



City of
Ipswich

**IPSWICH
CITY
COUNCIL**

AGENDA

of the

GROWTH AND INFRASTRUCTURE COMMITTEE

**Held in the Council Chambers
2nd floor – Council Administration Building
45 Roderick Street
IPSWICH QLD 4305**

On Tuesday, 9 April 2019
At 9.30 am or 10 minutes after the conclusion of the Economic Development
Committee whichever is sooner.

<u>MEMBERS OF THE GROWTH AND INFRASTRUCTURE COMMITTEE</u>	
Interim Administrator Greg Chemello (Chairperson)	

GROWTH AND INFRASTRUCTURE COMMITTEE AGENDA
*9.30 am or 10 minutes after the conclusion of the Economic
Development Committee whichever is sooner, on Tuesday, 9 April
2019*
Council Chambers

Item No.	Item Title	Page No.
1	Framework for Development Applications and Related Activities	13
2	Naming Application 1416/2019/NAME - Multi-Purpose Sports Hall and Community Centre - 134A Parkland Drive, Springfield Central	106
3	Court Action Status Report	111
4	Exercise Of Delegations Report	119
5	Men's Shed Proposal at the Rosewood Showgrounds and Equestrian Centre	130
6	Repeal of Acquisition of Drainage Easement for Spring Creek Bridge, Mt Mort Rehabilitation Project	214
7	Acquisition of Land for the Spring Creek Bridge Rehabilitation Project	224
8	Acquisition of Drainage Easement for Loder Road, Thagoona Drainage Project Amendment	232
9	Council Service Relocations - S235 Other Exceptions Local Government Regulation 2012	239
10	Infrastructure Delivery Progress as at 26 March 2019	243
11	Heavy vehicles travelling along Brisbane Terrace, Goodna	254
12	**Deebing Creek Bikeway Corridor Plan - Stages 2 to 5	265
13	**12839 Rosewood Library Construction	275
14	**Road Dedication to facilitate the construction of Binnies Road and associated infrastructure between Grampian Drive and Daleys Road	294

** Item includes confidential papers

GROWTH AND INFRASTRUCTURE COMMITTEE NO. 4

9 APRIL 2019

AGENDA

1. **FRAMEWORK FOR DEVELOPMENT APPLICATIONS AND RELATED ACTIVITIES**

With reference to a report concerning a new and improved governance framework for processing development applications and for development related activities, which is comprised of new, amended and repealed delegations, policies and procedures.

RECOMMENDATION

- A. That the delegation from Council to the Chief Executive Officer titled 'Implementation of the Planning and Development Program', as per Item 2 of the Planning and Development Committee No. 2015(08) of 18 August 2015 and adopted at the Council Ordinary Meeting of 25 August 2015, be amended as detailed in Attachment 1 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- B. That the delegation from Council to the Chief Executive Officer titled '*Planning Act 2016*', as per Item 5 of the Planning and Development Heritage Committee No. 2017(05) of 23 May 2017 and adopted at the Council Ordinary Meeting of 30 May 2017, be amended as detailed in Attachment 2 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- C. That the delegation from Council to the Chief Executive Officer titled '*Sustainable Planning Act 2009*', as per Item 5 of the Planning and Development Heritage Committee No. 2017(05) of 23 May 2017 and adopted at the Council Ordinary Meeting of 30 May 2017, be amended as detailed in Attachment 3 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- D. That the delegation from Council to the Chief Executive Officer titled 'Exercise the Powers of Council under the *Economic Development Act 2012*', as per Item 12 of the Growth and Infrastructure Committee of 27 November 2018 and adopted at the Council Ordinary Meeting of 4 December 2018, be amended as detailed in Attachment 4 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- E. That the delegation from Council to the Chief Executive Officer titled '*Planning and Environment Court Act 2016*', as per Item 1 of the Planning, Development and Heritage Committee No. 2017(07) of 18 July 2017 and adopted at the Council Ordinary Meeting of 25 July 2017, be amended as detailed in Attachment 5 to the

report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.

- F. That the delegation from Council to the Chief Executive Officer titled 'Determination of Development Applications, Precinct Plans, Area Development Plans and Related Matters', as per Item 5 of the Planning and Development Committee No. 2009 (03) of 17 March 2009 and adopted at the Council Ordinary Meeting of 24 March 2009, be amended as detailed in Attachment 6 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- G. That the policy titled 'Property Numbering Policy', as detailed in Attachment 7 to the report by the Team Coordinator (Central) dated 1 April 2019, as per Item 1 of the Policy and Administration Board No. 2012(06) of 21 August 2012 - City Management and Finance Committee No. 2012(05) of 28 August 2012 and adopted at the Council Ordinary Meeting of 4 September 2012, be repealed as of 1 July 2019.
- H. That the policy titled 'Kerbside Numbering Policy', as detailed in Attachment 8 to the report by the Team Coordinator (Central) dated 1 April 2019, as per Item 21.03 of the Works Committee No. 2004(10) of 6 September 2004 and adopted at the Council Ordinary Meeting of 15 September 2004, be repealed as of 1 July 2019.
- I. That the policy titled 'Settlement of Planning and Development Appeals Policy', as detailed in Attachment 9 of the report by the Team Coordinator (Central) dated 1 April 2019, as per Item 1 of the Policy and Administration Board No. 2012(06) of 21 August 2012 - City Management and Finance Committee No. 2012(05) of 28 August 2012 and adopted at the Council Ordinary Meeting of 4 September 2012, be repealed as of 1 July 2019.
- J. That the policy titled 'Framework for Development Applications and Related Activities', as detailed in Attachment 10 to the report by the Team Coordinator (Central) dated 1 April 2019, be adopted, with a delayed commencement of 1 July 2019, and 2 September 2019 for the section of the Policy which relates to the 'Independent Decision Review Panel'.

2. NAMING APPLICATION 1416/2019/NAME - MULTI-PURPOSE SPORTS HALL AND COMMUNITY CENTRE - 134A PARKLAND DRIVE, SPRINGFIELD CENTRAL

With reference to a report concerning the naming of a multi-purpose sports hall and community centre that is currently under construction by the Department of Education on Council owned land at 134A Parkland Drive, Springfield Central (Lot 1200 on SP283567). The purpose of the building is to meet the needs of the Springfield Central State High School for school purposes as well as incorporating a Council community centre facility to meet the needs of the local community.

RECOMMENDATION

- A. That Council approve the naming of the multi-purpose sports hall and community centre at 134A Parkland Drive, Springfield Central, as outlined on the proposal plan designated "Place Naming at 134A Parkland Drive, Springfield Central", as follows:

Springfield Central Sport and Community Hall

- B. That the applicant, together with other relevant authorities and interested parties be advised of the above recommendation.

3. **COURT ACTION STATUS REPORT**

With reference to a report by the Acting Development Planning Manager dated 29 March 2019 concerning the status of outstanding court actions.

RECOMMENDATION

That the report be received and the contents noted.

4. **EXERCISE OF DELEGATIONS REPORT**

With reference to a report by the Acting Development Planning Manager dated 29 March 2019 concerning applications that have been determined by delegated authority for the period 5 March 2019 to 28 March 2019.

RECOMMENDATION

That the report be received and the contents noted.

5. **MEN'S SHED PROPOSAL AT THE ROSEWOOD SHOWGROUNDS AND EQUESTRIAN CENTRE**

With reference to a report concerning the proposed provision of a Men's Shed at the Rosewood Showgrounds and Equestrian Centre.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council decline the Rosewood Men's Shed Inc. request for space at the Rosewood Showgrounds and Equestrian Centre for the construction of, and operation of a Men's Shed as detailed in the report by the Principal Officer (Sport and Recreation Programs) dated 26 March 2019.

- B. That Council continue preparation of the Draft Land Management Plan for the Rosewood Showgrounds and Equestrian Centre to extend the length of stay for camping from 3 days (up to 7 days upon Council approval) to 14 days (up to 21 days upon Council approval) without provision for a Men's Shed.
 - C. That Council develop a policy on future Council support and assistance for the provision and operation of Community groups and facilities in Ipswich.
-

6. REPEAL OF ACQUISITION OF DRAINAGE EASEMENT FOR SPRING CREEK BRIDGE, MT MORT REHABILITATION PROJECT

With reference to a report by the Senior Property Officer dated 20 March 2019 concerning the repealing of the decision for the Acquisition of Drainage Easement for the Spring Creek Bridge Rehabilitation Project (A5314097).

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That the previous decision of Council in relation to the Acquisition of Drainage Easement for the Spring Creek Bridge, Mt Mort Rehabilitation Project, as per Item No. 2 of the Growth and Infrastructure Committee No. 2019(02) of 19 February 2019 and adopted at the Council Ordinary Meeting of 26 February 2019, as detailed in Attachment 1 of the report by the Senior Property Officer dated 20 March 2019, be repealed.

7. ACQUISITION OF LAND FOR THE SPRING CREEK BRIDGE REHABILITATION PROJECT

With reference to a report by the Senior Property Officer dated 21 March 2019 concerning the acquisition of land for road purposes for the Spring Creek Bridge Rehabilitation Project.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) exercise its power as a "constructing authority" under the *Acquisition of Land Act 1967* to acquire the following property for road purposes:
 - a. Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort
- B. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, and to do any other acts necessary to implement the Interim

Administrator of Ipswich City Council's decision in accordance with section 13(3) of the *Local Government Act 2009*, to acquire the land.

8. ACQUISITION OF DRAINAGE EASEMENT FOR LODER ROAD, THAGOONA DRAINAGE PROJECT AMENDMENT

With reference to a report by the Senior Property Officer dated 21 March 2019 concerning amendments to the committee report titled "Acquisition of Drainage Easement for Loder Road, Thagoona Drainage Project Amendment, as detailed in the report by the Senior Property Officer dated 11 January 2019, adopted at the Growth and Infrastructure Committee No. 2019 (2) of 19 February 2019.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) having duly considered this report dated 21 March 2019, be of the opinion that the following properties (shown in Attachments 1 and 2) ('the land') require an easement for drainage purposes:
 - a. Part of Lot 7 on RP85362, 6-8 Thagoona Haigslea Road, Thagoona (100m²)
 - b. Part of Lot 6 on RP85362, 10 Thagoona Haigslea Road, Thagoona (101m²)
 - c. Easement 'A' of Lot 10 on RP85362, 33 Rosewood-Thagoona Road, Thagoona be increased an additional 140m².
 - B. That Council (Interim Administrator of Ipswich City Council) exercise its power as a "constructing authority" under the *Acquisition of Land Act 1967* and acquire the easements, (as described in Recommendation A of this report dated 21 March 2019) for drainage purposes.
 - C. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, and to do any other acts necessary to implement Council's decision to acquire this land in accordance with section 13(3) of the *Local Government Act 2009*.
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9. COUNCIL SERVICE RELOCATIONS - S235 OTHER EXCEPTIONS LOCAL GOVERNMENT REGULATION 2012

With reference to a report concerning evoking Section 235 'Other Exceptions' under the *Local Government Regulation 2012*. By resolution this will enable Council to enter into medium and large contractual arrangements when works are required to be undertaken by asset owners at the request of Council. These works will generally pertain the physical relocation of the asset, but may extend to other general asset works.

‘Assets owners’ for the purpose of this report can be defined as the owner of an asset which requires Council to request works or relocation activities be undertaken by the asset owner to enable the delivery of Council works.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) resolve it is satisfied under section 235(b) of the *Local Government Regulation 2012 (Regulation)* that the exception under s235(b) of the *Regulation* applies and that the telecommunication and utility providers are the only suppliers reasonably available to provide relocation services and other general works for the following reason:
 - 1. The assets are owned by the telecommunication and utility providers and as such, they are solely responsible for works associated with these assets.
- B. That Council (Interim Administrator of Ipswich City Council) enter into individual contracts with telecommunication and utility providers as required for the provision of non-Council asset associated works.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contracts to be executed by Council and to do any other acts necessary to implement Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*.

10. INFRASTRUCTURE DELIVERY PROGRESS AS AT 26 MARCH 2019

With reference to a report by the Commercial Finance Manager dated 26 March 2019 concerning the Infrastructure Services monthly activity report for March 2019.

RECOMMENDATION

That the report be received and the contents noted.

11. HEAVY VEHICLES TRAVELLING ALONG BRISBANE TERRACE, GOODNA

With reference to a report by the Principal Engineer (Infrastructure Planning) concerning heavy vehicles travelling along Brisbane Terrace, Goodna to access the Redbank Industrial Peninsula.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That Council continue to monitor traffic data on Brisbane Terrace, Goodna, particularly the percentage of heavy vehicles, as part of its annual citywide strategic traffic count program.

12. **DEEBING CREEK BIKEWAY CORRIDOR PLAN - STAGES 2 TO 5

With reference to a report by the Senior Transport Planner dated 8 March 2019 concerning the outcomes of a corridor planning study for stages 2 – 5 of the Deebing Creek Bikeway.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That the preferred route alignment and configuration of Stages 2 – 5 of the Deebing Creek Bikeway, as outlined in the report by the Senior Transport Planner dated 8 March 2019, be adopted as the preferred configuration and be used to inform future detailed design activities.
- B. That the footprint and network integrity of the adopted configuration of Stages 2 – 5 of the Deebing Creek Bikeway (refer Recommendation A above) be protected through Council's strategic corridor preservation, tactical property acquisition and development assessment activities.
- C. That the properties identified in the report by the Senior Transport Planner dated 8 March 2019 as being impacted by the future footprint of the adopted alignment and configuration of Stages 2 – 5 of the Deebing Creek Bikeway (refer Recommendation A above) be flagged as an interest to Council for future strategic active transport purposes in Council's property database.
- D. That the 'order of cost' identified in the report by the Senior Transport Planner dated 8 March 2019 for the preferred alignment (refer Recommendation A above) be noted and considered for future investment programming activities.
- E. That an appropriate communication strategy be developed and implemented on the intent of the Deebing Creek Bikeway and the details of each respective stage as they progress to detailed design.

13. **12839 ROSEWOOD LIBRARY CONSTRUCTION

With reference to a report by the Principal Officer (Contracts and Procurement) concerning the tender evaluation and subsequent contract award of Contract Number 12839 Rosewood Library Construction.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Tender No. 12839 for the Construction of Rosewood Library be awarded to the preferred contractor.
- B. That Council (Interim Administrator of Ipswich City Council) enter into a contract with the preferred contractor for the Construction of Rosewood Library for the sum of Six million and sixty nine thousand, two hundred and twenty four dollars (\$6,069,224).
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contract to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

14. **ROAD DEDICATION TO FACILITATE THE CONSTRUCTION OF BINNIES ROAD AND ASSOCIATED INFRASTRUCTURE BETWEEN GRAMPIAN DRIVE AND DALEYS ROAD

With reference to a report by the Senior Property Officer dated 19 March 2019 concerning the disposal of Council freehold land located at Lot 902 Piccadilly Court, Deebling Heights (Lot 902) to facilitate the construction of Binnies Road and associated infrastructure between Grampian Drive and Daleys Road. This road project, which is located within the Ripley Valley Priority Development Area, is being pursued by Orchard Property Group (OPG) to provide access to their Daleys Road Development Project.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exception referred to in section 236(1)(c)(i) of the Regulation applies to Council for the disposal of 541m² of vacant freehold land located at Lot 902 Piccadilly Court, Deebling Heights, described as Lot 902 SP187287 ("the land") to be dedicated as road to facilitate the Binnies Road, Ripley development by Orchard Property Group.
- B. That Council (Interim Administrator of Ipswich City Council) resolve to dedicate as road part of Lot 902 Piccadilly Court, Deebling Heights, described as Lot 902 SP187287 as detailed in the report by the Senior Property Officer dated 19 March 2019.

- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the proposed road dedication as detailed in Recommendations A and B of the report by the Senior Property Officer dated 19 March 2019 and do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

** Item includes confidential papers

and any other items as considered necessary.

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1 April 2019

TO: ACTING CITY PLANNER
FROM: ACTING DEVELOPMENT PLANNING MANAGER
RE: FRAMEWORK FOR DEVELOPMENT APPLICATIONS AND RELATED ACTIVITIES

INTRODUCTION

This is a report concerning a new and improved governance framework for processing development applications and for development related activities, which is comprised of new, amended and repealed delegations, policies and procedures.

RELATED PARTIES

There are no related party matters associated with this report.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

Development applications and related activities are critical to Council's growth and are therefore a fundamental part of Council's business. These activities are of interest to multiple Council departments and other government agencies, the community and the development industry.

Ipswich is a significant growth area in the South East Queensland Region, with our population expected to more than double by 2041. The Ipswich Planning Scheme, and in turn development applications are the legislative vehicle through which this growth is managed. The development of land in Ipswich is regulated and influenced by various pieces of Commonwealth, State and Local legislation, and these legislative provisions define a strict framework prescribing what can and cannot be required by Council (including elements considered in the assessment of applications, and limitations on development conditions) and timeframes for decisions on various matters. Importantly, different legislative provisions apply in different areas of the City (i.e. the Ripley Valley Priority Development Area, and Springfield), which can impact the methodology for the processing of development applications.

Council does not currently have an overarching policy setting out the Council specific framework and core principles for processing development applications and development related activities and instead has relied predominantly upon the requirements of relevant legislation. At present, the operating framework and processes undertaken stem from multiple different instruments, including legislation, delegations, policies dealing with individual matters (such as the resolution of appeals), or procedures dealing with individual matters. In some instances, work practices are undertaken based on directions agreements and established practices that have existed for many years, and are not expressed in any single delegation, policy or procedure. As a result, this framework lacks transparency and in some instances is administratively burdensome and inefficient, which can cause inconsistencies and stakeholder confusion.

The core objective of the work documented in this report, including the instruments it proposes to adopt or amend, is to identify and compile the strategic directions, principles and work practices to be followed in the processing of development applications and development related activities. This will be reflected in updated delegations, policies and procedures, which will be able to be adjusted and built upon by Council over time to respond to changes in legislation, technological advancements and community needs.

The following sections provide a summary of the new or changed instruments which are to be adopted, or the recommended course of action.

Delegations

The various delegations relating to decision making for development applications all currently contain conditions which require a consultation process with elected representatives to be followed prior to the exercise of the delegation for all applications, excluding those of a very minor nature. Pursuant to these delegations, each development assessment decision is sent via email in draft form to the Chairperson of the (former) Planning, Development and Heritage Committee (and in instances where they are also the divisional Councillor, the deputy Chairperson of the Committee) and the relevant divisional Councillor, with a copy provided to the Mayor, and the adjoining divisional Councillor where the application is within 50m of a divisional boundary line. The consultation email contains the following response options:

I note the proposed exercise of delegated power []

I request the matter be referred to the Planning & Development Committee []

I wish to declare a material personal interest in the matter []

I request the matter be held pending clarification of issue(s) below []

I wish to declare a conflict of interest in the matter []

COMMENTS/ISSUES (if any):

The Councillor then has an established timeframe to respond, including a 'reminder' process should a response not be received within the initial timeframe. This framework lacks

transparency, is administratively burdensome and inefficient, causes delays to the release of decisions on simple and compliant matters, and invites a potential risk of inappropriate influence by Councillors in development application decision making.

In order to correct these issues, the existing delegations to the Chief Executive Officer are proposed to be amended as follows:

- Amend the Delegation titled 'Implementation of the Planning and Development Program' as per Attachment 1. Specifically, remove the consultation requirements, and require any exercise of the delegation to be in accordance with a proposed new policy titled Framework for Development Applications and Related Activities.
- Amend the Delegation titled '*Planning Act 2016*' as per Attachment 2. Specifically, remove the consultation requirements, and require any exercise of the delegation to be in accordance with a proposed new policy titled Framework for Development Applications and Related Activities.
- Amend the Delegation titled '*Sustainable Planning Act 2009*' as per Attachment 3. Specifically, remove the consultation requirements, and require any exercise of the delegation to be in accordance with a proposed new policy titled Framework for Development Applications and Related Activities.
- Amend the Delegation titled 'Exercise the Powers of Council under the *Economic Development Act 2012*' as per Attachment 4. Specifically, remove the consultation requirements, and require any exercise of the delegation to be in accordance with a proposed new policy titled Framework for Development Applications and Related Activities.
- Amend the Delegation titled '*Planning and Environment Court Act 2016*' as per Attachment 5. Specifically, remove the consultation requirements, and require any exercise of the delegation to be in accordance with a proposed new policy titled Framework for Development Applications and Related Activities.
- Amend the Delegation titled 'Determination of Development Applications, Precinct Plans, Area Development Plans and Related Matters' as per Attachment 6. Specifically, remove the consultation requirements, and require any exercise of the delegation to be in accordance with a proposed new policy titled Framework for Development Applications and Related Activities.

Notably, the proposed changes to delegations have been reviewed by the Acting City Solicitor. Furthermore, the proposed new policy titled 'Framework for Development Applications and Related Activities' which is referred to in the proposed changes to delegations is included as Attachment 10 and discussed further below. In order to allow sufficient time to prepare and adopt the various sub-delegations and amend business practices to reflect these changes, it is recommended that the commencement of the amended delegations be delayed until 1 July 2019 to enable business readiness improvements to be implemented, including resolution of current applications to minimise impact on business processes.

Policies

As noted above, council does not currently have a single policy stating the Council specific framework and core principles for processing development applications and development related activities. The Planning and Development Department is responsible for a number of policies relating to incentives and dispensations which affect the application of the planning scheme requirements, and individual policies in relation to kerbside numbering, property numbering, and the settlement of Planning and Development Appeals. A new, overarching policy titled 'Framework for Development Applications and Related Activities' (refer Attachment 10) is proposed to be adopted, part of which will impact the operation of the delegations discussed above. The kerbside numbering, property numbering and settlement of Planning and Development Appeals policies are proposed to be repealed, and the strategic information from these policies reflected in the new Framework for Development Applications and Related Activities policy.

The following key points are noted in relation to the proposed new Framework for Development Applications and Related Activities Policy:

- In place of the existing consultation requirements, all development applications and requests which are generally in accordance with the planning scheme and relevant legislative framework are to be determined under delegation by officers with the appropriate qualifications and experience, with an initial notification provided to the Mayor and Councillors of applications lodged in the previous week, and a record of the exercise of any delegation to decide a development application or request reported to the next practicable Committee meeting.
- The policy provides for certain applications to be reviewed by Committee and decided by Full Council, as follows:
 - If the development application or request requires public notification and more than 20 properly made submissions are received objecting to the proposed development.
 - If any part of the development application is for a Variation Request (which in simple terms can have a similar effect to a planning scheme amendment or rezoning).
 - If the Chief Executive Officer determines that the scale, scope, nature and sensitivity of the application or request warrants a Council decision;
 - If an application or request involves a matter of Strategic Public Interest or a Strategic Policy Issue, including as a result of a request from the Mayor or a Councillor to consider a matter to be of Strategic Public Interest or involve a Strategic Policy Issue.
 - If a development application has been made by Council or a commercial entity of Council, and does not relate to the provision of standard local government infrastructure and facilities such as parks (including canteens, storage sheds, lighting and other similar facilities within parks), roads,

libraries, community centres or meeting rooms, art and cultural facilities (including public art), emergency services facilities, utilities or the like.

The detailed procedure to be followed to implement these arrangements is outlined within the proposed new 'Planning and Development Decision Making Procedure' (refer Attachment 13 and the section below). A delayed commencement of 1 July 2019 is proposed for these arrangements to enable the various sub delegations to be prepared to reflect the delegation changes and give effect to this part of the policy, and to enable business readiness improvements to be implemented, including resolution of current applications to minimise impact on business processes.

- A more robust and detailed complexity rating system for development applications and requests is proposed to be implemented to categorise applications into three complexity ratings which reflect the consistency of the application with the legislative framework, the scale of the application and any identified risks to Council and the community associated with the processing of the application. The proposed new 'Planning and Development Decision Making Procedure' provides for increased scrutiny for applications with a higher complexity rating. The proposed new Complexity Rating Procedure is included as Attachment 14.
- The development industry are our customers as are the community. Our customers should expect the following:
 - Respect: We welcome you and will listen to you and work with you to understand your individual needs.
 - Easy access to Services: We will give you efficient access to the right services to facilitate development activities.
 - Quality Information: We are committed to providing you with consistent, accurate and relevant information.
 - Consultation: We value your feedback and we will work with you to understand how to improve our services.
 - Respond: We will respond with care, courtesy and in a timely manner.These values should be part of everything we do, and have therefore been embedded into the policy.
- As an additional innovation, the proposed new policy provides for an Independent Decision Review Panel consisting of one or more independent technical expert members to be established to review development applications for Sensitive Development Matters. Sensitive Development Matters are defined to include applications where a potential conflict of interest exists (including applications made by Council or a commercial entity of Council which do not relate to the provision of standard local government infrastructure and facilities, a Councillor or immediate family member, or a member of the Queensland Parliament or Parliament of the Commonwealth), or any development application or request which is particularly

contentious, controversial or involves a significant departure from the planning scheme.

To appropriately implement and give effect to a number of the matters contained in the proposed new policy, a subsequent body of work is required to prepare new financial delegations, sub-delegations, a number of new procedures and changes to work practices and accordingly, a delayed commencement of the policy of 1 July 2019 is proposed to enable this work to occur. Furthermore, additional time is required to establish the procedure for operation of the Independent Decision Review Panel and as such, a delayed commencement of 2 September 2019 is proposed for the section of the Policy which relates to the 'Independent Decision Review Panel'.

Procedures

The proposed new Framework for Development Applications and Related Activities Policy refers to a number of procedures which provide the detail on roles, responsibilities and actions for officers to achieve the proposed policy outcomes. A description of these procedures under the headings contained in the proposed new Framework for Development Applications and Related Activities Policy is set out below:

- **Decision Process for Development Applications and Requests:** The main procedure which has been drafted to implement this section of the policy is titled 'Planning and Development Decision Making', and included as Attachment 13. This new procedure will replace the existing 'Consultation Procedures - Development Assessment Decisions', which is proposed to be repealed on 1 July 2019.
- **Complexity Rating:** The 'Complexity Rating of Development Applications and Requests' procedure has been drafted to implement this section of the policy, and included as Attachment 14, for commencement on 1 July 2019.
- **Customer Service Charter:** The Planning and Development Department currently has a Customer Service Charter which complies with this section of the proposed new Framework for Development Applications and Related Activities Policy. The Customer Service Charter is proposed to be updated and promoted leading up to the proposed commencement of the new framework on 1 July 2019. The Planning and Development Department also currently has a 'Development Pre-lodgement Meetings Procedure', and only minor changes are required to this existing procedure to fit in with the proposed new operating framework, which are reflected in Attachment 16.
- **Initial Development Assessment Panel (IDAP):** This policy outcome currently occurs pursuant to the existing Integrated Development Assessment Panel (IDAP) Procedure. Only minor changes are required to this existing procedure to fit in with the proposed new operating framework, which are reflected in draft form in Attachment 17.
- **Draft Conditions:** The draft conditions policy outcome is built into the proposed new Planning and Development Decision Making Procedure (refer Attachment 13).

