impacts associated with this matter.

Media

- There are no media impacts associated with this matter.

Election Commitments

- This matter does not relate to an election commitment.

Government Objectives

- This matter does not relate to a government objective.

Summary of Actions

Not Relevant

Minister's comments:

Approved / Not Approved

Minister's signature.....

Date/...../.....

Released under RTI-DTMR

Attachment 1

Not Relevant

Not Relevant

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Attachment 2 – Stakeholder notification

Thank you for expressing interest in joining our Community Reference Group for the Sunshine Coast Public Transport (SCPT) project.

We appreciate the time taken to submit your application and for your keen interest in being involved in the Business Case process.

After careful consideration and in light of the number of public transport projects being planned for the Sunshine Coast region, the Department of Transport and Main Roads (TMR) has decided to adopt a different approach towards community engagement for the SCPT project. This will allow a wider range of community representatives to work through key areas of interest in combination with other related projects.

There are several public transport projects, including heavy rail, in planning and delivery that will deliver significant benefits to the Sunshine Coast and change the way residents and visitors travel throughout it. It is important our community understands the full picture of projects occurring within the region and how each are linked and integrated.

Therefore, a series of focus groups will be established that encompasses the SCPT project, the Direct Sunshine Coast Rail Line connecting Beerwah and Maroochydore, and the Beerburrum to Nambour Rail Upgrade.

These focus group will lead to more people, getting the right information about public transport projects in the pipeline for the Sunshine Coast, and offer greater opportunities to provide valuable feedback to inform planning for our future public transport network.

While the SCPT CRG won't proceed, the application you submitted will be considered for involvement in the focus groups and invitations will be extended to other key stakeholders and groups across the region to ensure diverse interests and opinions are represented. Those selected will be contacted directly shortly.

Other opportunities to be involved and have your say on the project will be available throughout the business case phase.

Once again, thank you for your interest and willingness to be involved.

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