- Legal Matters: A number of procedures and work practices currently exist in relation to the management of legal matters, including the Resolution of Planning and Development Appeals Procedure, Springfield Structure Plan Alternative Dispute Resolution Procedure, Councillor Notification of Impending Legal Action or Significant or Sensitive Development Proposals Procedure, and an Appeals Manual. These procedures and work practices are currently being reviewed as part of a separate project in order to combine them into a single procedure to deal with Planning and Development Legal Matters, which will align with the proposed policy outcome and be completed prior to the commencement of the proposed new operating framework on 1 July 2019.
- Naming: The Naming Procedure was recently updated and approved on 27 November 2018, and is consistent with the proposed Policy outcome.
- Property and Kerbside Numbering: A new procedure is proposed to be adopted which replicates the information which is currently included in the Property Numbering Policy and Kerbside Numbering Policy (discussed above). It is considered more appropriate that this information be combined and contained within a procedure rather than the two (2) existing policies. A draft copy of the Property and Kerbside Numbering Procedure is included as Attachment 15.
- Infrastructure Charges, Offsets or Refunds – A new procedure is currently being developed in relation to all infrastructure charges matters, including levying, recording, collection, and dealing with trunk infrastructure matters. New Financial Delegations are also required to be developed to ensure the proposed Policy outcome can be achieved. This work will also satisfy a recommendation of the Queensland Audit Office following a recent review of systems and processes relating to the assessment and collection of contributions. This work is expected to be finalised prior to the commencement of the proposed new operating framework on 1 July 2019.
- Infrastructure Agreements – A procedure currently exists in relation to Infrastructure Agreements (Infrastructure Agreement Process Procedure) which is consistent with the proposed policy outcome and not proposed to be changed.
- Development Fees and Charges – A substantial benchmarking exercise has been finalised this year which reviewed the applicable fees for approximately 180 different fee categories listed in the Development fees and charges schedule against the applicable fees charged by all of the other local governments in South East Queensland. This information was compared against current and draft fees (for next financial year) and considered in the context of the time and resources required for Council officers to undertake their work to ensure cost recovery for each of the different fee categories and potential impacts on the budget in the event of amending individual fees. As a result of this exercise, recommendations have been developed for the review of the draft fees and charges proposed for the 2019/2020 financial year. Furthermore, new Financial Delegations and a new Fee Variation Procedure will be prepared and completed prior to the commencement of the proposed new framework on 1 July 2019.

- Development Approval Compliance – A new procedure will be developed in relation to development approval compliance which aligns with the proposed Policy outcome, and completed prior to the commencement of the proposed new framework on 1 July 2019.
- Independent Decision Review Panel – A substantial amount of work will be required to set up a framework for the operation of the Independent Decision Review Panel, to achieve the proposed policy outcome. In order to allow sufficient time for this work to be completed, a delayed commencement for this part of the policy of 2 September 2019 is proposed.

RESOURCE IMPLICATIONS

The following resourcing implications are identified in relation to the proposed operating framework:

- There will be a significant time-saving in the day to day administration of the consultation requirements of the current delegations. Conversely, there will be an increase in the number of development applications and requests that are reviewed by Committee and decided by Full Council, and it is expected that this will lead to a redirection (and balancing) of the administrative workload into preparing and administering these processes.
- It is anticipated that there will be a significant additional cost to Council in funding the Independent Decision Review Panel. Strict limitations have been included on the types of applications to be reviewed by the panel, and it is anticipated that no more than ten (10) development applications on average per year would require review by the panel. Depending on the number of experts appointed for each panel, the costs for each review on average are estimated in the order of \$5000 - \$10,000. Accordingly, an initial estimate of the annual costs of the panel is up to \$100,000. The consequential benefits are also substantial, including a potential decrease in court related costs owing to early expert advice in relation to sensitive decisions, and an increase in transparency, community and customer confidence and accuracy in decision making on sensitive decisions.
- The proposed changes to the delegations to the CEO will require resources to be allocated to amending the various sub-delegations to officers. Consultation has been undertaken with the Governance Branch in relation to the completion of this work internally prior to the proposed commencement of the new framework on 1 July 2019. It is considered that the proposed lead time is adequate to complete this exercise.
- Other matters included in the policy are generally consistent with current work practices and are unlikely to cause any significant impacts to resources. It is considered that substantial efficiencies will be gained for the majority of development applications which are consistent with relevant planning requirements (i.e. approximately 90% of applications), and the balance of the applications which will require review by Committee and decision by Full Council will be substantially

more administratively burdensome to manage, particularly where a review is also required by the Independent Decision Review Panel. In addition, there may be an increase in the number of these applications which exceed legislative timeframes in order to align with the Committee and Council cycle.

RISK MANAGEMENT IMPLICATIONS

Mechanisms have been built into the proposed new Framework for Development Applications and Related Activities Policy and related procedures to mitigate any identified risks associated with the new operating framework. For example, there is a risk that some applications which are required to be reviewed by Committee and decided by Council will not be able to be decided within legislative timeframes. The implication of this, for certain qualifying applications, could be a deemed approval in accordance with section 64 of the *Planning Act 2016*. It is worth noting that no development assessment applications have been subject to deemed approvals to date.

In order to address this issues, a specific clause has been included in the proposed new policy to mitigate this risk by requiring a Special Meeting of Council to be arranged to determine the application, prior to it being eligible for deemed approval. It is possible that a small number of applications which **are not** at risk of deemed approval will exceed legislative timeframes and be at risk of a 'deemed refusal' appeal to the court, though it is far more likely that the respective applicant will await the decision of Council prior to commencing this appeal, owing to the additional costs involved. To promote transparency, these measures and assessment processes will be conveyed to the applicants.

The following risks are considered to be significantly mitigated via adoption of the new proposed operating framework:

- The risk of Councillor influence on decision making 'behind closed doors', by providing mechanisms for Council decisions on particular development applications at Committee and Council meetings rather than via internal emails or other forms of communication;
- The risk of influence on decision making via a poorly managed conflict of interest, by putting in place measures to better manage conflicts of interest, and establishing the Independent Decision Review Panel for particularly sensitive conflicts.
- A potential decrease in appeal costs in relation to decisions on sensitive development matters, via up front comprehensive technical expert information through the operation of the proposed new Independent Decision Review Panel.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

Local Government Act 2009

Planning Act 2016

Economic Development Act 2012

Building Act 1975

Plumbing and Drainage Act 2002

COMMUNITY AND OTHER CONSULTATION

Prior to developing the new operating framework, a discussion paper was prepared and sent to the Urban Development Institute of Australia (UDIA), Planning Institute of Australia and the Property Council of Australia in addition to Planning and Development contacts in most other South East Queensland Council's. This paper invited comments in relation to the items raised in the discussion paper or any other matters that should be considered in the review. Internal consultation was also undertaken with key contacts across Council prior to developing the new framework. Many of the suggestions and comments raised through this consultation process have been incorporated into the proposed new operating framework.

There are some matters that have been suggested that will be investigated further and form the basis for subsequent work, and potential additions to the policy, including:

- A more rigorous framework around searches and plan sealing processes to reduce timeframes;
- Providing a service for the pre assessment of technical documents and material.

In addition to the above, a further innovation is under development being a 'refusals protocol' to provide notification and early information where an application is likely to be refused and provide defined opportunities to withdraw a proposal, modify the proposal to address the issues or to proceed with clear knowledge of the expected outcome.

CONCLUSION

As noted above, a new and improved governance framework for development applications and related activities is proposed to be adopted which requires changes to Council delegations, policies and procedures. Changes are proposed to existing delegations to replace the current Councillor consultation requirements with an established framework of development applications to be reviewed by Committee and decided by Council, and those that will be decided under delegation with no consultation. The framework includes a repeal of a number of existing policies, a new policy, and a number of draft new and changed procedures. Additional work is required to be undertaken to implement the new policy, including new financial delegations, sub delegations and new procedures, with a delayed commencement of the new proposed framework of 1 July 2019, and 2 September 2019 for the section relating to the Independent Decision Review Panel. These delegations and procedures will be presented to a future meeting of the Growth and Infrastructure Committee.

The new framework is substantially more efficient for processing the majority of applications, and will redirect resources which are currently dedicated to administering the current consultation processes into a more transparent governance system whereby the right types of development applications and matters are reviewed by Committee and decided by Council, with appropriate information provided to guide this process (including, in some instances, a prior review of recommended decisions by an Independent Decision Review Panel).

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Delegation - Implementation of the Planning and Development Program existing delegation to be amended ↓ 
2.	Delegation - Planning Act 2016 existing delegation to be amended ↓ 
3.	Delegation - Sustainable Planning Act 2009 existing delegation to be amended ↓ 
4.	Delegation - Exercise the Powers of Council under the Economic Development Act 2012 existing delegation to be amended ↓ 
5.	Delegation - Planning and Environment Court Act 2016 existing delegation to be amended ↓ 
6.	Delegation - Determination of Development Applications, Precinct Plans, Area Development Plans and Related Matters existing delegation to be amended ↓ 
7.	Property Numbering Policy to be repealed ↓ 
8.	Kerbside Numbering Policy to be repealed ↓ 
9.	Settlement of Planning and Development Appeals policy to be repealed ↓ 
10.	Framework for Development Applications new policy ↓ 
11.	Consultation Procedures - Development Assessment Decisions to be repealed ↓ 
12.	Councillor Notification of Impending Legal Action procedure to be repealed ↓ 
13.	Planning and Development Decision Making procedure to be adopted ↓ 
14.	Complexity Rating of Development Applications procedure to be adopted ↓ 
15.	Property and Kerbside Numbering procedure to be adopted ↓ 
16.	Procedure - Development Prelodgement Meetings to be amended ↓ 
17.	Procedure - Initial Development Assessment Panel IDAP Procedure to be amended ↓ 

RECOMMENDATION

- A. That the delegation from Council to the Chief Executive Officer titled 'Implementation of the Planning and Development Program', as per Item 2 of the Planning and Development Committee No. 2015(08) of 18 August 2015 and adopted at the Council Ordinary Meeting of 25 August 2015, be amended as detailed in Attachment 1 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- B. That the delegation from Council to the Chief Executive Officer titled '*Planning Act 2016*', as per Item 5 of the Planning and Development Heritage Committee No. 2017(05) of 23 May 2017 and adopted at the Council Ordinary Meeting of 30 May 2017, be amended as detailed in Attachment 2 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- C. That the delegation from Council to the Chief Executive Officer titled '*Sustainable Planning Act 2009*', as per Item 5 of the Planning and Development Heritage Committee No. 2017(05) of 23 May 2017 and adopted at the Council Ordinary Meeting of 30 May 2017, be amended as detailed in Attachment 3 to the report by

the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.

- D. That the delegation from Council to the Chief Executive Officer titled 'Exercise the Powers of Council under the *Economic Development Act 2012*', as per Item 12 of the Growth and Infrastructure Committee of 27 November 2018 and adopted at the Council Ordinary Meeting of 4 December 2018, be amended as detailed in Attachment 4 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- E. That the delegation from Council to the Chief Executive Officer titled '*Planning and Environment Court Act 2016*', as per Item 1 of the Planning, Development and Heritage Committee No. 2017(07) of 18 July 2017 and adopted at the Council Ordinary Meeting of 25 July 2017, be amended as detailed in Attachment 5 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- F. That the delegation from Council to the Chief Executive Officer titled 'Determination of Development Applications, Precinct Plans, Area Development Plans and Related Matters', as per Item 5 of the Planning and Development Committee No. 2009 (03) of 17 March 2009 and adopted at the Council Ordinary Meeting of 24 March 2009, be amended as detailed in Attachment 6 to the report by the Team Coordinator (Central) dated 22 March 2019, with a delayed commencement date of 1 July 2019.
- G. That the policy titled 'Property Numbering Policy', as detailed in Attachment 7 to the report by the Team Coordinator (Central) dated 1 April 2019, as per Item 1 of the Policy and Administration Board No. 2012(06) of 21 August 2012 - City Management and Finance Committee No. 2012(05) of 28 August 2012 and adopted at the Council Ordinary Meeting of 4 September 2012, be repealed as of 1 July 2019.
- H. That the policy titled 'Kerbside Numbering Policy', as detailed in Attachment 8 to the report by the Team Coordinator (Central) dated 1 April 2019, as per Item 21.03 of the Works Committee No. 2004(10) of 6 September 2004 and adopted at the Council Ordinary Meeting of 15 September 2004, be repealed as of 1 July 2019.
- I. That the policy titled 'Settlement of Planning and Development Appeals Policy', as detailed in Attachment 9 of the report by the Team Coordinator (Central) dated 1 April 2019, as per Item 1 of the Policy and Administration Board No. 2012(06) of 21 August 2012 - City Management and Finance Committee No. 2012(05) of 28 August 2012 and adopted at the Council Ordinary Meeting of 4 September 2012, be repealed as of 1 July 2019.
- J. That the policy titled 'Framework for Development Applications and Related Activities', as detailed in Attachment 10 to the report by the Team Coordinator (Central) dated 1 April 2019, be adopted, with a delayed commencement of 1 July 2019, and 2 September 2019 for the section of the Policy which relates to the 'Independent Decision Review Panel'.

Mitchell Grant
ACTING DEVELOPMENT PLANNING MANAGER

I concur with the recommendations contained in this report.

Brett Davey
ACTING CITY PLANNER

“Together, we proudly enhance the quality of life for our community”

IMPLEMENTATION OF THE PLANNING AND DEVELOPMENT PROGRAM

Date of Council Resolution: 7 June 2000; 31 January 2001; 11 June 2003; 12 November 2003, 3 November 2004, 30 January 2015, 25 August 2015

Committee Reference and Date: Planning and Development Committee – 30 May 2000; Planning and Development Committee – 23 January 2001; Planning and Development Committee 2003(7) of 3 June 2003; Planning and Development Committee No. 2003(13) of 4 November 2003, Planning, Development and Environment Committee No. 2004 (09) of 26 October 2004; Planning and Development Committee No. 2015(01) – 22 January 2015. Planning and Development Committee No. 2015(08) of 18 August 2015.

No of Resolution: 02.08; 02.10; 02.04; 02.05, 02.07, 5, 2

Relevant Legislation:

Local Government Act 2009

Sustainable Planning Act 2009

Integrated Planning Act 1997

Building Act 1975

Building Regulation 2006

Plumbing and Drainage Act 2002

Standard Plumbing and Drainage Regulation 2003

Environmental Protection Act 1994

Delegation to: Chief Executive Officer

Relationship to Act: This instrument is made under s257 of the *Local Government Act 2009*.

Power Delegated:

The power to implement all aspects of services delivered and/or activities performed under the Planning and Development Program subject to any applicable legislation, local laws, local law policies, Council policies, decisions, procedures, corporate and operational plans, delegations, revised budget, infrastructure agreements, covenants and deeds.

~~Conditions of~~ **Delegation Requirements:**

1. The Delegate must:

(a) keep a record of all decisions made by the exercise of a delegated power at the time of decision in such format as, and be kept on record as, determined by the Chief Executive Officer from time to time;

(b) undertake any actions required by the Policy titled 'Framework for Development Applications and Related Activities'.

~~1. The delegate must, prior to the exercise of a delegation in respect of:~~

~~those applications for~~

~~Material Change of Use including Code assessable applications;~~

~~Reconfiguration~~

Item 1 / Attachment 1.

Approvals pursuant to the Springfield Structure Plan
Naming of Streets, Parks and Places
and any other application(s) determined by the Chairperson of the Planning and Development
Committee);
submissions about planning and development matters;

~~consult with the Chairperson of the Planning and Development Committee and the relevant divisional Councillor and, in the case of the naming of a park, the Chairperson of the Parks, Sport and Recreation Committee, for the purpose of establishing whether they have any objection to the exercise of the delegation. Such consultation shall be in accordance with any established procedure adopted to deal with the determination of development applications. If there is any objection to the exercise of the delegation, the matter shall be referred to the first available meeting of the Planning and Development Committee.~~

~~2. Whenever the power regarding development applications and the naming of streets, parks and places (and any other application(s) determined by the Chairperson of the Planning and Development Committee) is exercised a record of the exercise of such power shall be made in writing at the time of exercising such power and a copy thereof shall be kept in such format as determined from time to time by the Chief Executive Officer.~~

~~3. Where applicable fulfil the requirements of procedure 'Process for Determination of Development Applications and Requests' and 'Springfield Structure Plan Alternative Dispute Resolution'.~~

~~4. Where applicable fulfil the requirements of procedure 'Naming'.~~

~~5. The delegate is to forward a copy of each delegation to the Mayor for information.~~

~~6. Where the Chairperson of the Planning and Development Committee is also the relevant Divisional Councillor, the delegate is to consult with the Deputy Chairperson of the Planning and Development Committee for the purpose of determining whether the Deputy Chairperson of the Planning and Development Committee has any objection to the exercise of the delegation. Such consultation shall be in accordance with any established procedure adopted to deal with the determination of development applications. If there is any objection to the exercise of the delegation, the matter shall be referred to the first available meeting of the Planning and Development Committee.~~

~~7. In the event that the relevant divisional Councillor is absent or is temporarily incapacitated he or she may nominate an alternative Councillor for the delegate to consult with for a nominated period or elect not to be consulted during this time. The delegate shall consult with the alternative nominated Councillor in the manner outlined in accordance with Condition 2 during the nominated period.~~

~~8. Where a divisional Councillor vacates office the delegate must consult with the Deputy Chairperson of the Planning and Development Committee in his or her stead until a new Divisional Councillor's term starts in accordance with s.159 of the *Local Government Act 2009*. The delegate shall consult with the Deputy Chairperson in the manner outlined in accordance with Condition 2 during the vacated period.~~

PLANNING ACT 2016

Date of Council Resolution: 30 May 2017

No. of Resolution: 5

Committee Reference and Date: Planning and Development Heritage Committee No. 2017(05) of 23 May 2017 – Council Ordinary Meeting 30 May 2017

Relevant Legislation:

Section 257(1) of the *Local Government Act 2009*
Planning Act 2016

Delegated to: Chief Executive Officer

Relationship to Act: [This instrument is made under s257 of the *Local Government Act 2009*.](#)

Power Delegated:

The power to exercise any and all of Council's powers and functions, or a power or function that Council may elect to exercise, however described (e.g. "applicant", "assessing authority", "assessment manager", "building advisory agency", "decision-maker", "designator", "enforcement authority", "local government", "public sector entity", "referral agency" (including as any "concurrence agency" or "advice agency"), "responsible entity" or "submitter") under the *Planning Act 2016* and any subordinate legislation and statutory instrument made under that Act.

Delegation requirements

1. The Delegate must:

- ~~(a) keep a record of all decisions made by the exercise of a delegated power at the time of decision in such format as, and be kept on record as, determined by the Chief Executive Officer from time to time;~~
- ~~(a) keep a record of, and give notice of, all decisions made by the exercise of a delegated power required by paragraphs 2 to 4 3 below;~~
- ~~(b) where applicable, undertake the consultation process identified in paragraphs 5 to 14 below for the exercise of any delegated power; undertake any actions required by the Policy titled 'Framework for Development Applications and Related Activities';~~
- ~~(c) in the event of any inconsistency between a condition or requirement of this delegation and another delegation, exercise any delegated power as required by this delegation to the extent of the inconsistency and the application of this delegation.~~

Record keeping and notice of decision

~~2. The following paragraphs apply to the Delegate in addition to requirements to give or otherwise deal with decision notices or related documents in the Planning Act 2016.~~

~~3. A written record of each delegated decision must be made by the Delegate at the time of decision in such format as, and be kept on record as, determined by the Chief Executive Officer from time to time.~~

~~4. The Mayor, the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor must be notified of the Delegate exercising any power to issue a Show Cause Notice or an Enforcement Notice within one (1) business day of the date the relevant notice is given.~~

~~Consultation process~~

~~5. Prior to the exercise of a delegated power to determine a Development Assessment Decision the Delegate must:~~

~~(d) consult with and seek the views of the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor about the Development Assessment Decision;~~

~~(e) forward a copy of the consultation to the Mayor for information; and~~

~~(f) forward a copy of the consultation to the relevant adjoining divisional Councillor where a Development Assessment Decision relates to land within 50 metres of a divisional boundary line.~~

~~6. All consultation shall be generally in accordance with any established consultation procedure.~~

~~7. The Delegate is authorised to exercise the delegated power to determine a development application if the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor:~~

~~(a) responds to the effect that he or she has noted the proposed exercise of the delegated power; or~~

~~(b) does not respond within the time specified in any established procedure adopted to deal with the determination of a Development Assessment Decision; or~~

~~(c) responds to the effect that he or she declares a material personal interest in the matter; or~~

~~(d) responds to the effect that he or she declares a conflict of interest in the matter; or~~

~~(e) responds, but not in accordance with any established procedure adopted to deal with the determination of development applications.~~

~~8. The Delegate must:~~

- ~~(a) — not exercise a delegated power if the Chairperson of the Planning, Development and Heritage Committee or the relevant divisional Councillor gives the Delegate notice that the matter must be referred to the Planning, Development and Heritage Committee for its consideration and recommendation to Council for the making of the decision by Council.~~
- ~~(b) — if paragraph 8(a) applies, refer the matter to the Planning, Development and Heritage Committee as soon as practicable.~~
- ~~9. — Paragraphs 7 and 8 above are subject to or modified by (as the circumstances may require) paragraphs 10 to 14 below.~~
- ~~10. — Despite paragraph 8, the Delegate may exercise the delegated power if at any time prior to a Council decision on the matter any notice given pursuant to paragraph 8(a) is withdrawn by the person who gave the notice and the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor have provided a response that satisfies paragraph 7(a).~~
- ~~11. — Where the Chairperson of the Planning, Development and Heritage Committee is also the relevant divisional Councillor, the delegate shall consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in place of the Chairperson of the Planning, Development and Heritage Committee.~~
- ~~12. — In the event that the relevant divisional Councillor is absent or is temporarily incapacitated he or she may nominate an alternative Councillor for the delegate to consult with, or elect not to be consulted during this time. The delegate shall consult with any alternative nominated Councillor in place of the relevant divisional Councillor.~~
- ~~13. — Where a divisional Councillor vacates office the delegate must consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in his or her place until a new Divisional Councillor's term starts in accordance with section 159 of the *Local Government Act 2009*.~~
- ~~14. — Where an Development Assessment Decision may become a deemed approval prior to the next Council meeting, and despite any other paragraph, the Delegate shall consult with the Chairperson of the Planning, Development and Heritage Committee, the Deputy Chairperson of the Planning, Development and Heritage Committee, the Mayor and the relevant Divisional Councillor to seek their views about the matter. Where the Chairperson and at least one other Councillor notes the proposed exercise of the delegated power, it may be exercised.~~

Definitions

- ~~15. — **Development Assessment Decision** means any decision relating to a matter under Chapter 3 of the *Planning Act 2016* and excludes a decision about a Minor Development Matter.~~

~~16. Minor Development Matter means:~~

- ~~(a) assessable development that is operational work, building work, plumbing or drainage work or any combination of such development;~~
- ~~(b) any application which is unlikely to cause a substantial impact on the amenity of nearby land, and which involves building work not associated with a material change of use, such as a minor boundary setback variations and minor alterations or additions to character places or the erection of carports or outbuildings;~~
- ~~(c) minor building work; or~~
- ~~(d) a minor amendment, variation or alteration to a development approval which is unlikely to cause a substantial impact on the amenity of nearby land.~~

SUSTAINABLE PLANNING ACT 2009

Date of Council Resolution: 8 December 2009, 19 July 2011, 21 May 2013, 25 August 2015, 30 May 2017

No. of Resolution: 9, 4, 8, 2, 10, 5

Committee Reference and Date: City Management and Finance Committee No. 2009(12) of 1 December 2009 - Council Ordinary Meeting of 8 December 2009. Planning and Development Committee No. 2011(07) of 12 July 2011 – Council Ordinary Meeting of 19 July 2011. City Management and Finance Committee No. 2103(05) of 14 May 2013 – Council Ordinary Meeting of 21 May 2013. Planning and Development Committee No. 205(08) of 18 August 2015 – Council Ordinary Meeting of 25 August 2015. Planning, Development and Heritage Committee Report No. 2017(01) of 24 January 2017 – Council Ordinary Meeting of 31 January 2017, Planning and Development Heritage Committee No. 2017(05) of 23 May 2017 – Council Ordinary Meeting of 30 May 2017

Relevant Legislation:

Section 257(1) of the *Local Government Act 2009*

Sustainable Planning Act 2009

Planning Act 2016

Delegated to: Chief Executive Officer

Relationship to Act: [This instrument is made under s257 of the *Local Government Act 2009*.](#)

Power Delegated:

The power to exercise Council's powers as the "local government" (including in Council's capacity as "designator"), "assessment manager", "assessing authority", "referral agency" (including in Council's capacity as 'concurrence agency' or "advice agency") and "public sector entity" under the *Sustainable Planning Act 2009* and any subordinate legislation and statutory instruments made under that Act, including the *Sustainable Planning Regulation 2009*.

Delegation requirements

1. The Delegate must:

- (a) keep a record of all decisions made by the exercise of a delegated power at the time of decision in such format as, and be kept on record as, determined by the Chief Executive Officer from time to time;**
- (b) undertake any actions required by the Policy titled 'Framework for Development Applications and Related Activities';**

This delegation is subject to the following conditions:

- 1. (a) Whenever this power is exercised, a record of the exercise shall be**

~~made in writing at the time of exercising such power and a copy thereof shall be kept in such format as determined from time to time by the Chief Executive Officer.~~

~~(b) That the Mayor, the Chairperson of the Planning, Development and Heritage Committee and the divisional Councillor be advised within (1) one business day of the Delegate exercising the power to issue a Show Cause Notice or an Enforcement Notice under Chapter 7, Part 3 of the Sustainable Planning Act 2009.~~

~~2. With the exception of:~~

~~(a) operational, building, plumbing or drainage works or any combination of these;~~

~~(b) section 60 of the Body Corporate and Community Management Act 1997; or~~

~~(c) any minor development matter as defined in Clause 4 below:~~

prior to the exercise of a delegated power to determine a development application the Delegate must consult with the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor about the development application to be decided to seek the Chairperson and the Councillor's views about the matter within the time specified by the Delegate. Such consultation shall be in accordance with any established procedure adopted to deal with the determination of development applications.

3. Upon exercising the delegation in respect of a minor development matter (as defined in Clause 4 below) the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor shall be provided with a notification of the decision.
4. A minor development matter means:
 - (a) an application which is unlikely to cause a substantial impact on the amenity of nearby land, and which involves building work not associated with a material change of use, such as minor boundary setback variations and minor alterations or additions to character places or the erection of car ports or outbuildings;
 - (b) minor building work; or
 - (c) a minor amendment, variation or alteration to a development approval which is unlikely to cause a substantial impact on the amenity of nearby land.
5. The Delegate is authorised to exercise the delegated power to determine a development application if the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor:
 - (a) responds to the effect that he or she has noted the proposed exercise of the delegated power; or
 - (b) does not respond within the time specified in any established procedure adopted to deal with the determination of development applications; or
 - (c) responds to the effect that he or she declares a material personal interest in the matter; or
 - (d) responds to the effect that he or she declares a conflict of interest in the matter; or
 - (e) responds, but not in accordance with any established procedure adopted to deal with the determination of development applications.
6. The Delegate must not exercise the delegated power if the Chairperson of the Planning, Development and Heritage Committee or the relevant divisional Councillor responds to the consultation that the matter should be referred to the Planning, Development and Heritage Committee for its consideration or recommendation to Council.

- ~~7. If the Delegate receives a response from the Chairperson of the Planning, Development and Heritage Committee or the divisional Councillor as specified in Condition 6 above, the Delegate must refer the matter to the Planning, Development and Heritage Committee.~~
- ~~8. Notwithstanding condition 6, the Delegate may exercise the delegated power if at any time prior to a Council decision on the matter both the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor respond to the Delegate in accordance with condition 5(a).~~
- ~~9. The delegate shall forward a copy of each report referred to in Condition 2 to the Mayor for information.~~
- ~~10. Where a development application is proposed on land within 50 metres of a divisional boundary line, the delegate is to forward a copy of each report referred to in Condition 2 to the relevant adjoining divisional Councillor for their information.~~
- ~~11. Where the Chairperson of the Planning, Development and Heritage Committee is also the relevant divisional Councillor, the delegate shall consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in the manner outlined in accordance with Condition 2.~~
- ~~12. Where an application may become a deemed approval prior to the next Council meeting, notwithstanding the provisions of Conditions 5, 6 and 7 above, the delegate shall consult with the Chairperson of the Planning, Development and Heritage Committee, the Deputy Chairperson of the Planning, Development and Heritage Committee, the Mayor and the relevant Divisional Councillor to seek their views about the matter. Such consultation shall be in accordance with any established procedure adopted to deal with the determination of development applications. Where the Chairperson and at least one other Councillor notes the proposed exercise of the delegated power, it may be exercised.~~
- ~~13. In the event that the relevant divisional Councillor is absent or is temporarily incapacitated he or she may nominate an alternative Councillor for the delegate to consult with for a nominated period or elect not to be consulted during this time. The delegate shall consult with the alternative nominated Councillor in the manner outlined in accordance with Condition 2 during the nominated period.~~
- ~~14. Where a divisional Councillor vacates office the delegate must consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in his or her stead until a new Divisional Councillor's term starts in accordance with s.159 of the Local Government Act 2009. The delegate shall consult with the Deputy Chairperson in the manner outlined in accordance with Condition 2 during the vacated period.~~

Exercise the Powers of Council under the *Economic Development Act 2012*

Date of Council Resolution: 17 September 2013, 25 August 2015, 4 December 2018.

No of Resolution: Item 4 of the Planning and Development Committee No. 2013(09) of 10 September 2013, Item 2 of the Planning and Development Committee No. 2105(08) of 18 August 2015, Planning and Development Heritage committee No. 2017 of 23 May 2017 – Council ordinary Meeting of 30 May 2017, Growth and Infrastructure Committee No. 2018 (12) of 27 November 2018.

Relevant Legislation:

Local Government Act 2009

Economic Development Act 2012

Delegation to: Chief Executive Officer

Relationship to Act: This instrument is made under s257 of the *Local Government Act 2009*.

Power Delegated:

The power to exercise the powers that have been delegated to Council by the Minister for Economic Development Queensland in the Instrument of Delegation dated 20 August 2013 for commencement on 30 September 2013 as modified by 'Instrument of Delegation Ipswich City Council: Amendment Delegation 2018 (No. 1) executed 30 October 2018 set out in **Attachment A** subject to the following conditions:

1. _____

Delegation requirements

1. The Delegate must:

- (a) keep a record of all decisions made by the exercise of a delegated power at the time of decision in such format as, and be kept on record as, determined by the Chief Executive Officer from time to time;
- (b) undertake any actions required by the Policy titled 'Framework for Development Applications and Related Activities';

Conditions:

This delegation is subject to the following conditions:

~~1. — Whenever this power is exercised, a record of the exercise shall be made in writing at the time of exercising such power and a copy thereof shall be kept in such format as determined from time to time by the Chief Executive Officer.~~

~~2. — With the exception of:~~

~~(a) — Operational, building, plumbing or drainage works, compliance assessment or endorsement or any combination of these;~~

~~(b) — section 60 of the *Body Corporate and Community Management Act 1997*; or~~

~~(c) — any minor development matter as defined in condition 3 below:~~

~~prior to the exercise of a delegated power to determine a Ripley Priority Development Area (RPDA) application the Delegate must consult with the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor about the development application to be decided to seek the Chairperson and the Councillor's views about the matter within the time specified by the Delegate.~~

~~3. — A minor development matter means:~~

~~(a) — an application which is unlikely to cause a substantial impact on the amenity of nearby land, and which involves building work not associated with a material change of use, such as minor boundary setback variations and minor alterations or additions to character places or the erection of car ports or outbuildings;~~

~~(b) — minor building work; or~~

~~(c) — a minor amendment, variation or alteration to an approval which is unlikely to cause a substantial impact on the amenity of nearby land.~~

~~4. — The consultation for RPDA applications required by condition 2 will consist of an email which includes details of the application or request; proposal summary; recommendation (including recommended conditions or reasons for refusal); and the timeframe for response by the relevant Councillor. The delegate shall forward a copy of each matter referred for consultation in accordance with condition 2 to the Mayor for information.~~

~~5. — The Delegate is authorised to exercise the delegated power to determine a development application if the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor:~~

~~(a) — responds to the effect that he or she has noted the proposed exercise of the delegated power; or~~

~~(b) — does not respond within the time specified in Condition 9;~~

~~(c) — responds to the effect that he or she declares a material personal interest in the matter; or~~

~~(d) — responds to the effect that he or she declares a conflict of interest in the matter; or~~

~~(e) — responds, but not in accordance with any established procedure adopted to deal with the determination of development applications.~~

~~6. — The Delegate must not exercise the delegated power if the Chairperson of the Planning, Development and Heritage Committee or the relevant divisional Councillor responds to the consultation that the matter should be referred to the Planning, Development and Heritage Committee for its consideration or recommendation to Council.~~

~~7. — If the Delegate receives a response from the Chairperson of the Planning, Development and Heritage Committee or the divisional Councillor as specified in Condition 6 above, the Delegate must refer the matter to the Planning, Development and Heritage Committee.~~

~~8. — Notwithstanding condition 6, the Delegate may exercise the delegated power if at any time prior to a Council decision on the matter both the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor respond to the Delegate in accordance with condition 5(a).~~

~~9. — If no response is received in accordance with either conditions 5 or 6 within the nominated response period (i.e. by midday the next business day) the delegate may exercise the delegation.~~

~~10. — Where the Chairperson of the Planning, Development and Heritage Committee is also the relevant divisional Councillor, the delegate shall consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in the manner outlined in accordance with Condition 2.~~

~~11. — Where a development application is proposed on land within 50 metres of a divisional boundary line, the delegate is to forward a copy of each report referred to in Condition 2 to the relevant adjoining divisional Councillor for their information.~~

~~12. — Where an application may exceed Economic Development Queensland's application processing performance benchmarks prior to the next Council meeting, notwithstanding the provisions of Conditions 5, 6 and 7 above, the delegate shall consult with the Chairperson of the Planning, Development and Heritage Committee, the Deputy Chairperson of the Planning, Development and Heritage Committee, the Mayor and the relevant Divisional Councillor to seek their views about the matter. Such consultation shall be in accordance~~

~~with any established procedure adopted to deal with the determination of development applications. Where the Chairperson and at least one other Councillor notes the proposed exercise of the delegated power, it may be exercised.~~

~~13. — In the event that the relevant divisional Councillor is absent or is temporarily incapacitated he or she may nominate an alternative Councillor for the delegate to consult with for a nominated period or elect not to be consulted during this time. The delegate shall consult with the alternative nominated Councillor in the manner outlined in accordance with Condition 2 during the nominated period.~~

~~14. Where a divisional Councillor vacates office the delegate must consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in his or her stead until a new Divisional Councillor's term starts in accordance with s.159 of the *Local Government Act 2009*. The delegate shall consult with the Deputy Chairperson in the manner outlined in accordance with Condition 2 during the vacated period.~~

PLANNING AND ENVIRONMENT COURT ACT 2016

Date of Council Resolution: 25 July 2017

No. of Resolution: Item 1

Committee Reference and Date: Planning, Development and Heritage Committee No. 2017(07) of 18 July 2017

Relevant Legislation:

Section 257(1) of the *Local Government Act 2009*

Planning and Environment Court Act 2016

Delegated to: Chief Executive Officer

Relationship to Act: This instrument is made under s257 of the *Local Government Act 2009*.

Power Delegated:

The power to exercise any and all of Council's powers and functions, or a power or function that Council may elect to exercise, however described (e.g. "affected entity", "affected local government", "affected party", "appellant", "applicant", "assessment manager", "building advisory agency", "co-respondent", "co-respondent by election", "decision-maker", "designator", "eligible advice agency", "eligible submitter", "enforcement authority", "local government", "owner", "participating local government", "person", "party", "principal submitter", "public sector entity", "referral agency" (including as any "concurrence agency" or "advice agency"), "respondent", "responsible entity" or "submitter") under the *Planning and Environment Court Act 2016* and any subordinate legislation and statutory instrument made under that Act.

Delegation requirements

1. The Delegate must:

- (a) keep a record of all decisions made by the exercise of a delegated power at the time of decision in such format as, and be kept on record as, determined by the Chief Executive Officer from time to time;
- (b) undertake any actions required by the Policy titled 'Framework for Development Applications and Related Activities'.
- ~~(a) — keep a record of, and give notice of, all decisions made by the exercise of a delegated power required by paragraph 2 below;~~
- ~~(b) — where it is proposed to resolve an appeal through negotiation, consult in accordance with any approved procedure and paragraphs 3 to 8 below;~~
- ~~(c) — in the event of any inconsistency between a condition or requirement of this delegation and another delegation, exercise any delegated power as~~

~~required by this delegation to the extent of the inconsistency and the application of this delegation.~~

Record keeping and notice of decision

- ~~2. A written record of each delegated decision must be made by the Delegate at the time of decision in such format, and be kept on record, as determined by the Chief Executive Officer from time to time.~~

Consultation process

- ~~3. Where it is proposed to resolve an appeal through negotiation, the Delegate involved in the negotiation shall consult by whatever means are available (ie direct contact, telephone or e-mail) with a council liaison group comprising the Mayor, the Chairperson of the Planning, Development and Heritage Committee, the Divisional Councillor, City Planner, General Counsel and City Solicitor and Development Planning Manager.~~
- ~~4. Such consultation in paragraph 3 need not occur where:~~
- ~~(a) The conditions involved in the negotiations are the same as or substantially the same as a previous Council determination; or~~
 - ~~(b) The negotiations are in a difficult situation that makes consultation with the liaison group impractical (ie. in a courtroom situation).~~
- ~~5. The result of the negotiations and final court determination must be conveyed to the next available Planning, Development and Heritage Committee meeting.~~
- ~~6. Where the Chairperson of the Planning, Development and Heritage Committee is also the relevant divisional Councillor, the delegate shall consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in place of the Chairperson of the Planning, Development and Heritage Committee.~~
- ~~7. In the event that the relevant divisional Councillor is absent or is temporarily incapacitated he or she may nominate an alternative Councillor for the delegate to consult with, or elect not to be consulted during this time. The delegate shall consult with any alternative nominated Councillor in place of the relevant divisional Councillor.~~
- ~~8. Where a divisional Councillor vacates office the delegate must consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in his or her place until a new Divisional Councillor's term starts in accordance with section 159 of the Local Government Act 2009.~~

DETERMINATION OF DEVELOPMENT APPLICATIONS, PRECINCT PLANS, AREA DEVELOPMENT PLANS AND RELATED MATTERS

Date of Council Resolution: 24 March 2009

Committee Reference and Date: Planning and Development Committee No. 2009 (03) of
17 March 2009

No of Resolution: Item 5

Relevant Legislation:

Section 8 *Local Government Act 2009* – Local Government’s Responsibility for Local Government Areas

Section 9 *Local Government Act 2009* – Powers of Local Governments Generally

Section 257(1) *Local Government Act 2009* – Delegation of Local Government Powers

Integrated Planning Act 1997

Body Corporate and Community Management Act 1997

Building Act 1975

Building Regulation 2006

Plumbing and Drainage Act 2002

[*Standard Plumbing and Drainage Regulation 2003*](#)

Environmental Protection Act 1994

Sustainable Planning Act 2009

Planning Act 2016

Delegation to: Chief Executive Officer

Relationship to Act: [This instrument is made under s257 of the *Local Government Act 2009*.](#)

Power Delegated:

1. The power to determine a development application in accordance with Chapter 3 and Chapter 6 of the *Integrated Planning Act 1997* or Part 4 of the *Plumbing and Drainage Act 2002*. The power includes determining any application for:-
 - (a) material change of use;
 - (b) reconfiguration of a lot;
 - (c) operational works;
 - (d) building works;
 - (e) plumbing or drainage works; or
 - (f) any combination of the above.
2. The power to determine an application to change or cancel conditions of a development approval (including any combined approvals) in accordance with Section 3.5.17 (Negotiated Decision) of the *Integrated Planning Act 1997* or Part 4 of the *Plumbing and Drainage Act 2002*.
3. The power to decide a request to change a development approval (other than a change of a condition) in accordance with Section 3.5.25 of the *Integrated Planning Act 1997* or Part 4 of the *Plumbing and Drainage Act 2002*.

4. The power to cancel a development approval in accordance with Section 3.5.26 of the *Integrated Planning Act 1997* or Part 4 of the *Plumbing and Drainage Act 2002*.
5. The power to change or cancel conditions in accordance with Section 3.5.33 of the *Integrated Planning Act 1997* or Part 4 of the *Plumbing and Drainage Act 2002*.
6. The power to determine precinct plans in accordance with Section 2.2.3.4 of the Springfield Structure Plan.
7. The power to determine amendments to the Town Centre Concept Plan and Precinct Plans in accordance with Section 2.3.1 of the Springfield Structure Plan.
8. The power to determine area development plans and associated applications (including master area development plans on land within the Town Centre designation) in accordance with Section 2.2.4.10 of the Springfield Structure Plan.
9. The power to determine amendments to area development plans and associated applications (including master area development plans on land within the Town Centre designation) in accordance with Section 2.3.2 of the Springfield Structure Plan.
10. The power to determine interim uses in accordance with Section 2.6 of the Springfield Structure Plan.
11. The power to determine applications for plans / schemes in accordance with Section 60 of the *Body Corporate and Community Management Act 1997*.

Delegation requirements

1. The Delegate must:

- (a) keep a record of all decisions made by the exercise of a delegated power at the time of decision in such format as, and be kept on record as, determined by the Chief Executive Officer from time to time;
- (b) undertake any actions required by the Policy titled 'Framework for Development Applications and Related Activities';

Conditions of Delegation:

- ~~1. Whenever this power is exercised, a record of the exercise shall be made in writing at the time of exercising such power and a copy thereof shall be kept in such format as determined from time to time by the Chief Executive Officer.~~
- ~~2. Prior to the exercise of a delegation in respect of a decision involving the powers delegated under clauses 1(a), 1(b) and 2 to 10 above (other than in respect of a minor development matter as defined in Clause 4 below), the delegate shall consult with the Chairperson of the Planning, Development and Heritage Committee and the relevant Divisional Councillor, for the purpose of establishing whether they have any objection to the exercise of the delegation. Such consultation shall be in accordance with any established procedure adopted to deal with~~

~~the determination of development applications. Upon the request of the Chairperson or a Councillor, the matter shall be referred to the first available meeting of the Planning, Development and Heritage Committee.~~

~~3. Upon exercising the delegation in respect of a minor development matter (as defined in Clause 4 below) the Chairperson of the Planning, Development and Heritage Committee and the relevant Divisional Councillor shall be provided with a notification of the decision.~~


~~4. A minor development matter means:-~~

- ~~(a) an application which is unlikely to cause a substantial impact on the amenity of nearby land, and which involves building work not associated with a material change of use, such as minor boundary setback variations and minor alterations or additions to character places or the erection of car ports or outbuildings;~~
- ~~(b) minor building work; or~~
- ~~(c) a minor amendment, variation or alteration to a development approval which is unlikely to cause a substantial impact on the amenity of nearby land.~~

~~5. When a determination is made in respect of this delegation a summary of the determination shall be included in a report to the first available meeting of the Planning, Development and Heritage Committee.~~

~~6. The delegate shall forward a copy of each report referred to in Condition 2 to the Mayor for information.~~

~~7. Where the Chairperson of the Planning, Development and Heritage Committee is also the relevant Divisional Councillor, the delegate shall consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in the manner outlined in accordance with Condition 2 above for the purpose of determining whether the Deputy Chairperson of the Planning, Development and Heritage Committee has any objection to the exercise of the delegation.~~

	<p>PROPERTY NUMBERING POLICY</p>	<p>DOCUMENT NO: A4227572</p>
<p>1. Objective: The objective of this policy is to ensure consistency with respect to property numbering in both rural and urban areas.</p>		
<p>2. Regulatory Authority: <i>Local Government Act 2009, Chapter 3, Part 3, Division 1, Section 60(2)(c) & (d).</i></p>		
<p>3. Policy:</p> <ol style="list-style-type: none"> 1. <u>Urban Areas</u> <ol style="list-style-type: none"> (a) Only lots are to be numbered. (b) Numbers will be allocated on the basis of odd on one side of the street and even on the other. Generally odd numbers will be on the right hand side and even numbers on the left hand side when travelling in the direction of ascending numbers. (c) Numbers will generally commence from the end of the street in the order of development. (d) In the case of large lengths of frontage to a street, numbers will generally be allocated on the basis of 10m frontages for possible future lots. (e) Balance lots within subdivisions are to be given a four digit number commencing with the number "7". (f) Corner blocks will be numbered on both frontages. (g) In the case of corner blocks, owners are to be encouraged to display their number near the 'corner' of their property so that people looking for the number can find it easily. (h) Dual Occupancies or Single Residential dwellings with an Auxiliary Unit should be numbered as 'Unit 1' or 'Unit 2' of the land parcel address (eg. 1/82 Smith Street and 2/82 Smith Street). (i) Lots on Building Format Plans should be numbered as 'Unit ?' of the land parcel addresses. (j) Aboveground land (volumetric lots) should be numbered as if it were surface land except that the first digit of the four digit number is to contain the number "8". 		

- (k) Underground land should be numbered as if it were surface land except that the first digit of the four digit number is to contain the number "9".

2. Rural Areas

- (a) Numbers will be allocated on the basis of odd on one side of the street and even on the other. Generally odd numbers will be on the right hand side and even on the left hand side when travelling in the direction of ascending numbers.
- (b) Where roads are unnamed, the lot number of the land will be used as the street number.
- (c) Corner blocks are to be allocated house numbers to both streets with the actual address being determined by the property owner when required.
- (d) In the case of long lengths of street frontages to properties, house numbers will generally be allocated on the basis of 20m frontages for possible future lots.
- (e) House numbers should be allocated commencing from the end of the street first developed or from the intersection of a major road.

4. Policy Review and Revision:

The Development Planning Manager is responsible for the review and revision of this policy.


Date of Review: 22 June 2017

Date of Council Resolution: 4 September 2012

Committee Reference and Date: Policy and Administration Board No. 2012(06) of 21 August 2012
- City Management and Finance Committee No. 2012(05) of 28 August 2012

No. of Resolution: 1

Date to be Reviewed: 22 June 2019

	<p>KERBSIDE NUMBERING POLICY</p>	<p>DOCUMENT NO: A4227333</p>
<p>1.1 Objectives: The objective of this policy is to describe the arrangements whereby Council will permit businesses and community groups to offer kerbside numbering of premises on concrete kerbing.</p>		
<p>1.2 Regulatory Authority: Authority for Council to perform this function is Chapter 2, Part 1, Division 9 of the <i>Local Government Act (2009)</i> giving power to do anything that is necessary or convenient for the good rule and local government of its local government area.</p>		
<p>1.3 Policy Statement:</p> <ol style="list-style-type: none"> 1. Businesses and community groups will be permitted to offer kerbside numbering of premises, providing that the group also simultaneously offers suitable numbers for the display on the premises. 2. The fee for these services must be reasonable. 3. The lettering and material types for the numerals must comply with the requirements of Council. 4. The applicant must submit an application in writing for approval by Council, setting out: <ol style="list-style-type: none"> (a) the target area; (b) the proposed fee; (c) the design and material types proposed for the numerals; and (d) an example of the written advice to be issued to the owner of occupier. 5. The approval period must not exceed twelve (12) months. 6. Owners or occupiers who are to be offered these services must be issued with written advice which must include statements specified in Council's approval. In this regard, this advice must clearly state that Council encourages numbers to be clearly identified on the premises. A number is easily identified if: <ol style="list-style-type: none"> (a) the numerals are a minimum of 75 mm high; and (b) the numerals are positioned one metre above ground level; and (c) the numerals are positioned at or near the alignment of the premises with the road; and (d) the numerals are positioned near the pedestrian access to the premises; and (e) there are no obstructions to visibility between the displayed house number and the road. 		

The written advice must also state that numbers on kerbs do not satisfy this criteria. Therefore Council does not require owners to provide numbers on kerbs.

1.4 Policy Author:

The Development Planning Manager is responsible for the review and revision of this policy.

Date of Review: 22 June 2017

Date of Council Resolution: 15 September 2004

Committee Reference and Date: Works Committee No. 2004(10) of 6 September 2004

No. of Resolution: 21.03

Date to be Reviewed: 22 June 2019

	<p>SETTLEMENT OF PLANNING AND DEVELOPMENT APPEALS POLICY</p>	<p>DOCUMENT NO: A3752819</p>
<p>1. Objective: The objective of this policy is to outline the requirements for communicating with Councillors about the settlement of appeals in respect of planning and development matters.</p>		
<p>2. Regulatory Authority: <i>Local Government Act 2009- Sub Delegation – Commencing and Settling Legal Proceedings (P&D) and Council procedures for: Resolution of Planning and Development Appeals; and Councillor Notification of Impending Legal Action and Significant or Sensitive Development Proposals.</i></p>		
<p>3. Policy: Where it is proposed to settle an appeal relating to a development matter, the officers involved in the negotiation shall liaise, where practicable, with a Council liaison group comprising the Mayor, the Chairperson of the Planning and Development Committee, the Divisional Councillor, City Planner, City Solicitor, Development Planning Manager and the Chief Executive Officer in accordance with any relevant adopted procedures and delegations.</p>		
<p>4. Policy Review and Revision: The Development Planning Manager is responsible for the review and revision of this policy.</p>		
<p>Date of Review: 21 April 2017 Date of Council Resolution: 4 September 2012 Committee Reference and Date: Policy and Administration Board No. 2012(06) of 21 August 2012 - City Management and Finance Committee No. 2012(05) of 28 August 2012 No. of Resolution: 1 Date to be reviewed: 21 April 2019</p>		



POLICY

FRAMEWORK FOR DEVELOPMENT APPLICATIONS AND RELATED ACTIVITIES	Version: Document No.:
<p>1.1 Background:</p> <p>Development applications and related activities are a fundamental part of Council's business and are of interest to multiple Council departments and other government agencies, the community and the development industry. Ipswich is a significant growth area in the South East Queensland Region, with our population expected to more than double by 2041. Development applications are the legislative vehicle through which this growth is managed. The development of land in Ipswich is regulated and influenced by various pieces of Commonwealth, State and Local legislation, and these legislative provisions define a strict framework prescribing what can and cannot be required by Council (including elements considered in the assessment of applications, and limitations on development conditions) and timeframes for decisions on various matters.</p> <p>The outcome of development applications is of interest to a wide range of people and groups, including residents, investors, developers, business owners, government departments, community groups etc. With so many competing priorities and interests in development and such a rigorous legislative framework, it is important to ensure meaningful consultation is undertaken with relevant entities on the right matters, and views are appropriately defined, reviewed and balanced by Council decision makers.</p>	
<p>1.2 Objective:</p> <p>The objective of this policy is to provide a governance framework for processing development applications and related activities which is lawful, transparent, accountable, effective, efficient and sustainable and maximises achievement of the Local Government principles.</p>	
<p>1.3 Regulatory Authority:</p> <p>The main legislative provisions that apply to the development of land in Ipswich are as follows:</p> <ul style="list-style-type: none"> <i>Planning Act 2016</i> <i>Planning Regulation 2017</i> <i>Development Assessment Rules</i> <i>Planning and Environment Court Act 2016</i> <i>Planning and Environment Court Rules 2018</i> <i>Economic Development Act 2012</i> <i>Economic Development Regulation 2013</i> <i>State Planning Policy</i> 	

South East Queensland Regional Plan
Ipswich Planning Scheme
Ripley Valley Development Scheme
Environmental Protection Act 1994
Environmental Protection Regulation 2008
Nature Conservation Act 1992
Environmental Protection and Biodiversity Conservation Act 1999
Vegetation Management Act 1999
Building Act 1975
Plumbing and Drainage Act 2002

1.4 Policy Statement:

Council is committed to development related practices that are lawful, transparent, accountable, effective, efficient and sustainable and maximise achievement of the Local Government principles. The following core principles must be adhered to in the processing of development applications and for development related activities:

- **Decision Process for Development Applications and Requests** – The decision process for development applications and requests is to be as follows and in accordance with the related procedures:
 - Delegation - Development applications and requests that are generally in accordance with the planning scheme and relevant legislative framework are to be assessed and determined under delegation by officers with the appropriate qualifications and experience within the Planning and Development Department (with consultation undertaken with officers in other departments as necessary). These applications include all building work (including where Council is a referral agency for building work), plumbing work, operational work and environmentally relevant activity applications, minor change applications, extension to relevant period applications, minor alterations, responses to proposed infrastructure designations or public housing proposals, requests to sign plan of subdivisions, naming requests and most reconfiguring a lot, material change of use, area development plans, priority development area applications, plans of development, context plans, superseded planning scheme requests, and 'other change' applications. All development applications and requests that are decided under delegated authority are to be reported to the next practicable Committee meeting.
 - Fast Track – Certain qualifying minor, simple development applications and requests are to be assessed and determined under delegation via a streamlined 'Fast Track' process pursuant to the related procedure.
 - Committee and Full Council – Development applications are only to be reviewed by Committee and then decided by Full Council in the following circumstances:
 - If the development application or request requires public notification and more than 20 properly made submissions are received objecting to the proposed development.
 - If any part of the development application is for a Variation Request.
 - If the Chief Executive Officer determines that the scale, scope, nature and sensitivity of the application or request warrants a Council decision;
 - If an application or request is considered by the Chief Executive Officer to involve

a matter of *Strategic Public Interest* or a *Strategic Policy Issue*, including as a result of a request from the Mayor or a Councillor to consider a matter to be of *Strategic Public Interest* or involve a *Strategic Policy Issue*.

- If a development application has been made by Council or a commercial entity of Council, and does not relate to the provision of standard local government infrastructure and facilities such as parks (including canteens, storage sheds, lighting and other similar facilities within parks), roads, libraries, community centres or meeting rooms, art and cultural facilities (including public art), emergency services facilities, utilities or the like.
- If the application or request involves a *Sensitive Development Matter*.

In all circumstances, a recommended decision will be provided in a Committee Report prepared by officers within the Planning and Development Department (with consultation undertaken with officers in other departments as necessary in formulating the recommendation).

- **Deemed approvals** – In the event a development application is at risk of being subject to the Deemed Approval provisions in Section 64 of the *Planning Act 2016* and that application is required to be reviewed by Committee and then decided by Full Council, a Special Meeting must be arranged so that the development application can be determined prior to the application being eligible for deemed approval. In the event a Special Meeting cannot be arranged within the relevant timeframe and consent cannot be obtained from the applicant to extend the decision making period, the relevant Branch Manager must send a copy of the recommendation to the Mayor, Chairperson of the Growth and Infrastructure Committee (or equivalent), affected divisional Councillor(s), Chief Executive Officer, City Planner and City Solicitor, inviting comments by a reasonable nominated period, and determine the application based on any comments received, prior to the application being eligible for deemed approval.
- **Complexity Rating** – Development applications and requests lodged with Council (other than building work, plumbing work and operational work applications except for advertising devices) are to be initially assessed against a complexity rating matrix using three complexity ratings in accordance with the related procedure. The complexity rating applied to each application will reflect the consistency of the application with the legislative framework, the scale of the application and any identified risks to Council and the community associated with the processing of the application.
- **Customer Service** - The Planning and Development Department is committed to its Customer Service Charter which is available on Council's website and promotes respect, easy access to services, quality information, consultation and a commitment to respond. Council will provide development enquiry, heritage advisor and development application prelodgement meeting services free of charge. The conduct of prelodgement meetings is to be in accordance with the related procedure.
- **Initial Development Assessment Panel (IDAP)** – Development applications and requests lodged with Council (other than Fast Track Applications and building work, plumbing work and operational work applications except for advertising devices) are to be presented at a IDAP meeting consisting of various departments and disciplines within Ipswich City Council (with external attendees invited as necessary), in accordance with the related procedure.
- **Draft Conditions** – Draft conditions may be issued (at the discretion of the delegate) for an application which is not at immediate risk of deemed approval (i.e. within the next five (5) business days), is not to be reviewed by Committee and decided by Full Council, and providing the 'stop the clock' provisions are legislatively available for the application and agreed to be

utilised by the applicant until such time as Council has had the opportunity to consider any representations made in relation to the draft conditions.

- **Legal Matters** - All Planning and Environment Court Appeals, Alternative Dispute Resolution Procedures and Judicial Reviews are to be undertaken in accordance with the related procedure. An update on all Planning and Development Legal Matters is to be provided to each Growth and Infrastructure Committee Meeting. Where it is proposed to settle an appeal relating to a development matter, the relevant Branch Manager must (where practicable) consult with the Mayor, Chairperson of the Growth and Infrastructure Committee (or equivalent), affected divisional Councillor(s), Chief Executive Officer, City Planner and City Solicitor. Consultation emails may be sent by another nominated officer such as the relevant team coordinator on behalf of the Branch Manager.
- **Naming** – the naming or renaming of all roads, private roads, parks, bridges and places within the Ipswich Local Government Area will be undertaken in accordance with the related procedure. Preferred names are those of Pioneers, an individual or family who have an exemplary long history associated to the area, or for local identities with national level sporting or cultural achievements. Estate names, business names, product names, religious names or themes, political names or themes, developer, consultant, Council officers or Councillors names are not to be used.
- **Property and Kerbside Numbering** – Property and kerbside numbering will be undertaken in a consistent manner, in both rural and urban areas, in accordance with the related procedure.
- **Infrastructure Charges, Offsets or Refunds** – Infrastructure charges are to be levied in accordance with relevant legislative provisions, including the *Planning Act 2016*, *Economic Development Act 2012*, Ipswich Adopted Infrastructure Charges Resolution, Local Government Infrastructure Plan, Infrastructure Agreements, Infrastructure Funding Framework and the related procedure. When trunk infrastructure is conditioned on a development approval and there is a consequential offset or refund of infrastructure charges, an officer with the appropriate financial delegations for the proposed offset or refund amount must approve the offset or refund, prior to it being reflected in an infrastructure charges notice. This approval must be obtained in accordance with the related procedure, which includes the preparation of a memorandum setting out the basis and reasons for the calculation of the amount of the offset or refund.
- **Infrastructure Agreements** – Council is committed to negotiating infrastructure agreements in good faith, in accordance with legislative requirements. Infrastructure agreements are to be negotiated in accordance with the steps set out in the related procedure.
- **Development Fees and Charges** – The development fees and charges are to be reviewed a minimum of every four (4) years to ensure they fairly represent the costs to Council of assessing development applications and requests. Any development application fee variations must be recorded in a register, and include a formal written request and a written record with reasons for any decision to grant or not to grant the requested variation, in accordance with the related procedure. Fee variations may only be authorised by an officer with the appropriate financial delegations for the amount of the proposed variation.
- **Development Approval Compliance** – Development approval compliance audits are to be undertaken in accordance with the related procedure, with priority given to the recovery of outstanding infrastructure contributions or charges, and any development where there may be a risk to the public owing to the non-compliance (such as shopping centres, shops, medical centres and other developments with high public access). Where non-compliance is identified, the severity of the non-compliance will dictate the resulting action, whether it be

Show Cause, Enforcement, Penalty Infringement Notice, or formal legal proceedings. Where infrastructure contributions have been recovered and there is no risk to public safety, certain developments will be audited upon receipt of a complaint to the extent necessary to address the complaint, and other mechanisms such as self-audit processes may be used for low risk developments.

- **Conflicts of Interest** – Where Conflicts of Interest (real or perceived) arise in relation to development matters, the following measures are to be implemented:
 - Where an officer has a significant Conflict of Interest in an application, enquiry or other development matter (for example, an application is submitted which involves a property they or an immediate family member of theirs has a financial interest in), the officer is to make a written declaration concerning the interest for recording on their personnel file and where possible, the application is to be processed by an alternative team.
 - Where an employee has identified a Conflict of Interest, they are not to participate in the assessment of the application or in any discussion regarding the matter. Other officers are to use discretion to ensure they do not discuss the matter within proximity to the officer who has identified a conflict.
 - Where the Team Coordinator would normally be required to consult or decide a matter and has a conflict of interest (and the application has not been allocated to an alternative team for processing), the matter is to be decided by the Branch Manager.
 - Where the Branch Manager would normally be required to consult or decide a matter and has a conflict of interest, the matter is to be decided by the City Planner.
 - Where the City Planner would normally be required to consult or decide a matter and has a conflict of interest, the matter is to be decided by the Chief Executive Officer.
 - Where the Chief Executive Officer would normally be required to consult or decide a matter and has a conflict of interest, the matter is to be escalated to Committee and Full Council.
 - Any Councillor must also declare a conflict of interest in a matter as soon as they become aware of the conflict in accordance with the Councillor Code of Conduct and the *Local Government Act 2009*.
 - Where the application involves a significant conflict of interest resulting in it being categorised as a Sensitive Development Matter, it is to be reviewed by the Independent Decision Review Panel in accordance with the related procedure.
- **Independent Decision Review Panel** – Development application decisions for Sensitive Development Matters will be reviewed by the Independent Decision Review Panel in accordance with the related procedure. In addition, a third party review may also be sought for technical material where the Chief Executive Officer, City Planner, Branch Manager or Team Coordinator considers that the complexity of the technical material requires such consideration.

1.5 Scope:

This policy relates to the processing of all development applications (including material change of use, reconfiguring a lot, area development plan, priority development area, environmentally relevant activities, variation requests, operational works, building works and plumbing works and related applications such as change applications, extension to relevant period applications, superseded planning scheme requests, plan of subdivision requests, conversion applications etc) and development related activities (such as prelodgement meetings, fees and charges, infrastructure agreements, appeals, compliance, naming requests, request for comments on

proposed community infrastructure designations or public housing proposals etc). The policy broadly covers a wide range of core matters, and has a number of related procedures which provide the detail on the process to be fulfilled to achieve the policy outcomes sought.

1.6 Roles and responsibilities:

This policy applies to all Councillors and Council officers, and is directly relevant to officers involved in the assessment and determination of development applications and requests.

1.7 Definitions:

Conflict of Interest as per the Ipswich City Council Employee Code of Conduct, means a conflict between a Council employee's work responsibilities and their personal or private interests. A Conflict of Interest can arise from either gaining a personal advantage or avoiding a personal loss. Conflicts of interest can be real (actual) or perceived (apparent).

A real Conflict of Interest is a conflict between the employee's duties and their private interests.

A perceived Conflict of Interest arises where a person is likely to believe an employee's private interests could improperly influence them at work. Such a perception is judged having regard to what a fair and reasonable member of the public could be expected to believe.

Independent Decision Review Panel means a panel consisting of one or more independent expert members or other members who are selected in accordance with the related procedure.

Sensitive Development Matter means a planning development application or request of a Level 2 or Level 3 Complexity, excluding building work, plumbing work or operational work applications, involving a kind specified below:

1. Development for which the applicant or land owner is:
 - (a) the Council or a commercial entity of Council, and does not relate to the provision of standard local government infrastructure and facilities such as parks (including canteens, storage sheds, lighting and other similar facilities within parks), roads, libraries, community centres or meeting rooms, art and cultural facilities (including public art), emergency services facilities, utilities or the like.
 - (b) a Councillor or immediate family member;
 - (c) a member of the Queensland Parliament or Parliament of the Commonwealth.
2. Any development application or request which is particularly contentious, controversial, or involves a significant departure from the planning scheme, as determined by the City Planner and Chief Executive Officer, such as:
 - (a) A development application or request that requires public notification and more than 50 properly made submissions are received objecting to the proposed development;


(b) Development which is of a Level 3 Complexity and is inconsistent with an aspect of relevant planning legislation.

Strategic Public Interest means a matter which is of strategic importance to the whole local government area, is likely to have a major impact on a significant proportion of the local government area (e.g. several suburbs).

Strategic Policy Issue means a policy matter which is likely to result in a decision precedent on a particular issue which will have a cumulative impact on a significant proportion of the local government area.

1.8 Policy Author:

The City Planner is responsible for the maintenance of this policy.

	<p>CONSULTATION PROCEDURE DEVELOPMENT ASSESSMENT DECISIONS PROCEDURE</p>	<p>Document No: A4244849 Procedure No: PD-03</p>
<p>1 Objective:</p> <p>The objective of this procedure is to provide guidance in the processes relating to the determination of development applications and requests under delegated authority and the preparation of correspondence associated with applications approved or refused under such authority. This procedure is intended to provide guidance on the process for fulfilling the conditions of the various delegations and sub-delegations relating to the determination of development applications (including fast-track applications), development requests (such as naming requests) and the preparation of application related correspondence.</p>		
<p>2 Regulatory Authority:</p> <ul style="list-style-type: none"> • Local Government Act 2009 • Integrated Planning Act 1997 delegation for Change or Cancel Conditions of a Development Approval and Change and Development approval (other than a Change of conditions) • Integrated Planning Act 1997 delegation for decision notices and Negotiated decision notices • Integrated Planning Act 1997 delegation for Determination of Development Applications, Precinct Plans, Area Development Plans and related matters • Integrated Planning Act 1997 delegation for Determination of a Development Application, Including Negotiated Decisions • Sustainable Planning Act 2009 – Assessing Authority – City Planner • Sustainable Planning Act 2009 – Assessing Authority – Managers • Sustainable Planning Act 2009 – Assessing Authority – Officers • Sustainable Planning Act 2009 – Assessing Authority – Team Coordinators • Sustainable Planning Act 2009 – Assessing Authority – Senior Planners • Sustainable Planning Act 2009 – Assessing Manager – City Planner • Sustainable Planning Act 2009 – Assessing Manager – Managers • Sustainable Planning Act 2009 – Assessing Manager – Officers • Sustainable Planning Act 2009 – Assessing Manager – Team Coordinators • Sustainable Planning Act 2009 – Assessing Manager – Senior Planners • Sustainable Planning Act 2009 - Local Government – City Planner • Sustainable Planning Act 2009 - Local Government – Managers • Sustainable Planning Act 2009 - Local Government – Officers • Sustainable Planning Act 2009 - Local Government – Team Coordinators • Sustainable Planning Act 2009 - Local Government – Senior Planners • Planning Act 2016 – Assessment Manager – City Planner 		

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- Planning Act 2016 – Assessment Manager – Managers
- Planning Act 2016 – Assessment Manager – Principal Planners and Team Coordinators
- Planning Act 2016 – Assessment Manager – Senior Planners
- Implementation of the Planning and Development Program
- Issuing notices (Show Cause, Enforcement, Penalty Infringement)
- Local Government Act 2009, Chapter 3, Part 3, Division 1, Section 59 & 60 (2) (c) & (d)

Note: All delegations/sub-delegations may be amended from time to time, a full list of Related Delegations are available on Council's Intranet

3 Procedure

General Process:

3.1 Prior to the exercise of a delegated power to determine a Development Assessment Decision the Delegate must:

- (a) consult with and seek the views of the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor about the Development Assessment Decision;
- (b) forward a copy of the consultation to the Mayor for information; and
- (c) forward a copy of the consultation to the relevant adjoining divisional Councillor where a Development Assessment Decision relates to land within 50 metres of a divisional boundary line.

3.2 The Delegate is authorised to exercise the delegated power to determine a development application if the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor:

- (a) responds to the effect that he or she has noted the proposed exercise of the delegated power; or
- (b) does not respond within the time specified in this procedure adopted to deal with the determination of a Development Assessment Decision; or
- (c) responds to the effect that he or she declares a material personal interest in the matter; or
- (d) responds to the effect that he or she declares a conflict of interest in the matter; or
- (e) responds, but not in accordance with this procedure adopted to deal with the determination of development applications.

3.3 The Delegate must:

- (a) not exercise a delegated power if the Chairperson of the Planning, Development and Heritage Committee or the relevant divisional Councillor gives the Delegate notice

that the matter must be referred to the Planning, Development and Heritage Committee for its consideration and recommendation to Council for the making of the decision by Council;

- (b) if paragraph 3.3(a) applies, refer the matter to the Planning, Development and Heritage Committee as soon as practicable.

- 3.4 Paragraphs 3.2 and 3.3 above are subject to or modified by (as the circumstances may require) paragraphs 3.5 to 3.9 below.
- 3.5 Despite paragraph 3.3, the Delegate may exercise the delegated power if at any time prior to a Council decision on the matter any notice given pursuant to paragraph 3.3(a) is withdrawn by the person who gave the notice and the Chairperson of the Planning, Development and Heritage Committee and the relevant divisional Councillor have provided a response that satisfies paragraph 3.2(a).
- 3.6 Where the Chairperson of the Planning, Development and Heritage Committee is also the relevant divisional Councillor, the delegate shall consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in place of the Chairperson of the Planning, Development and Heritage Committee.
- 3.7 In the event that the relevant divisional Councillor is absent or is temporarily incapacitated he or she may nominate an alternative Councillor for the delegate to consult with, or elect not to be consulted during this time. The delegate shall consult with any alternative nominated Councillor in place of the relevant divisional Councillor.
- 3.8 Where a divisional Councillor vacates office the delegate must consult with the Deputy Chairperson of the Planning, Development and Heritage Committee in his or her place until a new Divisional Councillor's term starts in accordance with section 159 of the *Local Government Act 2009*.
- 3.9 Where an Development Assessment Decision may become a deemed approval prior to the next Council meeting, and despite any other paragraph, the Delegate shall consult with the Chairperson of the Planning, Development and Heritage Committee, the Deputy Chairperson of the Planning, Development and Heritage Committee, the Mayor and the relevant Divisional Councillor to seek their views about the matter. Where the Chairperson and at least one other Councillor notes the proposed exercise of the delegated power, it may be exercised.

Specific Process for determination of 'fast-track' applications that require councillor consultation prior to exercising delegated authority:

- 3.10 An assessment report is prepared by an officer for review by the delegate within three (3) business days of lodgement of the application or within 1 business day of the application entering the decision part if the application did not enter the decision part upon lodgement with Council.

- 3.11 Upon receipt of the report, the delegate will review the report within four (4) business days of lodgement of the application, or within 2 business days of the application entering the decision part if the application did not enter the decision part upon lodgement with Council; and if in agreement with its recommendations, authorise the Administration Team to undertake the Councillor consultation process pursuant to this procedure and any conditions of the relevant sub-delegation.
- 3.12 Prior to the exercise of delegation, and where required pursuant to this procedure and any sub-delegation, the Administration Team will send the appropriate councillor consultation via email.
- 3.13 The Councillor consultation for fast-track applications will consist of an email followed by a pager message. The email must include a copy of the application or request details; proposal summary; recommendation (including recommended conditions or reasons for refusal); and the timeframe for response by the relevant Councillor. The pager message must identify that a recommendation about a fast-track application has been forwarded to their email for consultation.
- 3.14 The consultation email must also include the following options in respect to the proposed exercise of the delegation:
- I note the proposed exercise of delegated power []*
*I request the matter be referred to the **Planning, Development and Heritage Committee** []*
I wish to declare a material personal interest in the matter []
*I request the matter be held **pending clarification** of issue(s) below []*
I wish to declare a conflict of interest in the matter []
COMMENTS/ISSUES (if any):
- 3.15 If no response is received within the nominated response period (i.e. by midday the next business day) the delegate may exercise the delegation.
- 3.16 The consultation process and outcomes must be recorded in the P & D Delegations Register of Pathway.
- 3.17 Upon completion of the above referenced process, the following options may be applicable:
- (a) If the box adjacent to **Planning, Development and Heritage Committee** has been selected, then the file and report is forwarded to the Administration Team to arrange for the report to be changed to a committee report in consultation with the delegate and placed on the agenda for the first available meeting of the Planning, Development and Heritage Committee; or
- (b) If the box adjacent to **pending clarification** has been selected, then the Delegate should be advised of the comments and respond to any matters raised by the Councillor as soon as possible, preferably within one business day; or

- (c) If the box adjacent to **I note the proposed exercise of delegated power** has been selected or the Councillor indicates a material or personal interest, forward the file, report and replies to the Delegate for the exercise of their delegated authority.
- 3.18 Upon completion of the consultation process, or determination of the application by Council, the Administration Team must finalise the decision notice, and distribute the decision notice (including plans), the Notice About Decision and recommendation to the delegate.
- 3.19 The delegate must check the decision notice (including plans) and exercise the delegation by signing the recommendation, the Notice About Decision and the decision notice.
- 3.20 The Administration Team then undertakes the following actions:
- (a) The exercise of the delegation is recorded in the corporate information system (Pathway), and the details of the determination are recorded in the corporate information system (Pathway).
 - (b) The decision notice must be provided within one (1) business day of the exercise of the delegation (preferably same day) and the determination of an application and is distributed by means of:
 - Electronic Correspondence: Where an email address has been provided the Administration Team will email the applicant and/or referral agencies (concurrence or advice) and QUU if applicable, a copy of the signed decision notice along with a full set of stamped and approved plans.
 - Hard Copy Correspondence: If an email address has not been provided a letterhead copy of the signed decision notice will be posted to the applicant. Should there be any attachments to the decision, then those attachments will also be posted.
 - A copy of the decision notice is provided to any referral agencies (concurrence or advice) and QUU if applicable.
 - (c) Council's Corporate information system (Pathway) is updated to include the following information:
 - Decision date – date delegated authority was exercised and description.
 - Decision.
 - Officer who exercised the delegated authority or Council, if it was determined by Council.
 - Record Infrastructure Contributions (if applicable).

(d) All actions outlined in the recommendation must also be completed including, but not limited to:

- Forward any other attached correspondence to the relevant officer or officers within Council for action (including the recording of memos in the corporate information system (Pathway)).
- For Smart eDA applications, original correspondence and approved plans are exported from ECM Objective then uploaded to Smart eDA.
- For development applications make the decision notice and the Notice About Decision publicly available in the corporate information system (Pathway) (so that the decision notice and Notice About Decision can be accessed via PD Online or equivalent).

Note: In the instance of the determination of Technical Support correspondence this is not made available via PD Online.

Specific Process for determination of applications (non-fast-track) and requests that require councillor consultation prior to exercising delegated authority:

- 3.21 An assessment report is prepared by an officer for review by the delegate.
- 3.22 Upon receipt of the report, the delegate will review the report and if in agreement with its recommendations, authorise the Administration Team to undertake the Councillor consultation process pursuant to this procedure and any conditions of the relevant sub-delegation.
- 3.23 Prior to the exercise of delegation, and where required pursuant to this procedure and any sub-delegation, the Administration Team will prepare the appropriate councillor consultation via email.
- 3.24 The consultation email must include a copy of the application or request details, proposal summary, and recommendation (including recommended conditions or reasons for refusal) and the timeframe for response by the relevant Councillor. The consultation process and outcomes must be recorded in the P & D Delegations Register of Pathway.
- 3.25 The consultation email must include the following options in respect to the proposed exercise of the delegation:

I note the proposed exercise of delegated power []
*I request the matter be referred to the **Planning, Development and Heritage Committee** []*
I wish to declare a material personal interest in the matter []
*I request the matter be held **pending clarification** of issue(s) below []*
I wish to declare a conflict of interest in the matter []
COMMENTS/ISSUES (if any):

- 3.26 If no response is received by midday on the second business day after the councillor consultation email being sent, the delegate may exercise the delegation.
- 3.27 Upon completion of the above referenced process, the following options may be applicable:
- (a) If the box adjacent to **Planning, Development and Heritage Committee** has been selected, then the file and report is forwarded to the Administration Team to arrange for the report to be changed to a committee report in consultation with the delegate and placed on the agenda for the first available meeting of the Planning, Development and Heritage Committee; or
 - (b) If the box adjacent to **pending clarification** has been selected, then the Delegate should be advised of the comments and respond to any matters raised by the Councillor as soon as possible, preferably within one business day; or
 - (c) If the box adjacent to **I note the proposed exercise of delegated power** has been selected or the Councillor indicates a material or personal interest, forward the file, report and replies to the Delegate for the exercise of their delegated authority.
- 3.28 Where the delegate responds to a matter raised by a Councillor in accordance with paragraph 3.27(b) above, one business day (in addition to the two business day consultation period) is to be provided to the Councillor for consideration of and response on the matter. If no response is received following this additional one business day, the delegate may exercise the delegation.
- 3.29 Upon completion of the consultation process, or determination of the application by Council, the Administration Team must finalise the decision notice, and distribute the decision notice (including plans), the Notice About Decision and recommendation to the delegate.
- 3.30 The delegate must check the decision notice (including plans) and exercise the delegation by signing the recommendation, the Notice About Decision and the decision notice.
- 3.31 The Administration Team then undertakes the following actions:
- (a) The exercise of the delegation is recorded in the corporate information system (Pathway), and the details of the determination are recorded in the corporate information system (Pathway).
 - (b) The decision notice must be provided within one (1) business day of the exercise of the delegation and the determination of an application and is distributed by means of:
 - Electronic Correspondence: Where an email address has been provided the Administration Team will email the applicant and/or referral agencies a copy of

the signed decision notice along with a full set of stamped and approved plans.

- Hard Copy Correspondence: If an email address has not been provided a letterhead copy of the signed decision notice will be posted to the applicant. Should there be any attachments to the decision, then those attachments will also be posted.
- A copy of the decision notice is provided to any referral agencies (concurrence or advice) and QUU if applicable.

(c) Council's Corporate information system (Pathway) is updated to include the following information:

- Decision date – date delegated authority was exercised and description.
- Decision.
- Officer who exercised the delegated authority or Council, if it was determined by Council.
- Start submitters task (if applicable).
- Record Infrastructure Contributions (if applicable).

(d) All actions outlined in the recommendation must also be completed including, but not limited to:

- Forward any other attached correspondence to the relevant officer or officers within Council for action (including the recording of memos in the corporate information system (Pathway)).
- For Smart eDA applications, original correspondence and approved plans are exported from ECM Objective then uploaded to Smart eDA.
- For development applications make the decision notice and the Notice About Decision publicly available in the corporate information system (Pathway) (so that the decision notice and Notice About Decision can be accessed via PD Online or equivalent).

Note: In the instance of the determination of Technical Support correspondence this is not made available via PD Online.

Specific Process for determination of applications and requests that do not require councillor consultation prior to exercising delegated authority:

3.32 An assessment report is prepared by an officer for review by the delegate.

3.33 Upon receipt of the report, the delegate will review the report and if in agreement with its

recommendation, exercise the delegation.

- 3.34 The Administration Team must finalise the decision notice, and distribute the decision notice (including plans) to the delegate for signing.
- 3.35 The delegate must check the decision notice (including plans) and sign the decision notice and Notice About Decision.
- 3.36 The Administration Team undertakes the following actions after signing:
- (a) The exercise of the delegation and the details of the determination are recorded in the corporate information system (Pathway).
 - (b) The decision notice is distributed by means of:
 - Electronic Correspondence: Where an email address has been provided the Administration Team will email the applicant and/or referral agencies a copy of the signed decision notice along with a full set of the stamped and approved plans.
 - Hard Copy Correspondence: If an email address has not been provided a letterhead copy of the signed decision notice will be posted to the applicant along with a full set of stamped and approved plans.
 - A copy of the decision notice is provided to any referral agencies (concurrence or advice) and QUU if applicable.
 - (c) Council's Corporate information system (Pathway) is updated to include the following information:
 - Decision date – date delegated authority was exercised and description.
 - Decision.
 - Officer who exercised the delegated authority or Council, if it was determined by Council.
 - Start submitters task (if applicable).
 - Record Infrastructure Contributions (if applicable).
 - (d) All actions outlined in the recommendation must also be completed including, but not limited to:
 - Forward any other attached correspondence to the relevant officer or officers within Council for action (including the recording of memos in the corporate information system (Pathway)).

- For development applications make the decision notice and the Notice About Decision publicly available in the corporate information system (Pathway) (so that the decision notice and Notice About Decision can be accessed via PD Online or equivalent).

Note: In the instance of the determination of Technical Support correspondence this is not made available via PD Online.

Flowcharts:

- 3.37 Process for determination of fast-track applications that require councillor consultation prior to exercising delegated authority:



Fast track Decision
Stage Flow Chart.pdf

- 3.38 Process for determination of applications and requests that require councillor consultation prior to exercising delegated authority:



Delegation process
flow chart.pdf

- 3.39 Process for determination of applications and requests that do not require councillor consultation prior to exercising delegated authority:



Applications that
do not require Cour

4 Definitions:

- Development Assessment Decision means any decision relating to a matter under Chapter 3 of the *Planning Act 2016* and excludes a decision about a Minor Development Matter.
- Minor Development Matter means:
 - assessable development that is operational work, building work, plumbing or drainage work or any combination of such development requiring code assessment only;
 - any application which is unlikely to cause a substantial impact on the amenity of nearby land, and which involves building work not associated with a material change of use, such as minor boundary setback variations and minor alterations or additions to character places or the erection of car ports or outbuildings;

- minor building work; or
- a minor amendment, variation or alteration to a development approval which is unlikely to cause a substantial impact on the amenity of nearby land.
- Corporate Information Management Systems – The software and programs used by Council for the creation and maintenance of documentation identified as ‘Corporate Memory’. These include Objective and Pathway as defined below.
- Delegation: The term delegation is the assignment of authority and responsibility to another person and under the laws of local government there is an overarching Act which gives the CEO the powers to sub-delegate powers to other officers from various Acts or Local Laws if it so determined by those Acts or Local Laws.
- Delegation Checklist: This checklist is used by the Development Planning Administration Team and Town Planners to track the delegation process.
- Objective - The term Objective is Council’s electronic document and records management system used to receive, record, search and maintain corporate information. An Objective task is a way of forwarding documentation electronically to a person(s) or group within the organisation.
- Fast-track Application: A development application which is for a minor form of development as listed below and which is: not subject to significant development constraints; and does not attract any objections during its public notification if applicable; and is not subject to any statutory referral response requirements or conditions and does not necessitate the request for, or lodgement of, further information which requires assessment and input from internal specialists (i.e. engineering/environment).

The minor forms of development include development such as:

- single residential uses
- dual occupancies
- boundary realignments
- building setback variations within three (3) metres of the road boundary excluding single open bay car ports.
- access easements
- residential reconfigurations up to ten (10) new lots
- multiple residential uses up to ten (10) units
- small scale commercial/industrial uses
- building work not associated with a material change of use
- operational work for advertising devices
- minor alterations
- extensions to relevant periods
- change application to a fast-track approval

- Notice About Decision: A notice published on the Council's website as required by sections 46, 63 and 83 of the *Planning Act 2016* (Qld).
- Pathway - Pathway is Council's Application Management System. It is used for general enquiries and maintenance to properties, customers and applications. Applications are also lodged using this system and there is a link to Objective.


5. Procedure Review and Revision:

The Development Planning Manager is responsible for the review and revision of this procedure.

Date of approval: 30 June 2017

Title of Manager: City Planner

Date to be reviewed: 30 June 2019

	<p>COUNCILLOR NOTIFICATION OF IMPENDING LEGAL ACTION OR SIGNIFICANT OR SENSITIVE DEVELOPMENT PROPOSALS PROCEDURE</p>	<p>Document No: A4305968</p> <p>Procedure No: PD-01</p>
<p>1. Objective: This procedure has been developed in order to establish guidelines for the notification of Councillors of impending legal action in respect to planning and development matters and significant or sensitive development proposals.</p>		
<p>2. Regulatory Authority: <i>Local Government Act 2009- Sub Delegation – Commencing and Settling Legal Proceedings (P&D)</i> and Council policy for <i>Settlement of Planning and Development Appeals.</i> <i>Planning and Environment Court Act 2016 Sub-delegation – Local Government</i></p>		
<p>3. Scope: This procedure outlines the processes relevant to notifications to Councillors regarding both Planning and Development related Significant Legal Actions and Significant or Sensitive Development Proposals. The scope of each of these is as follows:</p> <ul style="list-style-type: none"> • <u>Significant Legal Action:</u> The legal processes are such that there is often a significant time lapse between Council's determination on a matter and commencement of legal action on a particular issue and the time that the matter is actually heard by the Courts. Furthermore, legal action being taken against Council or action in which Council is involved may occur in a relatively short time that makes formal advice to Council impractical. This procedure is to ensure that the relevant Councillors are made aware of impending legal action in respect to planning and development matters prior to any Court hearing. • <u>Significant or sensitive development proposals:</u> Significant or sensitive development proposals are often mooted or discussed with Council officers well before a development application is actually lodged with Council. This procedure is to ensure that the relevant Councillors are aware of impending significant or sensitive development proposals prior to and subsequent to any application being lodged. 		
<p>4. Procedure:</p> <p><u>4.1 Previously Determined Legal Actions</u></p> <p>(a) Following a Council determination to take legal action on a particular issue, the matter will be referred to the City Solicitor.</p> <p>(b) The City Solicitor will undertake whatever preliminary legal actions are necessary, such as lodgement of an entry of appearance.</p>		

- (c) When the matter has been set down for a Court hearing, the City Solicitor will advise the relevant department head, branch manager and team coordinator who will ensure that the relevant divisional Councillor and the relevant Committee Chairperson is notified of the details of the impending court hearing. The team coordinator will update Council's corporate pathway information system such that the notes associated with the legal action reflect the dates of the Court hearing.
- (d) Following the Court hearing and the subsequent determination, the City Solicitor will advise the relevant department head, branch manager and team coordinator of the outcome of the court action, and the Team Co-ordinator will then advise Councillors of the determination.

4.2 Other Significant Legal Action

- (a) When recommending legal action or when receiving advice of impending legal action, the relevant department head shall determine whether or not such action is likely to have a significant impact on the Council.
- (b) If it is determined that such action is likely to have a significant impact on the Council then the department head, branch manager or team coordinator will notify the relevant divisional Councillor and the relevant Committee Chairperson of the details of the impending court action and continue to advise the Councillors of any on-going advice or information as the situation progresses, as deemed necessary or as required pursuant to relevant policies and procedures relating to the resolution of appeals and settlement of planning and development appeals.

4.3 Significant or Sensitive Development Proposals

- (a) As soon as possible, after learning of a significant or sensitive development proposal, the relevant department head, branch manager or team coordinator will notify the divisional Councillor and the relevant Committee Chairpersons of the details and status of the proposal.
- (b) When undertaking notification, the Councillors should also be advised of the confidentiality of the proposal if required.

5. Definitions:

- Significant Legal Action: means any legal action for which Council has previously determined to take legal action or such action that in the opinion of the relevant department head, having regard to the nature of the action, may have a significant impact on the Council from a planning and development perspective.
- Significant or sensitive development proposal: means any development proposal deemed to be significant or sensitive by the relevant delegate.

6. Procedure Review and Revision:

The Development Planning Manager is responsible for the review and revision of this procedure.

Date of Approval: 4 August 2017 Title of Manager: City Planner Date to be Reviewed: 4 August 2019



PROCEDURE

Our Values:



Collaboration



Communication



Integrity



Efficiency



Leadership

PLANNING AND DEVELOPMENT DECISION MAKING PROCEDURE

Version:

Document No.:

1.1 Objectives:

The objective of this procedure is to provide guidance in relation to the determination of development applications and requests. The procedure aligns with the various delegations and sub delegations relating to the determination of development applications and the Ipswich City Council Policy titled Framework for Development Applications and Related Activities.

1.2 Regulatory Authority:

Policy titled 'Framework for Development Applications and Related Activities'
Delegation titled 'Approval of Plans for Springfield'
Delegation titled 'Exercise the Powers of Council under the *Economic Development Act 2012*'
Delegation titled 'Implementation of the Planning and Development Program'
Delegation titled '*Planning Act 2016*'
Delegation titled '*Planning and Environment Court Act 2016*'
Delegation titled '*Sustainable Planning Act 2009*'

1.3 Scope:

This procedure relates to the determination of development applications and requests pursuant to the Ipswich Planning Scheme, the *Planning Act 2016* and the *Economic Development Act 2012*. The procedure does not apply to Operational Works applications (other than for Advertising Devices), Environmentally Relevant Activity applications, Building Works (or any referral agency responses by Council for building work) or Plumbing applications that are not triggered by the planning scheme.

1.4 Roles, responsibilities and actions:

1.4.1 General Process for Determination of Fast Track Applications

Fast Track Applications are minor, simple development applications or requests which are to follow a streamlined assessment process with a fast turnaround. Fast Track Applications are limited to Level 1 applications, which means they must be code assessable, but may include applications which are not ready for a decision upon lodgement (that is, they require an action notice, referral agency response or information request). These types of Fast Track Applications are referred to in this procedure as Fast Track Decision Stage applications. Owing to Fast Track Applications being limited to code assessable, minor, low risk applications and having a fast turnaround, the applications are generally not presented at an IDAP Meeting and must be decided by officers with appropriate qualifications, skills and experience (that is, they are not to be reviewed by Committee and decided by Full Council).

The procedure for the determination of Fast Track Applications is as follows:

1. Upon lodgement, the development application or request is sent to the relevant Team Coordinator (or a senior officer within the relevant team in the absence of the Team Coordinator) using the approved email template by the relevant Administration Officer. The relevant Team Coordinator (or senior officer) is to assess the development against the Complexity Rating of Development Applications and Requests Procedure, to determine whether the application is a Level 1, Level 2 or Level 3 Category application, and allocate a responsible planning officer to manage the assessment of the application. If the application is a Level 1 Category, the Team Coordinator (or Senior Planner) must state whether the application qualifies as a Fast Track Application or Fast Track Decision Stage Application. The Administration Officer is to use this information to insert the relevant application workflow into Council's corporate information system (Pathway).
2. If the application qualifies as a Fast Track Application, is properly made upon lodgement and does not require an information request or referral agency response (or is an application which does not include these steps and is ready to be decided), the application is to be decided within five (5) business days of the lodgement of the application, with the confirmation notice to be issued within three (3) business days of lodgement.
3. If the application qualifies as a Fast Track Decision Stage Application (i.e. the application requires an action notice, information request or an advice agency response), the application is to be decided within five (5) business days of the start of the application entering the decision part, with all other actions to be undertaken within the required legislative timeframes.
4. The assessment report for the Fast Track Application is to be prepared by the responsible planning officer and sent to the delegate (at minimum a senior planner) by midday on the day before the application is due to be decided, with a CC to the relevant Team Coordinator. If the relevant Team Coordinator is the delegate for the application, the CC is to be to the relevant Branch Manager. Notably, the Team Coordinator/Branch Manager CC'd on the application may or may not make comment on the recommendation.
5. Once the delegate is satisfied with the recommendation, they are to send the assessment report to the relevant Administration Team by midday on the day the application is due to be decided for preparation of the Decision Notice.
6. The Decision Notice is to be prepared by the relevant Administration Officer and sent back to the responsible planning officer by 3pm on the day the application is due to be decided.
7. The responsible planning officer is to compile the decision material and send to the delegate for signing, with a CC to the Team Coordinator/Branch Manager who was included in the original email so that they are aware that the application has been decided.
8. The delegate must check and exercise the delegation by signing the decision material. Upon signing the decision material, the delegate is to send the decision documents to the relevant Administration Team.

9. The relevant Administration Team is to then undertake the following actions:

- The exercise of the delegation and the details of the determination is recorded in the corporate information system (Pathway).
- The decision notice must be provided within one (1) business day of the exercise of the delegation (preferably same day) and is distributed by means of:
 - Electronic Correspondence: Where an email address has been provided, the Administration Team must email the applicant and/or referral agencies (concurrence or advice) and QUU if applicable, a copy of the signed decision notice along with a full set of stamped and approved plans.
 - Hard Copy Correspondence: If an email address has not been provided, a letterhead copy of the signed decision notice must be posted to the applicant. Should there be any attachments to the decision, then those attachments must also be posted.
- A copy of the decision notice must be provided to any referral agencies (concurrence or advice) and QUU if applicable.
- Council's corporate information system (Pathway) must be updated to include the following information:
 - Decision date – date delegated authority was exercised and description.
 - Decision.
 - Officer who exercised the delegated authority
 - Record Infrastructure Contributions (if applicable).
- All actions outlined in the recommendation must also be completed including, but not limited to:
 - Forward any other attached correspondence to the relevant officer or officers within Council for action (including the recording of memos in the corporate information system (Pathway)).
 - For development applications, make the Decision Notice, Approved Plans and the Notice About Decision publicly available in the corporate information system (Pathway) (so that the decision material can be accessed via PD Online or equivalent).

1.4.2 General Process for Determination of Applications under Delegated Authority

The majority of development applications are to be determined under delegated authority. However, there are a number of instances where applications may be reviewed by Committee and decided by Full Council, which are identified in the steps below. Where one of the steps below requires the application to be reviewed by Committee and decided by Full Council, the procedure for determination of the application will revert to the alternative procedure for review by Committee and decision by Full Council. The procedure for determination of development applications under delegated authority is set out below:

1. Upon lodgement, the development application or request is sent to the relevant Team Coordinator (or a senior officer within the relevant team in the absence of the Team Coordinator) using the approved email template by the relevant Administration Officer. The relevant Team Coordinator (or senior officer) is to assess the development against the

Complexity Rating of Development Applications and Requests Procedure, and respond to the email with a determination as to whether the application is a Level 1, Level 2 or Level 3 Category application, and allocate a responsible planning officer to manage the assessment of the application. The Administration Officer is to use this information to insert the relevant application workflow and responsible officer into Council's corporate information system (Pathway).

2. If the development application or request is for a Variation Request, or involves a Sensitive Development Matter, the application or request is to be reviewed by Committee and decided by Full Council (refer 'General Process for Review of Applications by Committee and Determination by Full Council').
3. On the first business day of each week, a list of all development applications (with the exception of Fast Track Applications) lodged during the previous working week is to be circulated to the Chief Executive Officer, Mayor and Councillors.
4. Should the Mayor or any Councillor believe that any development application or request listed involves a matter of Strategic Public Interest or a Strategic Policy Issue, they are to make a written request to the Chief Executive Officer by close of business on the final business day of the working week setting out the reasons why they believe the application involves a matter of Strategic Public Interest or a Strategic Policy Issue. If the request is agreed by the Chief Executive Officer, the application is to be reviewed by Committee and decided by Full Council (refer 'General Process for Review of Applications by Committee and Determination by Full Council'). The Chief Executive Officer has the discretion to accept any written request made beyond the final business day of the working week.
5. The application is to be presented to the relevant Integrated Development Assessment Panel (IDAP) meeting in accordance with the IDAP procedure. At the relevant IDAP meeting, the City Planner or Development Planning Manager is to determine whether the scale, scope, nature and sensitivity of the application or request may warrant a Council decision, or whether the application may involve a matter of Strategic Public Interest or a Strategic Policy Issue. If either of these determinations are made, the responsible planning officer is to include this information on the IDAP notes. Subsequent to the meeting, the City Planner or Development Planning Manager is to consult with the Chief Executive Officer to confirm agreement, and if the Chief Executive Officer makes this determination, the application is to be reviewed by Committee and decided by Full Council (refer 'General Process for Review of Applications by Committee and Determination by Full Council'). The Chief Executive Officer, City Planner, Development Planning Manager or relevant Team Coordinator is to notify the Mayor and Councillors following the meeting if either of these determinations are made.
6. The relevant planning officer is to ensure the time taken to issue an information request for the application is minimised in order to maximise the time available to make a decision on the application (i.e. the information request is generally to be issued within two (2) business days).

7. If the development application or request requires public notification and more than 20 properly made submissions are received objecting to the proposed development, the application is to be reviewed by Committee and decided by Full Council (refer 'General Process for Review of Applications by Committee and Determination by Full Council').
8. Following the above steps, if the application or request is still to be determined under delegated authority, the assessment report for the application or request is to be completed by the responsible planning officer to enable determination within legislative timeframes.
10. For a Level 1 Category application or request, the assessment report is to be sent to the delegate (generally a senior planner), with a CC to the relevant Team Coordinator. If the relevant Team Coordinator is the delegate for the application, the CC is to be to the relevant Branch Manager. Notably, the Team Coordinator/Branch Manager CC'd on the application may or may not make comment on the recommendation.
11. For a Level 2 application or request, the assessment report is to be sent to the delegate (generally the relevant Team Coordinator), with a CC to the relevant Branch Manager. If the Branch Manager is the delegate, the CC is to be to the City Planner, and if the City Planner is the delegate, the CC is to be to the Chief Executive Officer. Notably, the Branch Manager/City Planner/Chief Executive Officer CC'd on the application may or may not make comment on the recommendation.
12. For a Level 3 application or request, the assessment report is to be sent to the delegate (generally the relevant Team Coordinator), with a CC to the relevant Branch Manager and City Planner. If the Branch Manager or City Planner is the delegate for the application, the CC is to be to the Chief Executive Officer. Notably, the Branch Manager, City Planner or Chief Executive Officer CC'd on the application may or may not make comment on the recommendation but must be briefed on the recommendation prior to the exercise of the decision, and must acknowledge that they have reviewed the report in writing prior to determination of the application.
13. If the application is a Level 2 or 3 Complexity, is not at risk of deemed approval (i.e. within the next five (5) business days) and providing the 'stop the clock' provisions are available for the relevant application, once the delegate is satisfied with the recommendation, they are to determine whether draft conditions may be issued for the application. If so, the assessing officer is to consult with the applicant by whatever means necessary to determine whether the applicant wishes to receive and review draft conditions for the application. If the applicant does wish to receive draft conditions for the application, they must 'stop the clock' for a period which will allow them to make comments on the draft conditions and for these comments to be reviewed by Council. This timeframe will vary depending on the particular application. In the event that there is no 'stop the clock' time remaining for the application, the draft conditions process can only occur if there will not be a detrimental impact on assessment timeframes, including a deemed approval. If at any point the draft conditions process is having a detrimental impact on the assessment timeframes, the draft conditions process is to be abandoned and the applicant is to be advised accordingly.

14. Once the delegate is satisfied with the recommendation, they are to send the assessment report to the relevant Administration Team by midday on the day the application is due to be decided for preparation of the Decision Notice.
15. The Decision Notice is to be prepared by the relevant Administration Officer and sent back to the responsible planning officer by 3pm on the day the application is due to be decided.
16. The responsible planning officer is to compile the decision material and send to the delegate for signing, with a CC to the Team Coordinator/Branch Manager/City Planner or Chief Executive Officer who was included in the original email so that they are aware that the application has been decided.
17. The delegate must check and exercise the delegation by signing the decision material. Upon signing the decision material, the delegate is to send the decision documents to the relevant Administration Team.
18. The relevant Administration Team is to then undertake the following actions:
 - The exercise of the delegation and the details of the determination is recorded in the corporate information system (Pathway).
 - The decision notice must be provided within one (1) business day of the exercise of the delegation (preferably same day) and is distributed by means of:
 - Electronic Correspondence: Where an email address has been provided the Administration Team will email the applicant and/or referral agencies (concurrence or advice) and QUU if applicable, a copy of the signed decision notice along with a full set of stamped and approved plans.
 - Hard Copy Correspondence: If an email address has not been provided a letterhead copy of the signed decision notice will be posted to the applicant. Should there be any attachments to the decision, then those attachments will also be posted.
 - A copy of the decision notice is provided to any referral agencies (concurrence or advice) and QUU if applicable.
 - Council's corporate information system (Pathway) is updated to include the following information:
 - Decision date – date delegated authority was exercised and description.
 - Decision.
 - Officer who exercised the delegated authority.
 - Record Infrastructure Contributions (if applicable).
 - All actions outlined in the recommendation must also be completed including, but not limited to:
 - Forward any other attached correspondence to the relevant officer or officers within Council for action (including the recording of memos in the corporate information system (Pathway)).
 - For development applications, make the Decision Notice, Approved Plans and the Notice About Decision publicly available in the corporate information system (Pathway) (so that the decision material can be accessed via PD

Online or equivalent).

1.4.3 General Process for Review of Applications by Committee and Determination by Full Council

If the application or request is required to be reviewed by Committee and determined by Full Council, Steps 1 to 7 of the 'General Process for Determination of Applications under Delegated Authority' are to be followed, and then the following procedure will apply:

1. The application or request is to be processed as normal in accordance with the stages and requirements of the relevant planning legislation until it reaches the start of Council's decision timeframe.
2. At this time, the relevant planning officer is to review the Committee and Council Meeting schedule to determine the most suitable Committee and Council Meeting the application or request is required to be presented at, to ensure it is decided within legislative timeframes. If the Committee and Council Meeting schedule is such that the application or request will have exceeded legislative timeframes prior to determination, the relevant planning officer is to send a letter to the applicant requesting agreement for an extension to the decision part to enable the application or request to be decided at the relevant Committee and Council Meeting. If this agreement cannot be obtained, the City Planner or Development Planning Manager is to determine whether to follow the relevant procedure to call a Special Meeting such that the application can be determined within legislative timeframes (which must always be done for any application at risk of Deemed Approval).
3. The assessing officer is to complete a draft Committee Report with a recommendation for the determination of the application or request. The Committee Report must outline the reason(s) why the application is to be reviewed by Committee and decided by Council.
4. Where the application involves a Sensitive Development Matter, the recommendation is to be reviewed by the Independent Decision Review Panel, in accordance with the 'Independent Decision review Panel Procedure'. The findings of the review are to be attached to the Committee Report.
5. The draft Committee Report is to be completed by the relevant planning officer in accordance with the 'Officer Reports for Consideration at a Committee, Board or Council Ordinary Meeting Procedure' (or equivalent), at least five (5) business days before the established deadline for the submission of Committee Reports.
6. Once the City Planner is satisfied with the report, it is to be included on the Committee Agenda.
7. Following the Council meeting where the decision on the application is adopted, the Decision Notice is to be prepared by the relevant Administration Officer and sent to the responsible planning officer.
8. The responsible planning officer is to compile the decision material and send to the relevant Team Coordinator for signing, indicating the Decision Authority as Full Council.

9. The relevant Team Coordinator or relevant Branch Manager must check and sign the decision material. Upon signing the decision material, the relevant Team Coordinator or relevant Branch Manager is to send the decision documents to the relevant Administration Team.

10. The relevant Administration Team is to then undertake the following actions:

- The details of the determination is recorded in the corporate information system (Pathway).
- The decision notice must be provided within one (1) business day of the decision material being signed (preferably same day) and is distributed by means of:
 - Electronic Correspondence: Where an email address has been provided the Administration Team will email the applicant and/or referral agencies (concurrence or advice) and QUU if applicable, a copy of the signed decision notice along with a full set of stamped and approved plans.
 - Hard Copy Correspondence: If an email address has not been provided a letterhead copy of the signed decision notice will be posted to the applicant. Should there be any attachments to the decision, then those attachments will also be posted.
- A copy of the decision notice is provided to any referral agencies (concurrence or advice) and QUU if applicable.
- Council's corporate information system (Pathway) is updated to include the following information:
 - Decision date – date delegated authority was exercised and description.
 - Decision.
 - That Council determined the application.
 - Record Infrastructure Contributions (if applicable).
- All actions outlined in the recommendation must also be completed including, but not limited to:
 - Forward any other attached correspondence to the relevant officer or officers within Council for action (including the recording of memos in the corporate information system (Pathway)).
 - For development applications, make the Decision Notice, Approved Plans and the Notice About Decision publicly available in the corporate information system (Pathway) (so that the decision material can be accessed via PD Online or equivalent).

Note: Where this procedure refers to a position to complete a particular function, that function may be fulfilled by another officer of a similar or more senior level instead, as may be appropriate for the particular circumstances.

1.5 Definitions:

Fast Track Application (also includes Fast Track Decision Stage Application) means a development application or request which fulfils all of the following criteria:

- Is a Level 1 Category;

- Must not require referral to a Concurrence Agency (but may require referral to an Advice Agency);
- Must be consistent with the planning scheme or capable of being conditioned to be consistent with the planning scheme (including following an information request) and therefore, unlikely to be recommended for refusal;
- Is a development application / request for any of the following:
 - Reconfiguring a lot – access easement, creation of up to three (3) residential lots, subdivision by lease, boundary realignment;
 - Material change of use – caretaker residential, display housing, dual occupancy, home based activity, single residential use
 - Carrying out building work not associated with a material change of use – auxiliary unit, carport/garage in a character zone, extension to a character house, any other minor extension to an existing building
 - Operational works – advertising device unless Billboard, Sky Sign, Major Entry Community Signage or for a Third Party Advertising Device
 - Extension to relevant period applications for an application which was a Level 1 complexity
 - Minor Change applications where original application was a Level 1 complexity
 - Superseded Planning Scheme Requests where the development described in the request would be a Level 1 Complexity.

IDAP Meeting means a meeting scheduled pursuant to the Integrated Development Assessment Panel (IDAP) Procedure.

Independent Decision Review Panel means a panel consisting of one or more independent expert members or other members who are selected in accordance with the related procedure.

Level 1 Category means an application or request that has been given a Level 1 rating under the Complexity Rating of Development Applications and Requests Procedure.

Level 2 Category means an application or request that has been given a Level 2 rating under the Complexity Rating of Development Applications and Requests Procedure.

Level 3 Category means an application or request that has been given a Level 3 rating under the Complexity Rating of Development Applications and Requests Procedure.

Sensitive Development Matter means a planning development application or request of a Level 2 or Level 3 Complexity, excluding building work, plumbing work or operational work applications, involving a kind specified below:

1. Development for which the applicant or land owner is:
 - (a) the Council or a commercial entity of Council, and does not relate to the provision of standard local government infrastructure and facilities such as parks (including canteens, storage sheds, lighting and other similar facilities within parks), roads, libraries, community centres or meeting rooms, art and cultural facilities (including public art),

emergency services facilities, utilities or the like.

(b) a Councillor or immediate family member;

(c) a member of the Queensland Parliament or Parliament of the Commonwealth.

2. Any development application or request which is particularly contentious, controversial, or involves a significant departure from the planning scheme, as determined by the City Planner and Chief Executive Officer such as:

(a) A development application or request that requires public notification and more than 50 properly made submissions are received objecting to the proposed development;

(b) Development which is of a Level 3 Complexity and is inconsistent with an aspect of relevant planning legislation.

Strategic Public Interest means a matter which is of strategic importance to the whole local government area, is likely to have a major impact on a significant proportion of the local government area (e.g. several suburbs).

Strategic Policy Issue means a policy matter which is likely to result in a decision precedent on a particular issue which will have a cumulative impact on a significant proportion of the local government area.

1.6 Procedure Author:

The City Planner is responsible for Maintenance of this Procedure.

Date of approval:

Title of Manager:

**THIS WILL BE FILLED IN ONCE THE PROCEDURE HAS BEEN APPROVED
BY THE DEPARTMENT HEAD BY THE CORPORATE GOVERNANCE
ADMIN TEAM**

Date to be reviewed: (two years after this procedure has been approved)



PROCEDURE

Our Values:



Collaboration



Communication



Integrity



Efficiency



Leadership

COMPLEXITY RATING OF DEVELOPMENT APPLICATIONS AND REQUESTS	Version: Document No.:
<p>1.1 Objectives: The objective of this procedure is to set out a Complexity Rating matrix for the categorisation of development applications and requests into three (3) complexity ratings. The matrix ensures the complexity rating assigned to each development application reflects the consistency of the application with the legislative framework, the scale of the application and any identified risks to Council or the community associated with the processing of the application.</p>	
<p>1.2 Regulatory Authority: Policy titled 'Framework for Development Applications and Related Activities'.</p>	
<p>1.3 Scope: This procedure relates to the categorisation of development applications and requests into three (3) levels via a complexity matrix. This procedure does not apply to building work applications (other than those triggered by the planning scheme), plumbing applications, operational work applications (other than for advertising devices) or naming requests.</p> <p>Whilst land uses may be included within alternative definitions pursuant to the Springfield Structure Plan or the Ripley Valley Development Scheme, the Responsible Officer is to determine the equivalent land use in accordance with the definitions in the Ipswich Planning Scheme.</p>	
<p>1.4 Roles, responsibilities and actions: All development applications and requests other than building work, plumbing and operational work applications but including advertising devices are to be assigned a complexity rating of Level 1, 2 or 3, which is to be recorded in Pathway against the relevant application shortly after lodgement. The complexity rating applied to the application is fundamentally important, and may be used to identify the correct decision process for the application, the position and level of the officer(s) assigned to assess the application, which IDAP meeting the application is presented at, decision making and consultation processes for the application, compliance processes for the application, etc. The complexity levels may also be used at a management level to establish application trends and future staffing requirements.</p> <p>Notwithstanding the list of applications set out for each complexity level below, the Responsible Officer has the discretion to categorise any application or request into a higher complexity level, if they feel there are adverse matters relevant to the processing of the application or request. Such matters may include complex infrastructure requirements, complex or particularly confusing development applications or site history, regional, state or federal influences which impact on assessment (e.g. EPBC matters), localised complex planning issues requiring a higher rigour of assessment (e.g. significant environmental considerations which may require specialist consultant</p>	

assessment input including, but not limited to Q Fever and Amberley Airbase issues), fringe use conflicts, site history, etc.

Further, any application or request which is not identified as Level 1, 2 or 3 below is to be categorised by the Responsible Officer having regard to an application with a comparable complexity and risk profile as the applications listed.

Where a particular development application or request includes multiple components, the Level applied to the application or request is to be based on the highest Level applicable to an individual component (i.e. if the application involves a 1 lot into 2 lot subdivision and a material change of use for a new major shopping centre, the level of the application would most likely reflect the level applicable to the shopping centre component).

Level 1 - Minor

The following list sets out applications / requests which are to be categorised as Level 1:

- Must not be Impact Assessable.
- Must not involve the construction of municipal infrastructure.
- Reconfiguring a Lot
 - Up to 5 additional lots in a Residential Zone and
 - the proposed development is not adversely impacted on by a significant development constraint overlay such as difficult topography, mining or flooding; and
 - consistent with the density requirements set out in the planning scheme for the relevant zone
 - Up to 2 additional lots in a Non-Residential Zone
 - Boundary Realignment
 - Access Easement
 - Subdivision by Lease
- Material Change of Use / Area Development Plan / PDA Plan of Development:
 - Caretaker Residential;
 - Display Housing
 - Dual Occupancy
 - Home Based Activity
 - Multiple Residential – up to 5 dwellings and not adversely impacted by a significant development constraint overlay such as mining or flooding
 - Single Residential
 - Business Use up to 200m² GFA
 - General Industry up to 200m² GFA
 - Service/Trades Use up to 200m² GFA
 - Shopping Centre up to 200m² GFA
 - General Store
 - Temporary Sales Office
 - Plant Nursery (Wholesale)
 - Entertainment Use up to 200m² GFA
 - Recreation Use (Indoor) up to 200m² GFA

- Night Court
- Park
- Animal Husbandry
- Agriculture
- Forestry
- Wine Making
- Community Use up to 200m² GFA
- Minor Utility
- Carpark (unless multi storey car park)
- Temporary Use
- Carrying out building work not associated with a Material Change of Use
- Placing an Advertising Device on Premises, unless Billboard, Sky Sign, Major Entry Community Signage or for a Third Party Advertising Device.
- Extension to Relevant Period Applications where the original application was a Level 1 or 2 Complexity
- Minor Change Applications where original application was a Level 1 Complexity and the change would not cause that application to be a Level 2 complexity
- Other Change Applications where the original application was a Level 1 Complexity and the change would not cause that application to be a Level 2 complexity
- Superseded Planning Scheme Requests where the development described in the request would be a Level 1 Complexity.

Level 2 - Moderate

The following list sets out applications / requests which are to be categorised as Level 2:

- Must not be identified as being inconsistent with the planning scheme, unless carrying out building work not associated with an MCU.
- Must not be categorised as Level 1.
- Reconfiguring a Lot
 - Up to 50 additional lots in a Residential Zone and
 - the proposed development is not adversely impacted on by a significant development constraint overlay such as difficult topography, mining or flooding; and
 - generally consistent with the density requirements set out in the planning scheme for the relevant zone; and
 - Up to 20 additional lots in a Non-Residential Zone
- Material Change of Use / Area Development Plan / PDA Plan of Development:
 - Caretaker Residential
 - Display Housing
 - Dual Occupancy
 - Home Based Activity
 - Institutional Residential – up to 50 beds
 - Multiple Residential – up to 50 dwellings
 - Temporary Accommodation – up to 50 units/sites
 - Single Residential if impact assessable

- Business Use up to 2000m² GFA or use area
- General Industry up to 2000m² GFA or use area
- Service/Trades Use up to 2000m² GFA or use area
- Shopping Centre up to 2000m² GFA
- Special Industry up to 2000m² GFA or use area
- General Store
- Temporary Sales Office
- Plant Nursery (Wholesale)
- Entertainment Use up to 2000m² GFA or use area
- Recreation Use (Indoor) up to 2000m² GFA
- Night Court
- Park
- Animal Husbandry
- Intensive Animal Husbandry
- Agriculture
- Forestry
- Wine Making
- Community Use up to 2000m² GFA or use area
- Major Utility
- Carpark if impact assessable or multi storey car park
- Temporary Use if impact assessable
- Carrying out building work not associated with a Material Change of Use if impact assessable
- Placing an Advertising Device on Premises, other than listed for Level 1 Complexity.
- Extension to Relevant Period Applications where the original application was a Level 3 Complexity
- Minor Change Application where original application was a Level 2 or 3 Complexity
- Other Change Applications where the original application was a Level 2 Complexity and the change would not cause that application to be a Level 3 complexity
- Superseded Planning Scheme Requests where the development described in the request would be a Level 2 Complexity.
- Interim Use Applications (Springfield Structure Plan)
- Applications to amend a Master Area Development Plan or Precinct Plan approval
- PDA Plan of Development Application
- Application to amend a PDA Plan of Development

Level 3 - Major

- Includes any application identified as being inconsistent with the planning scheme, other than for carrying out building work not associated with an MCU.
- Includes all Variation Requests.
- Includes all Infrastructure Agreement requests.
- Includes any application which involves a Sensitive Development Matter, Strategic Public Interest or Strategic Policy Issue.
- Reconfiguring a Lot
 - Over 50 additional lots in a Residential Zone

- Over 20 additional lots in a Non-Residential Zone
- Material Change of Use
 - Institutional Residential – over 50 beds
 - Multiple Residential – over 50 dwellings
 - Temporary Accommodation – over 50 units/sites
 - Business Use over 2000m² GFA or use area
 - General Industry up to 2000m² GFA or use area
 - Service/Trades Use up to 2000m² GFA or use area
 - Shopping Centre over 2000m² GFA
 - Special Industry over 2000m² GFA or use area
 - Entertainment Use over 2000m² GFA or use area
 - Recreation Use (Indoor) over 2000m² GFA
 - Community Use over 2000m² GFA or use area
- Other Change Applications where the original application was a Level 3 Complexity or the change would cause a Level 2 Complexity application to be a Level 3 Complexity application
- Superseded Planning Scheme Requests where the development described in the request would be a Level 3 Complexity.
- Any Conversion Application.
- Any Master Area Development Plan or Precinct Plan Application.
- Any application to amend the Springfield Town Centre Concept Plan.
- Any application for a PDA Context Plan, including any application to amend an approved PDA Context Plan
- Any application involving the approval of a new or amended PDA Infrastructure Master Plan or Overarching Site Strategy.

1.5 Definitions:

The terminology used in this procedure has the relevant definition as set out in the Planning Act, Economic Development Act, Ipswich Planning Scheme or the Ripley Valley Development Scheme.

Responsible Officer means, for the purposes of this procedure, the Team Coordinator for the assessment team responsible for the application or request (or in their absence, a senior officer within the team).

Sensitive Development Matter means a planning development application or request of a Level 2 or Level 3 Complexity, excluding building work, plumbing work or operational work applications, involving a kind specified below:

1. Development for which the applicant or land owner is:
 - (a) the Council or a commercial entity of Council, and does not relate to the provision of standard local government infrastructure and facilities such as parks (including canteens, storage sheds, lighting and other similar facilities within parks), roads, libraries, community centres or meeting rooms, art and cultural facilities (including public art), emergency services facilities, utilities or the like.

(b) a Councillor or immediate family member;

(c) a member of the Queensland Parliament or Parliament of the Commonwealth.

2. Any development application or request which is particularly contentious, controversial, or involves a significant departure from the planning scheme, as determined by the City Planner and Chief Executive Officer, such as:

(a) A development application or request that requires public notification and more than 50 properly made submissions are received objecting to the proposed development;

(b) Development which is of a Level 3 Complexity and is inconsistent with an aspect of relevant planning legislation.

Strategic Public Interest means a matter which is of strategic importance to the whole local government area, is likely to have a major impact on a significant proportion of the local government area (e.g. several suburbs).

Strategic Policy Issue means a policy matter which is likely to result in a decision precedent on a particular issue which will have a cumulative impact on a significant proportion of the local government area.

1.6 Procedure Author:

The Development Planning Manager is responsible for the maintenance of the procedure.

Date of approval:

Title of Manager:

**THIS WILL BE FILLED IN ONCE THE PROCEDURE HAS BEEN APPROVED
BY THE DEPARTMENT HEAD BY THE CORPORATE GOVERNANCE
ADMIN TEAM**

Date to be reviewed: (two years after this procedure has been approved)



PROCEDURE

Our Values:



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PROPERTY AND KERBSIDE NUMBERING	Version: Document No.:
<p>1.1 Objectives: The objective of this procedure is to ensure consistency with respect to property numbering in both rural and urban areas, and to describe the arrangements whereby Council will permit businesses and community groups to offer kerbside numbering of premises on concrete kerbing.</p>	
<p>1.2 Regulatory Authority: <i>Local Government Act 2009</i> Policy titled Framework for Development Applications and Related Activities</p>	
<p>1.3 Scope: This procedure relates to property and kerbside numbering throughout the City in both rural and urban areas.</p>	
<p>1.4 Roles, responsibilities and actions:</p>	
<p>1.4.1 Property Numbering</p>	
<p><u>Urban Areas</u></p>	
<ol style="list-style-type: none"> Only lots are to be numbered. Numbers will be allocated on the basis of odd on one side of the street and even on the other. Generally odd numbers will be on the right hand side and even numbers on the left hand side when travelling in the direction of ascending numbers. Numbers will generally commence from the end of the street in the order of development. In the case of large lengths of frontage to a street, numbers will generally be allocated on the basis of 10m frontages for possible future lots. Balance lots within subdivisions are to be given a four digit number commencing with the number "7". Corner blocks will be numbered on both frontages. In the case of corner blocks, owners are to be encouraged to display their number near the 'corner' of their property so that people looking for the number can find it easily. Dual Occupancies or Single Residential dwellings with an Auxiliary Unit should be numbered as 'Unit 1' or 'Unit 2' of the land parcel address (eg. 1/82 Smith Street and 2/82 Smith Street). Lots on Building Format Plans should be numbered as 'Unit ?' of the land parcel addresses. Aboveground land (volumetric lots) should be numbered as if it were surface land except 	

that the first digit of the four digit number is to contain the number "8".

11. Underground land should be numbered as if it were surface land except that the first digit of the four digit number is to contain the number "9".

Rural Areas

1. Numbers will be allocated on the basis of odd on one side of the street and even on the other. Generally odd numbers will be on the right hand side and even on the left hand side when travelling in the direction of ascending numbers.
2. Where roads are unnamed, the lot number of the land will be used as the street number.
3. Corner blocks are to be allocated house numbers to both streets with the actual address being determined by the property owner when required.
4. In the case of long lengths of street frontages to properties, house numbers will generally be allocated on the basis of 20m frontages for possible future lots.
5. House numbers should be allocated commencing from the end of the street first developed or from the intersection of a major road.

1.4.2 Kerbside Numbering

1. Businesses and community groups will be permitted to offer kerbside numbering of premises, providing that the group also simultaneously offers suitable numbers for the display on the premises.
2. The fee for these services must be reasonable.
3. The lettering and material types for the numerals must comply with the requirements of Council.
4. The applicant must submit an application in writing for approval by Council, setting out:
 - a. the target area;
 - b. the proposed fee;
 - c. the design and material types proposed for the numerals; and
 - d. an example of the written advice to be issued to the owner of occupier.
5. The approval period must not exceed twelve (12) months.
6. Owners or occupiers who are to be offered these services must be issued with written advice which must include statements specified in Council's approval. In this regard, this advice must clearly state that Council encourages numbers to be clearly identified on the premises. A number is easily identified if:
 - a. the numerals are a minimum of 75 mm high; and
 - b. the numerals are positioned one metre above ground level; and
 - c. the numerals are positioned at or near the alignment of the premises with the road; and
 - d. the numerals are positioned near the pedestrian access to the premises; and
 - e. there are no obstructions to visibility between the displayed house number and the road.The written advice must also state that numbers on kerbs do not satisfy this criteria. Therefore Council does not require owners to provide numbers on kerbs.

1.5 Procedure Author:

The Development Planning Manager is responsible for the review and revision of this procedure.

Date of approval:

Title of Manager:

**THIS WILL BE FILLED IN ONCE THE PROCEDURE HAS BEEN APPROVED
BY THE DEPARTMENT HEAD BY THE CORPORATE GOVERNANCE
ADMIN TEAM**

Date to be reviewed: (two years after this procedure has been approved)



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Version:

Document No: A4241192

Procedure No: PD-05

DEVELOPMENT PRE-LODGE MEETINGS PROCEDURE

1.1

1.1.1 Objective:

The objective of this procedure is to provide officers with a guide to the preparation of, attendance at and recording of development pre-lodgement meeting discussions.

Objectives:

The objective of this procedure is to provide officers with a guide to the preparation of, attendance at and recording of development pre-lodgement meeting discussions.

1.2. Regulatory Authority:

Policy titled 'Framework for Development Applications and Related Activities'.

This procedure supports the relevant delegates to exercise delegations pursuant to the *Planning Act 2016*, as a precursor to the formal lodgement and subsequent assessment of development applications. Albeit there is no statutory head of power requiring development pre-lodgement meetings to be undertaken by Council, it supports a Planning and Development Department initiative. Procedure 43/131 – Communicating and Meeting with Lobbyists is also relevant to this procedure and is required to also be adhered to when conducting development pre-lodgement meetings.

1.3. Scope:

This procedure outlines the relevant steps and actions required to be taken by Council planning and development officers when organising and conducting a development pre-lodgement meeting with both external and internal customers of Council. The procedure outlines the essential information that is required to be recorded on Council's Corporate Memory for future reference. This will provide a valuable tool when undertaking formal assessment of development applications should the enquirer/ customer choose to proceed with the formal lodgement of a development application.

1.4. Procedure Roles, responsibilities and actions:

1. Pre-lodgement Meeting Request:

When a customer seeks a development pre-lodgement meeting with Council officers,



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the following information should be provided to better inform the discussion and to ascertain essential background information prior to the meeting:

- Name of enquirer (including relationship to site and project i.e. developer or owner)
- Company
- Phone Number
- Email Address
- ~~Ascertain~~ Other attendees and their roles (i.e. is the enquirer a consultant or a Lobbyist)
- Meeting Agenda
- Brief outline of development proposal
- Electronic copy of current proposal plans and/ or project scope
- Which Council officers are required for the meeting
- What size room is required
- Who may have previous knowledge of ~~this~~ the subject site

2. Booking a Pre-lodgement Meeting Request:

It is important to ascertain the required internal meeting attendees when booking a pre-lodgement meeting. This can be determined through consultation within the relevant development planning teams and through the use of the information obtained from the enquirer. The following actions should be taken when booking a meeting:

- Arrange a suitable meeting time with all attendees and send the relevant meeting requests to all attendees and relevant meeting rooms through Outlook.
- Ensure that you have provided a copy of all submitted information to allow the relevant internal parties time to analyse the proposal and compile comments in preparation for the meeting.

Note: *When inviting internal attendees, planning officers must send a meeting invite to the team coordinator or at least one senior officer from each relevant branch. This should be based on individual cases and relevant impacts or issues and may not always require a member of each of these teams.*

3. Pre-lodgement Meeting Preparation:

Prior to the pre-lodgement meeting, the relevant officer/s should undertake a preliminary assessment of the development proposal to better inform the enquirer of the requirements of and any conflict with the Planning Scheme. This should also provide an opportunity to identify what conflict/s may require further discussion in the pre-lodgement meeting to inform the enquirer of Council's concerns. The following actions



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should also be undertaken in preparation for the meeting:

- Retrieve electronic pre-lodgement meeting notes template ~~from P&D Intranet/Forms/Pre-lodgement Meeting~~
-
- Complete preliminary information including site information, development constraints and land use definitions where possible
- Review submitted proposal plans and establish potential conflicts with the Planning Scheme and relevant site constraints
- Forward plans on to other internal attendees for review ASAP to allow sufficient time for perusal
- Review site history including the presence of a rate cap

4. Conducting Pre-lodgement Meetings:

The aim of the pre-lodgement meeting is to discuss the development proposal/s and identify any issues or conflicts with the Planning Scheme including conflicts with outcomes sought for the relevant zone, development constraints overlays (or site specific constraints), use codes or development codes. The role of the planning officer is to chair the meeting and facilitate the discussion which includes an outline of all the relevant issues and what measures may be taken by the enquirer to address these issues prior to lodgement of a development application. The following actions should also be undertaken immediately prior to and during the meeting:

- Prepare meeting room including setting up computer and projector (~~Minimum~~ minimum 15 min. prior if possible)
- Open necessary documents and corporate information systems (GIS, Pathway, Objective, etc)
- Where necessary for the scale of the meeting, meet prior with internal attendees to exchange comments and resolve conflicting issues
-
- Identify all attendees and exchange relevant contact information (~~Ascertain~~ ascertain if any external parties are Lobbyists. Procedure 43/131 - Communicating and Meeting with Lobbyists must be adhered to when conducting development pre-lodgement meetings)-
- Establish the scope and intent of the meeting and development proposal
- Identify relevant assessment benchmarks
-
- Identify land use, zoning and desired outcomes for the project (if required)
- Discuss relevant issues including planning, engineering, environmental and any other relevant issues
- Identify and discuss development constraints for the site



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- Encourage input from developer/consultant with regard to addressing issues raised
- Summarise position and key concerns with respect to the proposal at conclusion of the meetings
- Clarify any actions or follow up required as a result of the meeting.

Note: *The planning officer must discuss any potential significant or sensitive development matters with the relevant Team Coordinator ~~that require notifying the relevant Divisional Councillor and relevant Committee Chairperson as required by the relevant procedure for 'Councillor Notification of Impending Legal Action and Significant or Sensitive Development Proposals'~~. The City Planner and Development Planning Manager are also to be advised of any significant or sensitive development matters, and they will advise the CEO, Mayor or Committee Chair, if required.*

5. Finalisation of Pre-lodgement Meeting Notes:

Upon completion of the meeting, a written copy of all meeting notes taken and any notated proposal plans are required to be recorded in Council's corporate memory and information systems for future information and documentation. The relevant planning officer must finalise all written meeting notes on the electronic pre-lodgement meeting form and compile all plans, forms and any supplementary information provided by the enquirer for recording in the corporate information systems within one (1) business day of the meeting.

The key actions for final document preparation are:

- Finalise meeting notes identifying all relevant issues as well as summarising advice provided
- Ensure that all contact information for attendees is complete
- Save plans into the corporate information system (Objective)
- Forward to internal parties for review (if required) and make changes as required
- Upload meeting notes into the corporate information system (Objective)
- Advise Team Co-ordinator, Development Planning Manager and City Planner of any significant or sensitive matters

Note: *It is not appropriate to provide external customers with copies of the finalised pre-lodgement meeting notes. These are for internal use only however, at the request of an external customer Council officers can verify the content of meeting notes prepared by the customer/consultant. This provides Council officers an opportunity to ensure that the customer/consultant has understood the advice given and matters raised.*

6. Record of Pre-lodgement Meeting (Administration Staff):



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Upon completion of the meeting, the relevant planning officer must send a 'Record of Pre-lodgement Meeting' email to the Administration Team for data entry into the Pathway register. The key Pathway actions for the Administration Team are:

- Register Entry Maintenance
- P&D Pre-lodgement Meetings
- Select New
- Input Data from the planning officer's 'Record of Pre-lodgement Meeting' email Select OK

Note: A new register entry is to be created for each pre-lodgement meeting.

7. Development Application Lodgement:

Upon receipt of a development application Administration Officers must check the history of the property for Pre-lodgement Meeting Notes. These notes must be indexed against the new application in the corporate information system following lodgement. The relevant assessment officer should consider the pre-lodgement meeting notes when undertaking an initial assessment of the application. The key actions are:

- Application received
- Application lodged into the corporate information system
- Administration Officers check property address to determine if a pre-lodgement meeting was undertaken
- If yes, link the pre-lodgement meeting notes to the application in the corporate information system (Objective).

1.5 Definitions:

- Corporate Information Management Systems – The software used by Council for the creation and maintenance of documentation identified as 'Corporate Memory'. These include Objective and Pathway as defined herein.
- IDAP – Integrated Development Assessment Panel
- Objective - Council's electronic document and records management system used to receive record, search and maintain corporate information. An Objective task is a way of forwarding documentation electronically to a person(s) or group within the organisation.
- Pathway - Pathway is Council's Application Management System. It is used for general enquiries and maintenance to properties, customers and applications. Applications are also lodged using this system.



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- Rate Cap – A limit applied to any increase in rates of a particular property to a predetermined percentage pursuant to the Local Government (Finance, Plans and Reporting) Regulation 2010.

8. 1.6 Flowchart:

The procedure is represented in the attached flow chart:



Prelodgement Meeting Flowchart.pdf

5. Definitions:

- IDAP – Integrated Development Assessment Panel
- Rate Cap – A limit applied to any increase in rates of a particular property to a predetermined percentage pursuant to the Local Government (Finance, Plans and Reporting) Regulation 2010.
- Corporate Information Management Systems – The software used by Council for the creation and maintenance of documentation identified as 'Corporate Memory'. These include Objective and Pathway as defined herein.
- Objective – Council's electronic document and records management system used to receive record, search and maintain corporate information. An Objective task is a way of forwarding documentation electronically to a person(s) or group within the organisation.
- Pathway – Pathway is Council's Application Management System. It is used for general enquiries and maintenance to properties, customers and applications. Applications are also lodged using this system.

61.7. Procedure Review and Revision:

The Development Planning Manager is responsible for the review and revision of this procedure.

Date of approval: 30 June 2017

Title of Manager: City Planner

Date to be reviewed: 30 June 2019



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INTEGRATED-INITIAL DEVELOPMENT ASSESSMENT PANEL (IDAP) PROCEDURE

Version:

Document No: A4241153

Procedure No: PD-04

1.1. Objective:

This procedure has been developed in order to provide guidance for the operation of the **Integrated-Initial** Development Assessment Panel (IDAP) convened to discuss the preliminary assessment of new development applications for planning scheme approval.

1.2. Regulatory Authority:

Policy titled 'Framework for Development Applications and Related Activities'

~~This procedure supports the relevant delegates to exercise delegations pursuant to the relevant Queensland planning legislation, as a precursory scoping, synthesis and evaluation process of new lodgements. Albeit there is no statutory head of power requiring IDAP meetings to be undertaken by Council, it supports a Planning and Development Department initiative.~~

1.3. Scope:

The **InitialIntegrated** Development Assessment Panel (IDAP) provides for the coordination and preliminary assessment of development applications and proposals between the various departments and disciplines within Ipswich City Council. It is further intended to foster preliminary synthesis and evaluation of applications and promote discussion and initial analysis of proposals to identify and discuss issues associated with development applications and articulate necessary internal referrals to occur during the formal assessment of a development application pursuant to the relevant Queensland planning legislation. This procedure applies to any development application or request which is lodged into Pathway and assigned a Complexity in accordance with the 'Complexity Rating of Development Applications and Requests Procedure', other than Fast Track Applications.

1.4. Procedure Roles, responsibilities and actions:

The following steps outline the process for the conduct of IDAP meetings:

Page 1 of 7



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1. Upon lodgement of a development application, the Administration Team is to forward an email to the Development Team Coordinator (or Senior Planner / Principal Planner in their absence) of the respective development assessment team assigns seeking preliminary lodgement details. The Development Team Coordinator (or Senior Planner / Principal Planner in their absence) is to respond to the email by assigning an assessment officer, a complexity rating to the development application (in accordance with the 'Complexity Rating of Development Applications and Requests Procedure') which categorises it as being either 'Major' or 'Minor' and makes a determination as to whether the application should is to be assessed as a fast track application. This information is then provided by the Team Coordinator to the Administration Team as soon as practicalFast Track Application.
2. Upon being advised of the specifics listed in point 1, the Administration Team updates the corporate Pathway system by inserting the assessment officer as the responsible officer, starting the IDAP task for all non-~~fast track applications~~Fast Track Applications and ~~starting and completing the~~ensuring there is no IDAP task for all ~~fast track applications~~Fast Track Applications.
3. An agenda is populated by the corporate Pathway system based on application lodgements at set times for applications ~~whose where the~~ IDAP task has been started but not completed. The agenda comprises ~~of 'Major'~~ applications lodged within the previous week for Tuesday's IDAP meeting (Level 2 and 3 Category Applications), and 'Minor' applications lodged within the previous week for Thursday's IDAP meeting (Level 1 Category Applications). As the IDAP task ~~has been completed~~does not exist for all ~~fast track applications~~Fast Track Applications, these do not appear on an IDAP agenda.
4. The agenda for the relevant meetings is automatically distributed via email at 7:30AM on the day of the meeting to the following officers:
 - City Planner
 - ~~All officers in the Planning and~~ Development DepartmentPlanning Manager
 - ~~Development Planning Branch (all)~~
 -
 - Nominated individuals from ~~the Engineering and Environment Branch~~other Council Departments
 - ~~Nominated individuals from the Building and Plumbing Branch~~
 - ~~Nominated individuals from the Strategic Planning Branch~~
 - ~~Nominated individuals from the Health, Security and Regulatory Services Department~~
 - ~~Nominated individuals from the Economic, Development and Marketing Department~~
 - ~~Planning Officer (Open Space)~~



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- ~~Principal Officer (Natural Resources)~~
- Queensland Urban Utilities
- ~~Department of Infrastructure, Local Government and Planning~~ (State Assessment and Referral Agency – Ipswich branch)

Other Officers may also be involved in the meeting on an as needs basis, as-to-be determined by the City Planner or Development Planning Manager.

5. The Administration Team set up the meeting room including any information systems prior to 9AM on the day of the relevant IDAP meeting.
6. The meeting is chaired by the City Planner / Development Planning Manager / Development Team Coordinators / Principal Planner / Senior Planners as appropriate. The ~~chairperson-attendees are~~is to ensure that the meeting is concise, efficient and limited to matters relevant to the agenda. Invitees may attend only part of the meeting relevant to their role.
7. Prior to the IDAP meeting, development planning staff are to commence an initial development appraisal in order to present the application and any relevant supporting material at the IDAP meeting.
8. The applications listed on the agenda are to be presented by the development planning staff. At this time, planning staff make notes of any relevant issues on the ~~initial-Initial development-Development appraisal-Appraisal sheet-Sheet~~ including notation of referrals to Planning and Development Department ~~Staff-officers~~ and other ~~ICG-Council~~ departments. The presentation and the discussion should focus on the significant matters relevant to the application, including but not limited to:
 - a. A summary of the proposal and the history of the site or development including a basic understanding of prelodgement discussions;
 - b. The appropriateness of the proposal and consideration of approval / refusal;
 - c. Major technical issues that have or have not been resolved and the necessary steps for resolution;
 - d. Areas of focus for assessment including other Branches within the Planning and Development Department or other Departments;
 - 8.e. The need for technical reports from relevant specialists, or the ability to impose standardised conditions or information request items.
9. Any other significant matters including pre-lodgement meetings or significant enquiries from the previous week may also be discussed prior to the close of the meeting in order to obtain feedback from other attendees.



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10. At the relevant IDAP meeting, the City Planner or Development Planning Manager is to determine whether the scale, scope, nature and sensitivity of the application or request may warrant a Council decision, whether the application may involve a matter of Strategic Public Interest or a Strategic Policy Issue, or whether the application includes a Sensitive Development Matter. If either of these determinations are made, the responsible planning officer is to include this information on the IDAP notes. Subsequent to the meeting, the City Planner or Development Planning Manager is to consult with the Chief Executive Officer to confirm agreement, and if the Chief Executive Officer and the City Planner makes this determination, the application is to be reviewed by Committee and decided by Full Council (refer 'General Process for Review of Applications by Committee and Determination by Full Council'). The Chief Executive Officer, City Planner, Development Planning Manager or relevant Team Coordinator is to notify the Mayor and Councillors following the meeting if either of these determinations are made.

10-11. Once the meeting is ~~closed~~ finished, a list of all the applications presented at the meeting including confirmation of the nominated responsible officer is to be provided to the Administration Team. The responsible officer is updated (where necessary) in the application details of the corporate pathway information system by the Administration Team and the IDAP task is completed.

11-12. As soon as practical after the ~~close-end~~ of the meeting, the planning officer must complete the initial development appraisal sheet and provide this to the Administration Team. The planning officer or Administration Team is to electronically distribute the application to nominated referral officers as nominated at IDAP.

12-13. The ~~responsible planning~~ officer must give consideration to the recorded IDAP comments in the assessment and determination of the application. If there are significant complexities or matters of interest, an application may be taken to IDAP multiple times.

1.5. Definitions:

Fast Track Application (also includes Fast Track Decision Stage Application) means a development application or request which fulfils all of the following criteria:

- Is a Level 1 Category;
- Must not require referral to a Concurrence Agency (but may require referral to an Advice Agency);
- Must be consistent with the planning scheme or capable of being conditioned to be consistent with the planning scheme (including following an information request) and therefore, unlikely to be recommended for refusal;
- Is a development application / request for any of the following:
 - Reconfiguring a lot – access easement, creation of up to three (3) residential lots, subdivision by lease, boundary realignment;



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- Material change of use – caretaker residential, display housing, dual occupancy, home based activity, single residential use
- Carrying out building work not associated with a material change of use – auxiliary unit, carport/garage in a character zone, extension to a character house, any other minor extension to an existing building
- Operational works – advertising device unless Billboard, Sky Sign, Major Entry Community Signage or for a Third Party Advertising Device
- Extension to relevant period applications for an application which was a Level 1 complexity
- Minor Change applications where original application was a Level 1 complexity
- Superseded Planning Scheme Requests where the development described in the request would be a Level 1 Complexity.

Initial Development Appraisal Sheet means an application checklist prepared by the Administration Team and completed by the relevant planning officer.

Initial Integrated Development Assessment Panel (IDAP) means the panel of interested parties identified in Section 1.4, clause 4 of this procedure.

Level 1 Category means an application or request that has been given a Level 1 rating under the Complexity Rating of Development Applications and Requests Procedure.

Level 2 Category means an application or request that has been given a Level 2 rating under the Complexity Rating of Development Applications and Requests Procedure.

Level 3 Category means an application or request that has been given a Level 3 rating under the Complexity Rating of Development Applications and Requests Procedure.

Sensitive Development Matter means a planning development application or request of a Level 2 or Level 3 Complexity, excluding building work, plumbing work or operational work applications, involving a kind specified below:

1. Development for which the applicant or land owner is:

- (a) the Council or a commercial entity of Council, and does not relate to the provision of standard local government infrastructure and facilities such as parks (including canteens, storage sheds, lighting and other similar facilities within parks), roads, libraries, community centres or meeting rooms, art and cultural facilities (including public art), emergency services facilities, utilities or the like.

- (b) a Councillor or immediate family member;



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(c) a member of the Queensland Parliament or Parliament of the Commonwealth.

2. Any development application or request which is particularly contentious, controversial, or involves a significant departure from the planning scheme, as determined by the City Planner and Chief Executive Officer such as:

(a) A development application or request that requires public notification and more than 50 properly made submissions are received objecting to the proposed development;

(b) Development which is of a Level 3 Complexity and is inconsistent with an aspect of relevant planning legislation.

Strategic Public Interest means a matter which is of strategic importance to the whole local government area, or is likely to have a major impact on a significant proportion of the local government area (e.g. several suburbs).

Strategic Policy Issue means a policy matter which is likely to result in a decision precedent on a particular issue which will have a cumulative impact on a significant proportion of the local government area.

- **Integrated Development Assessment Panel (IDAP):** The panel of interested parties identified in point 4 (above).
- **Initial Development Appraisal Sheet:** Application checklist prepared by the Administration Team and completed by the relevant planning officer.
- **Application Complexity Rating:** The complexity of an application assessment based on a rating on a 1-3 scale (1 being least complex and 3 being the most complex). The complexity rating is determined by the Development Team Coordinator or Senior Planner in accordance with the complexity rating matrix.
- **Major Application:** An application assigned a complexity rating of a 2 or 3.
- **Minor Application:** An application assigned a complexity rating of 1.
- **Fast Track Application:** A development application which is for a minor form of development as listed below and which is: not subject to significant development constraints; and does not attract any objections during its public notification if applicable; and is not subject to any statutory referral response requirements or conditions and does



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~~not necessitate the request for, or lodgement of, further information which requires assessment and input from internal specialists (i.e. engineering/environment).~~

~~The minor forms of development include development such as:~~

- ~~✓ single residential uses~~
- ~~✓ dual occupancies~~
- ~~✓ boundary realignments~~
- ~~✓ building setback variations within three (3) metres of the road boundary excluding single open bay car ports.~~
- ~~✓ access easements~~
- ~~✓ residential reconfigurations up to ten (10) new lots~~
- ~~✓ multiple residential uses up to ten (10) units~~
- ~~✓ small scale commercial/industrial uses~~
- ~~✓ building work not associated with a material change of use~~
- ~~✓ operational work for advertising devices~~
- ~~✓ minor alterations~~
- ~~✓ extensions to relevant periods~~
- ~~✓ change application to a fast track approval~~

1.6. Procedure Review and Revision:

~~_____~~ The Development Planning Manager is responsible for the ~~review and revision~~ maintenance of this procedure.

Date of approval: 30 June 2017

Title of Manager: City Planner

Date to be reviewed: 30 June 2019

Doc ID No: A5428193

28 March 2019

TO: ACTING CITY PLANNER

FROM: TEAM COORDINATOR (DEVELOPMENT)

RE: NAMING APPLICATION 1416/2019/NAME - MULTI-PURPOSE SPORTS HALL AND
COMMUNITY CENTRE - 134A PARKLAND DRIVE, SPRINGFIELD CENTRAL

INTRODUCTION

This is a report concerning the naming of a multi-purpose sports hall and community centre that is currently under construction by the Department of Education on Council owned land at 134A Parkland Drive, Springfield Central (Lot 1200 on SP283567). The purpose of the building is to meet the needs of the Springfield Central State High School for school purposes as well as incorporating a Council community centre facility to meet the needs of the local community.

RELATED PARTIES

Works Parks and Recreation Department, Ipswich City Council - Applicant
Ipswich City Council – Land Owner
Department of Education
Springfield Central State High School

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

A submission has been received from Mr John Bolton, Principal Officer (Sport and Recreation Programs), from Council's Works, Parks and Recreation Department to name a multi-purpose sports hall and community centre currently under construction at 134A Parkland Drive, Springfield Central.

The following names have been submitted by the applicant (in order of preference) in respect to naming of the facility:

Springfield Central Sport and Community Hall
Springfield Central Community Sports and Meeting Centre

In accordance with Council's Naming Procedure, adopted on 27 November 2018, the naming of citywide and district facilities is to be referred to the Council's Executive Leadership Team and then to the relevant Council Committee for consideration and determination.

RESOURCE IMPLICATIONS

The report is in relation to the naming only of the multi-purpose sports hall and community centre and therefore there are no resource or cost implications in relation to the recommendations in this report.

RISK MANAGEMENT IMPLICATIONS

The recommendations in the report refer to the naming of the facility only and given the level of consultation with the relevant bodies regarding the proposed name, it is considered that there are no risks associated with the approving of the recommendation.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Local Government Act 2009

COMMUNITY AND OTHER CONSULTATION

Prior to the application being made, the following stakeholder consultation was undertaken:

- (a) A project Steering Committee comprising representatives of the Springfield Central State High School, the State Government Department of Education and Council's Works, Parks and Recreation Department discussed several alternative names for the facility; and
- (b) The applicant referred the naming of the facility to Council's Arts, Social Development and Community Engagement Department for consideration given that the building will also be utilised for community events.

The names proposed as part of this application resulted from this stakeholder consultation.

In accordance with Council's Naming Procedure, the matter was referred to a meeting of Council's Executive Leadership Team on 21 March 2019. The preferred name of Springfield Central Sport and Community Hall is supported by Council's Executive Leadership Team.





CONCLUSION

The proposed names are justified by the location of the facility and the community that it intends to service as well as the intended purpose and use of the facility for both sporting and community purposes.

Both proposed names are also consistent with the assessment criteria in Council's Naming Procedure. It is recommended that the applicant's preferred name (ie. Springfield Central

Sport and Community Hall) which is supported by Council's Executive Leadership Team be approved.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Proposal Plan - Place Naming at 134A Parkland Drive, Springfield Central  
2.	Site Plan  

RECOMMENDATION

- A. That Council approve the naming of the multi-purpose sports hall and community centre at 134A Parkland Drive, Springfield Central, as outlined on the proposal plan designated "Place Naming at 134A Parkland Drive, Springfield Central", as follows:

Springfield Central Sport and Community Hall

- B. That the applicant, together with other relevant authorities and interested parties be advised of the above recommendation.

Tim Foote

TEAM COORDINATOR (DEVELOPMENT)

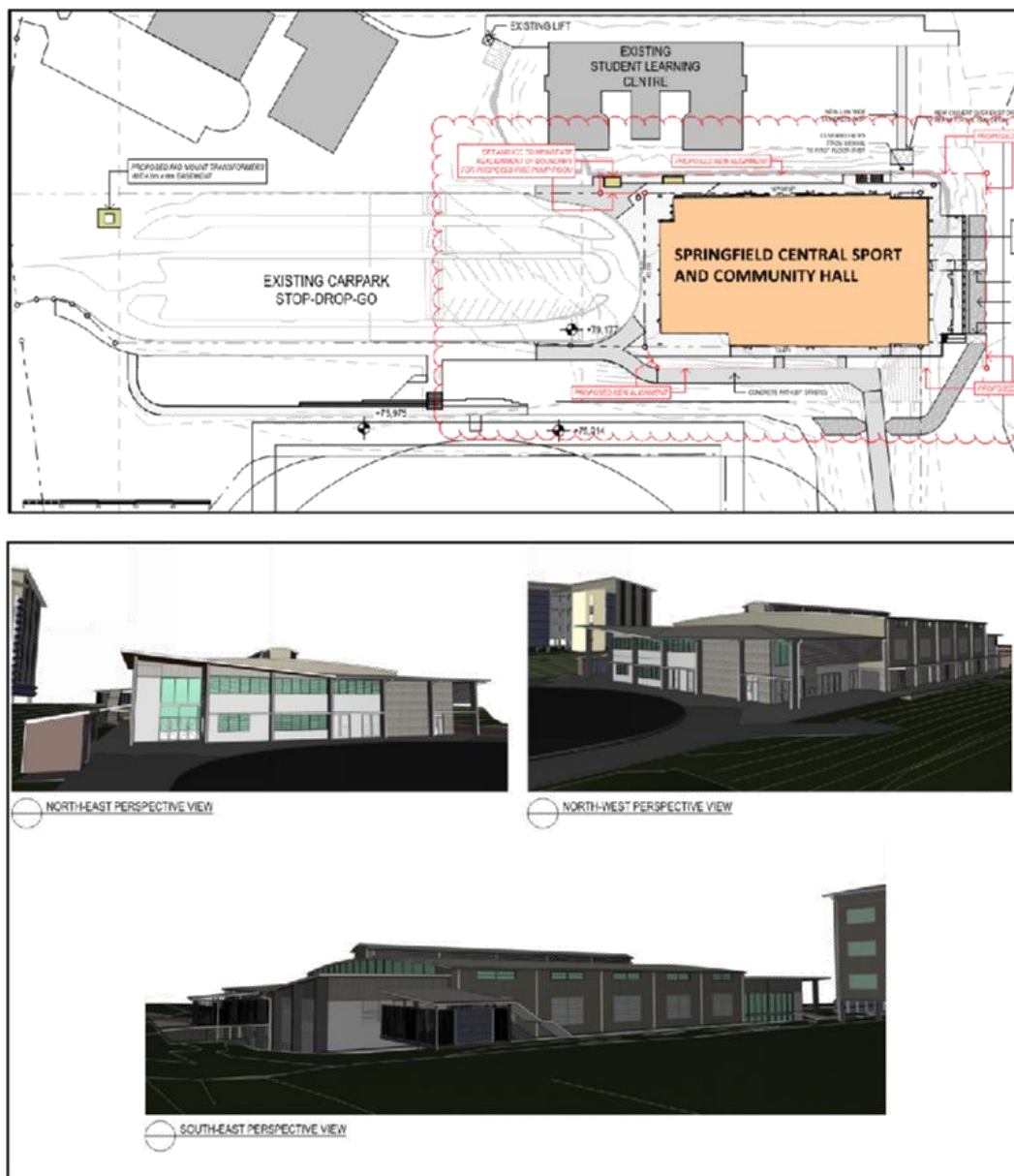
I concur with the recommendations contained in this report.

Brett Davey

ACTING CITY PLANNER

"Together, we proudly enhance the quality of life for our community"

Proposal Plan – Place Naming at 134A Parkland Drive, Springfield Central



Site Location



Doc ID No: A5437524

29 March 2019

TO: ACTING CITY PLANNER
FROM: ACTING DEVELOPMENT PLANNING MANAGER
RE: COURT ACTION STATUS REPORT

INTRODUCTION

This is a report by the Acting Development Planning Manager dated 29 March 2019 concerning the status of outstanding court actions.

RELATED PARTIES

The related parties, being the appellants associated with any court actions, are detailed in the attachment to this report.

ADVANCE IPSWICH THEME LINKAGE

Strengthening our local economy and building prosperity
Managing growth and delivering key infrastructure
Caring for our community
Caring for the environment
Listening, leading and financial management

PURPOSE OF REPORT/BACKGROUND

This report provides a status update with respect to current court actions associated with development planning related matters.

In addition to the current court actions, there is one (1) other significant matter of dispute that the Planning and Development Department is currently involved with. At Council's meeting on 13 November 2018, it was resolved to amend the Ipswich Planning Scheme (Planning Scheme Major Amendment Package 02/2018) by making amendments to Part 14 – Springfield Structure Plan. Springfield City Group has made representations to the State Government that the amendments as adopted by Council should not be approved and has suggested alternative wording regarding the rights and responsibilities of developers and land owners within the Springfield Structure Plan area.

As a consequence of this dispute, the State Government facilitated a without prejudice discussion on 28 February 2019 between Springfield City Group and Council officers. The matter was not resolved at this meeting and it was determined that a further meeting would be required. The date for the next meeting is still to be determined.

RESOURCE IMPLICATIONS

There are no resourcing or budget implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Local Government Act 2009
Planning Act 2016



COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation.

CONCLUSION

The Planning and Development Department are currently involved with a number of current court related matters. Attachment 1 to this report provides a current status with respect to these matters.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Court Action Status Report  
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RECOMMENDATION

That the report be received and the contents noted.

Tim Foote

ACTING DEVELOPMENT PLANNING MANAGER

I concur with the recommendations contained in this report.

Brett Davey

ACTING CITY PLANNER

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**Planning and Development Department
Court Action Status Report
29 March 2019**

Total Number of Appeals - 13

Note: Data is current as at close of business on the previous working day.

Planning & Environment Court - 13 Appeal/s

Appeal No: 2188 of 2017	Appeal Date: 19/6/2017	Case Name: Lipoma Pty Ltd v Ipswich City Council
Solicitor: Daniel Best		Appeal Type: Applicant Appeal
P&D Register No: 134	Application No: 682/2003/MA/B	Applicant: Thomson Geer Lawyers
Division: 6		Property: 2 The Terrace, North Ipswich 6 The Terrace, North Ipswich
Appeal Summary: This is an applicant appeal against Council's decision to refuse a permissible change request. The permissible change request which was refused by Council sought the deletion of the part of condition 5(a)(ii) of the Riverlink Approval relating to the Commercial Village Precinct that requires a QR land contribution and extended arts precinct contribution.		
Status: Without prejudice discussions ongoing.		
Appeal No: 4050 of 2017	Appeal Date: 24/10/2017	Case Name: Tocchini V Ipswich City Council
Solicitor: N/A at this time		Appeal Type: Applicant Appeal
P&D Register No: 136	Application No: 8948/2016/CA	Applicant: Mr Samuel Mark Tocchini and Mrs Danielle Clare Tocchini
Division: 10		Property: 201 Sids Dip Road, Lower Mount Walker
Appeal Summary: This is an applicant appeal against Council's decision to part refuse an application. The refusal related to a proposed Intensive Animal Husbandry - Poultry Farm and Environmentally Relevant Activity 4(2) - Poultry Farm. The appeal also relates to the conditions of the approved Reconfiguring a Lot - one (1) Lot into two (2) Lots.		
Status: Without prejudice discussions ongoing. Listed for review on 12th April 2019.		
Appeal No: 473 of 2018	Appeal Date: 9/2/2018	Case Name: HPC Urban Design & Planning Pty Ltd and Bio-Recycle Australia Pty Ltd v/s Ipswich City Council
Solicitor: N/A at this time		Appeal Type: Applicant Appeal
P&D Register No: 139	Application No: 4475/2017/MCU	Applicant: HPC Urban Design & Planning Pty Ltd
Division: 3		Property: 30 Memorial Drive, Swanbank
Appeal Summary: This is an applicant appeal against Council's decision to refuse an application. The MCU application for Special Industry (Extension to an existing Landfill for Non-Putrescible Waste) was refused on the basis of amenity impacts on to adjoining residential areas specifically Ripley Valley.		
Status: Currently being heard in court (25 March - 4 April 2019)		

Item 3 / Attachment 1.

Planning & Environment Court - 13 Appeal/s

Appeal No: 945 of 2018 **Appeal Date:** 14/3/2018 **Case Name:** Black Ink Architecture Pty Ltd v Ipswich City Council
Solicitor: N/A **Appeal Type:** Applicant Appeal
P&D Register No: 140 **Application No:** 3859/2017/MCU **Applicant:** Black Ink Architecture Pty Ltd
Division: 4 **Property:** 39 Barclay Street, Bundamba
41 Barclay Street, Bundamba
43 Barclay Street, Bundamba

Appeal Summary: This is an applicant appeal against Council's decision to refuse an application. The refusal related to a material change of use - child care centre which was recommended for refusal based on flooding, access, mining constrained land and amenity.

Status: Without prejudice discussions ongoing.

Appeal No: 1727 of 2018 **Appeal Date:** 11/5/2018 **Case Name:** C.B. Developments Australia Pty Ltd v ICC
Solicitor: N/A **Appeal Type:** Applicant Appeal
P&D Register No: 141 **Application No:** 4432/2017/RAL **Applicant:** CB Developments Pty Ltd
Division: 2 **Property:** Lot 902 Eugene Street, Bellbird Park
12-26 Eugene Street, Bellbird Park

Appeal Summary: This is an applicant appeal against Council's decision to refuse an application to reconfigure land into 333 lots plus parkland.

Status: Order given that ecological assessments are to be undertaken. Matter listed for further review on 18 April 2019.

Appeal No: 2315 of 2018 **Appeal Date:** 22/6/2018 **Case Name:** Nugrow Metro Pty Ltd v Ipswich City Council
Solicitor: Dale Ellerman from Anderssen Lawyers **Appeal Type:** Applicant Appeal
P&D Register No: 143 **Application No:** 7213/2014/MAM **Applicant:** Nugrow Metro Pty Ltd
C/A
Division: 3 **Property:** Lot 3 Unnamed Road, Swanbank

Appeal Summary: This is an applicant appeal against Council's decision to refuse a 'Minor Change' application for Special Industry (Compost and Soil Conditioner Manufacturing Facility). The application was refused on the basis that the proposed changes would result in a substantially different development, change the operation of the development from that intended and is likely to introduce new impacts or increase the severity of known impacts including but not limited to environmental nuisances (i.e. odour).

Status: Matter listed for 3 April 2019 for the issuing of final orders associated with a minor change.

Item 3 / Attachment 1.

Planning & Environment Court - 13 Appeal/s

Appeal No: 6410 of 2018 **Appeal Date:** 20/9/2018 **Case Name:** Mirvac Queensland Pty Ltd v Ipswich City Council and Home Investment Consortium Company Pty Ltd

Solicitor: N/A **Appeal Type:** Originating Application

P&D Register No: 144 **Application No:** 911/2018/ADP **Applicant:** Home Investment Consortium Company Pty Ltd

Division: 1 **Property:** 95 Southern Cross Circuit, Springfield Central

Appeal Summary: This is an originating application seeking a declaration that Council's approval of 11 April 2018 to approve an Area Development Plan is invalid and of no legal effect, or alternatively is to be set aside owing to the approval not being a minor amendment for the purposes of the Springfield Structure Plan.

Council granted an Area Development Plan approval to permit the establishment of a range of Supporting Uses in conjunction with the approved Retail Warehouse. The Supporting Uses were for the display and sale by retail of the goods as identified in the Master Area Development Plan – Toys, Fabrics, haberdashery and home décor, Craft and hobby supplies, Housewares, and Pet products.

Status: Pre call over meeting scheduled for 25 July 2019.

Appeal No: 4429/2018 **Appeal Date:** 11/12/2018 **Case Name:** Springfield Investments (Qld) Pty Ltd v Ipswich City Council

Solicitor: N/A at this time **Appeal Type:** Applicant Appeal

P&D Register No: 146 **Application No:** 7385/2018/OD **Applicant:** Springfield Investments (Qld) Pty Ltd

Division: 1 **Property:** 37-43 Springfield Parkway, Springfield

Appeal Summary: This is an applicant appeal against Council's decision to refuse an application. The refusal related to carrying out operational works for the erection of a pylon sign advertising Hungry Jack's. The grounds for refusal were primarily based around impacts to the amenity of the surrounding area and that the advertising does not relate to the premises (approved Hungry Jack's site is located at 15-17 Commercial Drive, Springfield).

Status: Without prejudice meeting held on 21 March 2019. Appellant to submit further information for consideration by 8 May 2019.

Appeal No: 4457 of 2018 **Appeal Date:** 12/12/2018 **Case Name:** Weyba3 Pty Ltd v Ipswich City Council

Solicitor: N/A at this time **Appeal Type:** Applicant Appeal

P&D Register No: 147 **Application No:** 7117/2017/CA **Applicant:** WEBYA3

Division: 2 **Property:** 45 Ascot Street, Goodna
16 Redbank Plains Road, Goodna
45A Ascot Street, Goodna

Appeal Summary: This is an applicant appeal against Council's decision to refuse an application. The refusal related to reconfiguring the subject land into 78 residential lots and a material change of use for 78 Single Residential dwellings that are non-compliant with the planning scheme provisions.

Status: Without prejudice meetings held on 5 February 2019 and 11 March 2019 to discuss issues in dispute. Without prejudice discussions ongoing.

Item 3 / Attachment 1.

Planning & Environment Court - 13 Appeal/s

Appeal No: 4567 of 2018	Appeal Date: 19/12/2018	Case Name: QLCL Member Development Fund Manager Pty Ltd v Ipswich City Council
Solicitor: N/A at this time		Appeal Type: Applicant Appeal
P&D Register No: 145	Application No: 4540/2018/RAL	Applicant: Qld Member Development Fund Manager Pty Ltd
Division: 2		Property: 6003 Unnamed Road, Bellbird Park 31-33 Morgan Street, Bellbird Park 18-20 Harris Street, Bellbird Park 6002 Unnamed Road, Bellbird Park
Appeal Summary: This is an applicant appeal against the conditions of Council's decision to approve a reconfiguring a lot development permit for the creation of 29 residential lots. The appeal relates to Council's amendments to the reconfiguration layout and fencing conditions.		
Status: Without prejudice meeting held on 1 March 2019 , without prejudice discussions ongoing.		
Appeal No: 261 of 2019	Appeal Date: 29/1/2019	Case Name: Golf Links Development Pty Ltd
Solicitor: N/A at this time		Appeal Type: Applicant Appeal
P&D Register No: 149	Application No: 6770/2018/CA	Applicant: Golf Links Land Development Pty Ltd
Division: 2		Property: 210-214 Jones Road, Bellbird Park 206-208 Jones Road, Bellbird Park 196-198 Jones Road, Bellbird Park 200-204 Jones Road, Bellbird Park
Appeal Summary: This is an applicant appeal against Council's decision to approve a reduced lot yield of 29 lots, achieving a dwelling density of 10du/ha and minimum lot size of 600m2 and conditions relating to flooding and stormwater management.		
Status: Without prejudice meeting held on 19 March 2019. Without prejudice discussions ongoing.		
Appeal No: 787/2019	Appeal Date: 6/3/2019	Case Name: Charlton Estate Pty Ltd vs ICC
Solicitor: N/A at this time		Appeal Type: Applicant Appeal
P&D Register No: 150	Application No: 5794/2018/RAL	Applicant: Charlton Estate QLD Pty Ltd
Division: 2		Property: 67-69 Oak Street, Bellbird Park 71-73 Oak Street, Bellbird Park
Appeal Summary: This is an applicant appeal against Council's decision to approve a reduced lot yield of from 23 residential lots to 17 lots to achieve a dwelling density of 10 dwellings per hectare, minimise earthworks and maintain the character of the surrounding area.		
Status: Awaiting directions		

Item 3 / Attachment 1.

Planning & Environment Court - 13 Appeal/s

Appeal No: 939 of 2019 **Appeal Date:** 19/3/2019 **Case Name:** HPC Urban Design & Planning Pty Ltd and Bio-Recycle Australia Pty Ltd v Ipswich City Council

Solicitor: Allison Ferres-MacDonald **Appeal Type:** Applicant Appeal

P&D Register No: 152 **Application No:** 5601/2004/MAM C/A **Applicant:** Bio-Recycle Australia Pty Ltd

Division: 3 **Property:** 30 Memorial Drive, Swanbank

Appeal Summary: This is an applicant appeal against Council's decision to refuse a 'Minor Change' application for a combined approval for MCU for an Environmental Recycling Park (Soil Conditioner Manufacturing and Waste Disposal Facility).

The application was refused on the basis that:

It failed to demonstrate that the proposed development is not in conflict with the Temporary Local Planning Instrument No. 1 of 2018 (Waste Activity Regulation).

It failed to demonstrate that there is a need to extend the life of the existing facility by increasing the landfill height from the approved RL75 to RL80. the proposed changes would result in a substantially different development to that which is currently permitted as they change the ability of the proposed development to operate as intended and introduce new impacts or increase the severity of known impacts including but not limited to visual and environmental nuisances.

Status: Awaiting Directions

Doc ID No: A5437301

29 March 2019

TO: ACTING CITY PLANNER
FROM: ACTING DEVELOPMENT PLANNING MANAGER
RE: EXERCISE OF DELEGATIONS REPORT

INTRODUCTION

This is a report by the Acting Development Planning Manager dated 29 March 2019 concerning applications that have been determined by delegated authority for the period 5 March 2019 to 28 March 2019.

RELATED PARTIES

There are no related parties associated with the Recommendation as the development applications have already been determined.

ADVANCE IPSWICH THEME LINKAGE

- Strengthening our local economy and building prosperity
- Managing growth and delivering key infrastructure
- Caring for our community
- Caring for the environment
- Listening, leading and financial management

PURPOSE OF REPORT/BACKGROUND

The following delegations (and associated sub-delegations) contain a requirement for the noting of applications determined by delegated authority:

- Approval of Plans for Springfield
- Determination of Development Applications, Precinct Plans, Area Development Plans and Related Matters
- Exercise the Powers of Council under the *Economic Development Act 2012*
- Implementations of the Planning and Development Program
- Exercise the Powers of Council under the *Planning Act 2016*

RESOURCE IMPLICATIONS

There are no resourcing or budget implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

Local Government Act 2009

Planning Act 2016

Economic Development Act 2012



COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation. In the event that the development applications listed in this report triggered 'impact assessment' pursuant to the Ipswich Planning Scheme, public notification was undertaken as part of the development application process in accordance with any legislative requirements and matters raised in any submissions were addressed in the respective development assessment reports.

CONCLUSION

The Planning and Development Department is responsible for the assessment and determination of development applications pursuant to the Ipswich Planning Scheme. Attachment 1 to this report provides a list of development applications that were determined by delegated authority for the period 5 March 2019 to 28 March 2019.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Exercise of Delegation Report 5 March 2019 to 28 March 2019  
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RECOMMENDATION

That the report be received and the contents noted.

Tim Foote

ACTING DEVELOPMENT PLANNING MANAGER

I concur with the recommendations contained in this report.

Brett Davey

ACTING CITY PLANNER

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**Development Applications Determined by Delegated Authority
5 March 2019 to 28 March 2019**

Application No	Type	Application Details	Primary Property Location
IU Interim Uses			
9025/2018/IU	IU	Earthworks - Town Centre Gully West Stage 2	7001 Sinnathamby Boulevard, Spring Mountain
Decision Date - 18/03/2019		Decision - Approved	Authority - Engineering and Environment Manager
MCU Material Change of Use			
10013/2018/MCU	MCU	Material Change of Use - Recreation Use - Indoor Recreation (Dance School)	2/1505 Warrego Highway, Blacksoil
Decision Date - 15/03/2019		Decision - Approved	Authority - Team Co-ordinator West
1005/2019/MCU	MCU	Material Change of Use Single Residential affected by a Development Constrains Overlay (Mining)	74 Kunkala Court, Rosewood
Decision Date - 22/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1015/2019/MCU	MCU	Material Change of Use - Single Residential and Carport - in a Character Zone	15A Old Toowoomba Road, One Mile
Decision Date - 14/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1114/2019/MCU	MCU	Material Change of Use - Single Residential affected by a Development Constraints Overlay (Mining)	9A Johnston Street, Silkstone
Decision Date - 6/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1230/2019/MCU	MCU	Material Change of Use - Single Residential affected by a Development Constraints Overlay (Mining)	82 Kunkala Court, Rosewood
Decision Date - 22/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1244/2019/MCU	MCU	Material Change of Use - Single Residential affected by a Development Constraints Overlay (Mining)	90 Kunkala Court, Rosewood
Decision Date - 22/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1391/2019/MCU	MCU	Material Change of Use - Single Residential (Dwelling and Auxiliary Unit)	10 Larter Street, Brassall
Decision Date - 5/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1472/2019/MCU	MCU	Material Change of Use - Single Residential with Auxiliary Unit	5 Wyeth Street, Bellbird Park
Decision Date - 28/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1473/2019/MCU	MCU	Material Change of Use - Single Residential with Auxiliary Unit	7 Kerr Court, Bellbird Park
Decision Date - 28/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1478/2019/MCU	MCU	Material Change of Use - Single Residential with Auxiliary Unit	8 McGreevy Place, Bellbird Park
Decision Date - 20/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1522/2019/MCU	MCU	Material Change of Use - Single Residential Dwelling in a Special Opportunity Zone	76 Brentwood Drive, Ebbw Vale
Decision Date - 18/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1782/2019/MCU	MCU	Material Change of Use - Single Residential (Dwelling and Auxiliary Unit)	10 Wyeth Street, Bellbird Park
Decision Date - 25/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1989/2019/MCU	MCU	Material Change of Use - Single Residential and Auxiliary Unit	5 Endeavour Street, Brassall

Item 4 / Attachment 1.

Application No	Type	Application Details	Primary Property Location
Decision Date - 21/03/2019		Decision - Approved	Authority - Senior Planner (Development)
433/2019/MCU	MCU	Material Change of Use – Auxiliary Unit	5 Matthias Way, Leichhardt
Decision Date - 12/03/2019		Decision - Approved	Authority - Senior Planner (Development)
5131/2018/MCU	MCU	Material Change of Use - Business Use (Farm Supply Store)	97 Lobb Street, Churchill
Decision Date - 15/03/2019		Decision - Approved	Authority - Team Co-ordinator West
6732/2018/MCU	MCU	Material Change of Use - Single Residential and Auxiliary Unit affected by a Development Constraint Overlay (Urban Catchment Flow Path)	5 Green Street, Booval
Decision Date - 13/03/2019		Decision - Approved	Authority - Senior Planner (Development)
706/2019/MCU	MCU	Material Change of Use - Dual Occupancy	17 Kerr Court, Bellbird Park
Decision Date - 19/03/2019		Decision - Approved	Authority - Acting Team Co-ordinator East
7614/2018/MCU	MCU	Material Change of Use - Major Utility - Data Centre	7001 Hoepner Road, Bundamba
Decision Date - 26/03/2019		Decision - Approved - Negotiated Decision Approved	Authority - Senior Planner (Development)
8028/2018/MCU	MCU	Material Change of Use - General Industry (Vehicle Towing and Holding Yard)	97A Lobb Street, Churchill
Decision Date - 6/03/2019		Decision - Approved	Authority - Team Co-ordinator West
8460/2018/MCU	MCU	Material Change of Use – Single Residential and Auxiliary Unit affected by overland flow overlay	34 Bergin Street, Booval
Decision Date - 13/03/2019		Decision - Approved	Authority - Senior Planner (Development)
9523/2018/MCU	MCU	Material Change of Use - Business Use (Produce/Craft Market), Community Use (Community Hall, Meeting Rooms), Entertainment Use (Club, Dance Hall, Exhibition, Theatre and Trade Fair) & Recreation Use (Indoor Recreation) - Expansions and Renovations to the Ipswich Showgrounds	81 Warwick Road, Ipswich
Decision Date - 20/03/2019		Decision - Approved	Authority - Team Co-ordinator West
MAMC Modification-Change Application Minor			
1561/2014/MAMC/A	MAMC	Minor Change - Reconfiguring a Lot (One (1) Lot into Eighteen (18) Lots)	123 Workshops Street, Brassall
Decision Date - 26/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1607/2016/MAMC/A	MAMC	Minor Change - RAL - One (1) Lot into Nineteen (19) Lots plus Drainage Reserve MCU - Single Residential within a Development Constraints Overlay (Mining) 13 lots	11 Henderson Street, Redbank
Decision Date - 15/03/2019		Decision - Approved	Authority - Team Co-ordinator Central
1824/2017/MAMC/A	MAMC	Minor Change - Special Industry (Heavy Machinery Restoration)	27 Antimony Street, Carole Park
Decision Date - 14/03/2019		Decision - Approved	Authority - Senior Planner (Development)
3105/2016/MAMC/C	MAMC	Minor Change - Reconfiguring a Lot - Three (3) Lots into Eighty-two (82) residential lots plus Four (4) Balance lots, one (1) park lot and new roads.	673-675 Karrabin Rosewood Road, Walloon
Decision Date - 21/03/2019		Decision - Approved	Authority - Team Co-ordinator West
4078/2016/MAMC/A	MAMC	Minor Change - MCU - Community Use (Child care Centre) RAL - Boundary Realignment Two (2) lots into two (2) lots	5 Perseverance Street, Chuwar
Decision Date - 28/03/2019		Decision - Approved	Authority - Senior Planner (Development)
6410/2016/MAMC/A	MAMC	Minor Change - Shopping Centre and Recreation Uses (Gymnasium)	492 Warwick Road, Yamanto
Decision Date - 21/03/2019		Decision - Approved	Authority - Team Co-ordinator West

Item 4 / Attachment 1.

Application No	Type	Application Details	Primary Property Location
6413/2018/MAMC/A	MAMC	Minor Change - Material Change of Use - Single Residential (123 Dwelling Houses in Accordance with a Building Setback Plan)	35-53 Bognuda Street, Bundamba
	Decision Date - 5/03/2019	Decision - Approved	Authority - Senior Planner (Development)
6421/2017/MAMC/A	MAMC	Minor Change - Material Change of Use - Undefined Use (Costco Wholesale Warehouse and Service Station) Operational Works - Advertising Devices (five (5) wall signs, four (4) awning fascia signs and one (1) pylon sign) Operational Works - Roadworks, Stormwater, Landscaping, Signage and Car Park Design	1 Wood Street, Bundamba
	Decision Date - 25/03/2019	Decision - Approved	Authority - Team Co-ordinator Central
7147/2014/MAMC/A	MAMC	Minor Change - Recreation Use	323 Brisbane Street, West Ipswich
	Decision Date - 8/03/2019	Decision - Approved	Authority - Team Co-ordinator Central
7924/2009/MAMC/B	MAMC	Minor Change - Four (4) lots Into One Hundred and Seventy-two (172) Lots plus parkland and two (2) drainage reserves. - (Stages 7-10 of Six Mile Creek Estate)One (1) Lot into Fifty-three (53) lots plus drainage reserve (Stage 10b of Six Mile Creek Estate)	7004 Collingwood Drive, Collingwood Park
	Decision Date - 15/03/2019	Decision - Approved	Authority - Senior Planner (Development)
8797/2016/MAMC/A	MAMC	Minor Change - Advertising Device	16 East Street, Ipswich
	Decision Date - 21/03/2019	Decision - Approved	Authority - Team Co-ordinator Central
8930/2017/MAMC/A	MAMC	Minor Change - Reconfiguring a Lot - One (1) Lot into Twenty-Seven (27) Lots Material Change of Use – Single Residential affected by a Development Constraints Overlay (Mining)	9 Henderson Street, Redbank
	Decision Date - 15/03/2019	Decision - Approved	Authority - Team Co-ordinator Central
9558/2017/MAMC/A	MAMC	Minor Change - Reconfiguring a Lot - One (1) Lot into Two (2) Lots	5 Leigh Court, Redbank Plains
	Decision Date - 15/03/2019	Decision - Approved	Authority - Senior Planner (Development)
MAEXT Modification-Extension Application			
1604/2011/MAEXT/A	MAEXT	Extension Application - Reconfiguring a Lot - One (1) Lot into Eight (8) Lots	10 Rarma Street, Brassall
	Decision Date - 18/03/2019	Decision - Approved	Authority - Senior Planner (Development)
2075/2017/MAEXT/A	MAEXT	Extension to Currency Period Application - One (1) Lot into Four (4) Lots	24-30 Meier Road, Camira
	Decision Date - 26/03/2019	Decision - Approved	Authority - Acting Team Co-ordinator East
3369/2014/MAEXT/A	MAEXT	Extension Application - One (1) Lot into Three (3) Lots and 2 Balance Lots and New Road	802-840 Redbank Plains Road, Swanbank
	Decision Date - 7/03/2019	Decision - Approved	Authority - Senior Planner (Development)
3625/2011/MAEXT/A	MAEXT	Extension Application - Caretaker Residential and Animal Husbandry - Smart eDA	66-108 Ipswich Rosewood Road, Amberley
	Decision Date - 25/03/2019	Decision - Approved	Authority - Senior Planner (Development)
OW Operational Works			
10077/2018/OW	OW	Landscaping - Greenwood Village Stages 5 and 6	7001 Baird Circuit, Redbank Plains
	Decision Date - 26/03/2019	Decision - Approved	Authority - Team Co-ordinator Engineering

Item 4 / Attachment 1.

Application No	Type	Application Details	Primary Property Location
10121/2018/OW	OW	Landscaping - Springfield Rise at Spring Mountain Village 11 Stages 1, 2, 3, 4 and 11	7002 Grande Avenue, Spring Mountain
		Decision Date - 26/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
10142/2018/OW	OW	Landscaping	82 Keidges Road, Augustine Heights
		Decision Date - 22/03/2019 Decision - Approved	Authority - Acting Team Co-ordinator Engineering
10160/2018/OW	OW	Rate 3 Streetlighting - Hayfield Estate Stages 1 and 2	352-396 Ripley Road, Ripley
		Decision Date - 6/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
10200/2018/OW	OW	Rate 3 Streetlighting - Woodlinks Stage 15	7001 Collingwood Drive, Collingwood Park
		Decision Date - 12/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
205/2019/OW	OW	Landscaping	209A Westphalen Drive, Riverview
		Decision Date - 6/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
378/2019/OW	OW	Landscaping - Kalina Springfield Panorama Park	7001 Panorama Drive, Springfield
		Decision Date - 26/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
6932/2018/OW	OW	Earthworks associated with a Landfill Operation (Cell 3A)	100 Chum Street, New Chum
		Decision Date - 11/03/2019 Decision - Approved - Negotiated Decision Approved	Authority - Team Co-ordinator Engineering
8859/2017/OW	OW	Road Work, Stormwater and Clearing Vegetation	158 Eric Street, Goodna
		Decision Date - 20/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
8914/2018/OW	OW	Landscaping - Mt Juillerat Drive Phases 2B and 3	7001 Sunbird Drive, Redbank Plains
		Decision Date - 22/03/2019 Decision - Approved	Authority - Acting Team Co-ordinator Engineering
8999/2018/OW	OW	Road Work, Stormwater, Drainage Work, Earthworks and Signage	7001 Rohl Road, Walloon
		Decision Date - 6/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
9488/2018/OW	OW	Earthworks	14 Mary Street, Blackstone
		Decision Date - 6/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
9571/2018/OW	OW	Streetscaping - Kalina Stages 1 to 3	7001 Panorama Drive, Springfield
		Decision Date - 11/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
9588/2018/OW	OW	Landscaping - Kalina Stage 4	7001 Panorama Drive, Springfield
		Decision Date - 22/03/2019 Decision - Approved	Authority - Acting Team Co-ordinator Engineering
9643/2018/OW	OW	Stormwater and Earthworks	100 Hoepner Road, Bundamba
		Decision Date - 6/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
9710/2018/OW	OW	Landscaping - Collingwood Park Estate Stage 11	7001 Isabella Street, Collingwood Park
		Decision Date - 11/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
9993/2018/OW	OW	Landscaping - Springfield Rise at Spring Mountain Village 11 Stages 5, 6, 8, 9 and 10	7002 Grande Avenue, Spring Mountain
		Decision Date - 15/03/2019 Decision - Approved	Authority - Team Co-ordinator Engineering
OD Other Development			
10043/2018/OD	OD	Carrying out building work not associated with a material change of use - Extension to a Single Residential in a Character Zone (Raise and Build in, Rear Deck, Single Carport and Double Garage)	10 Williams Street East, Woodend
		Decision Date - 26/03/2019 Decision - Approved	Authority - Senior Planner (Development)
1246/2019/OD	OD	Carrying out Operational Works - Two (2) Advertising Structures	2 Kippen Close, Spring Mountain

Printed 29 March 2019

Page 4 of 8

Item 4 / Attachment 1.

Application No	Type	Application Details	Primary Property Location
Decision Date - 14/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1255/2019/OD	OD	Carrying out building work not associated with a MCU - Extension to a Single Residential in a Character Zone	5 Ferguson Street, North Ipswich
Decision Date - 28/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1806/2019/OD	OD	Carrying out building work not associated with a material change of use - Carpo in a Character Zone	15 Cardew Street, East Ipswich
Decision Date - 26/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1810/2019/OD	OD	Advertising Devices - One (1) Wall Sign and Directional Signage	53 Springfield Parkway, Springfield
Decision Date - 27/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1857/2019/OD	OD	Carrying out building work not associated with a material change of use - Carpc Associated with an Auxiliary Unit	13 Larsen Street, Leichhardt
Decision Date - 15/03/2019		Decision - Approved	Authority - Senior Planner (Development)
6351/2018/OD	OD	Advertising Device - One (1) Pylon Sign	10 Dublin Avenue, Spring Mountain
Decision Date - 28/03/2019		Decision - Refused	Authority - Acting Team Co-ordinator East
9382/2018/OD	OD	Carrying out building work not associated with a material change of use - Carpo in a Character Zone	4 Ferguson Street, North Ipswich
Decision Date - 8/03/2019		Decision - Approved	Authority - Senior Planner (Development)
MAPDA PDA Amendment Application			
9140/2016/MAPDA/BMAPDA		PDA Amendment Application - Reconfiguration of a Lot with a Plan of Development (POD) - 1 Lot into 506 Lots plus Parks, Drainage Reserve and Ne Roads	622 Ripley Road, Ripley
Decision Date - 6/03/2019		Decision - Approved	Authority - Senior Planner (Development)
RAL Reconfiguring a Lot			
1225/2019/RAL	RAL	Reconfiguring a Lot - Boundary Realignment (Two (2) Lots into Two (2) Lots)	24-62 North High Street, Brassall
Decision Date - 18/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1288/2019/RAL	RAL	Reconfiguring A Lot - One (1) Lot into Two (2) Lots	17 Challinor Street, Sadliers Crossing
Decision Date - 19/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1614/2019/RAL	RAL	Reconfiguring a Lot - One (1) Lot into Two (2) Lots	34 Bognuda Street, Bundamba
Decision Date - 22/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1725/2019/RAL	RAL	Reconfiguring a Lot - One (1) lot into Two (2) lots plus new road	18 Clay Street, Ipswich
Decision Date - 14/03/2019		Decision - Approved	Authority - Team Co-ordinator Central
4333/2018/RAL	RAL	Reconfiguring a lot - One (1) lot into Seven (7) lots plus new road	115 Johnston Street, Bellbird Park
Decision Date - 25/03/2019		Decision - Approved	Authority - Acting Team Co-ordinator East
487/2019/RAL	RAL	Reconfiguring a Lot - One (1) Lot into Two (2) Lots	57-59 Fawcner Crescent, Barellan Point
Decision Date - 5/03/2019		Decision - Approved	Authority - Senior Planner (Development)
5040/2018/RAL	RAL	One (1) Lot into Seven (7) Lots	46 Windle Road, Brassall
Decision Date - 22/03/2019		Decision - Approved - Negotiated Decision Approved	Authority - Senior Planner (Development)
6271/2018/RAL	RAL	Reconfiguring a Lot - One (1) Lot into Thirty Five (35) Lots plus Access Easements and Drainage Reserve	21-25 North High Street, Brassall

Item 4 / Attachment 1.

Application No	Type	Application Details	Primary Property Location
Decision Date - 11/03/2019	Decision - Approved	Negotiated Decision Approved	Authority - Team Co-ordinator Central
7749/2018/RAL	RAL	Reconfiguring a Lot - One (1) Lot into Thirty Eight (38) Lots plus Drainage Reserve and Park	197A Pine Mountain Road, Brassall
Decision Date - 21/03/2019	Decision - Approved		Authority - Team Co-ordinator Central
8934/2018/RAL	RAL	Reconfiguring a Lot - Boundary Realignment - Two (2) Lots into Two (2) Lots	37 Southern Amberley Road, Amberley
Decision Date - 26/03/2019	Decision - Approved		Authority - Senior Planner (Development)
954/2019/RAL	RAL	Reconfiguring a Lot - One (1) Lot into Two (2) Lots	20A Workshops Street, Brassall
Decision Date - 12/03/2019	Decision - Approved		Authority - Senior Planner (Development)
NAME Road/Place/Park/Bridge Naming			
4280/2015/NAME/A	NAME	Road Naming - Woodlinks Village Stages 15-28	7001 Collingwood Drive, Collingwood Park
Decision Date - 26/03/2019	Decision - Approved		Authority - Team Co-ordinator Technical Support
4615/2017/NAME/A	NAME	Road Naming - Brookwater Dress Circle Stages 1 and 2	7001 Brookwater Drive, Brookwater
Decision Date - 13/03/2019	Decision - Approved		Authority - Team Co-ordinator Development Compliance
SSP Signing of Subdivision Plan			
2145/2018/SSP	SSP	Lots 1 - 5 on SP296322	17 Alexandra Street, Booval
Decision Date - 21/03/2019	Decision - Approved		Authority - Senior Development Planning Compliance Offic
2407/2005/SSP/A	SSP	Lots 1-8 and 101 on SP303241	141 Workshops Street, Brassall
Decision Date - 19/03/2019	Decision - Approved		Authority - Team Co-ordinator Development Compliance
2845/2018/SSP/A	SSP	Lots 102 and 301 on SP306557	6 Hoopers Road, Mount Marrow
Decision Date - 7/03/2019	Decision - Approved		Authority - Senior Development Planning Compliance Offic
3377/2018/SSP/A	SSP	Lots 1 and 2 on SP307647	44 Queen Street, Blackstone
Decision Date - 20/03/2019	Decision - Approved		Authority - Senior Development Planning Compliance Offic
3397/2017/SSP/B	SSP	Lots 7, 1650-1758, 4005-4007, 4018, 4100, 9015 & 9016 on SP304382	7001 Sinnathamby Boulevard, Spring Mountain
Decision Date - 6/03/2019	Decision - Approved		Authority - Senior Development Planning Compliance Offic
3814/2018/SSP/A	SSP	Lots 1 - 3 on SP304383	30-32 Kertes Road, Camira
Decision Date - 11/03/2019	Decision - Approved		Authority - Senior Development Planning Compliance Offic
4542/2017/SSP/A	SSP	Lots 22 & 26 on SP304140	22-26 Phillip Crescent, Barellan Point
Decision Date - 8/03/2019	Decision - Approved		Authority - Team Co-ordinator Development Compliance
5610/2018/SSP/A	SSP	Lots 22 & 26 on SP304146	22 Russell Street, Silkstone
Decision Date - 6/03/2019	Decision - Approved		Authority - Team Co-ordinator Development Compliance
5726/2016/SSP/C	SSP	Lots 25-78 on SP303662	7001 Essex Street, Karalee
Decision Date - 19/03/2019	Decision - Approved		Authority - Senior Development Planning Compliance Offic
5836/2018/SSP	SSP	Lots 1 & 2 on SP304257	10-12 Waterford Road, Gales
Decision Date - 18/03/2019	Decision - Approved		Authority - Senior Development Planning Compliance Offic
5960/2018/SSP/A	SSP	Lot 1 & 2 on SP225440	640-662 Ipswich Rosewood Road, Jeebropilly
Decision Date - 25/03/2019	Decision - Approved		Authority - Team Co-ordinator Technical Support
6162/2017/SSP/C	SSP	Lots 2500 - 2636 & 9017 on SP297534	7003 Grande Avenue, Spring Mountain
Decision Date - 13/03/2019	Decision - Approved		Authority - Senior Development Planning Compliance Offic

Item 4 / Attachment 1.

Application No	Type	Application Details	Primary Property Location
703/2016/SSP/A	SSP	Lot 900 on SP296729 Lots 503, 504, 1348 - 1377 and 1372 on SP303143 Lots 504, 1378-1389 and 1391-1400 on SP303144 Lots 504, 1401-1437 on SP303145 Lots 1438-1468, 1470-1485 on SP303146 Lots 501 and 9010 on SP307964	7000 Jones Road, Bellbird Park
		Decision Date - 18/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
8158/2018/SSP/A	SSP	Lots 24 & 26 on SP304385	26 Mary Street, Blackstone
		Decision Date - 22/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
8210/2009/SSP/A	SSP	Lots 900 & 905 - 907 on SP306692	82 Keidges Road, Augustine Heights
		Decision Date - 26/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
8866/2010/SSP/F	SSP	Lots 2, 3, 5, 299 on SP288490	7001 Hoepner Road, Bundamba
		Decision Date - 7/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
9279/2017/SSP/A	SSP	Lots 1, 2 & 800 SP297528	53 Springfield Parkway, Springfield
		Decision Date - 7/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
9615/2018/SSP/A	SSP	Lots 10 & 11 on SP310953	19 Greet Road, Ashwell
		Decision Date - 22/03/2019 Decision - Approved	Authority - Team Co-ordinator Development Compliance
9742/2017/SSP/A	SSP	Lots 21 & 22 on SP303345	12 Levi Street, Ripley
		Decision Date - 18/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
SSPRV Signing of Subdivision Plan (Ripley)			
1927/2019/SSPRV	SSPRV	Lot 1 & 2 on SP302332	27 Boyland Way, Ripley
		Decision Date - 20/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
1928/2019/SSPRV	SSPRV	Lots 1 & 2 on SP302352	29 Boyland Way, Ripley
		Decision Date - 26/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
1941/2019/SSPRV	SSPRV	Lots 1 & 2 on SP308878	23 Reg Grundy Street, Ripley
		Decision Date - 20/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
1942/2019/SSPRV	SSPRV	Lots 1 & 2 on SP308877	18 Foxtail Road, Ripley
		Decision Date - 20/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
40/2015/SSPRV/Q	SSPRV	Lots 7028, 9005 on SP304378 Northern Open Space P-17	7001 Centenary Highway, South Ripley
		Decision Date - 15/03/2019 Decision - Approved	Authority - Team Co-ordinator Technical Support
5793/2018/SSPRV/A	SSPRV	Lots 929-952 on SP303689	1 Mclean Street, Ripley
		Decision Date - 19/03/2019 Decision - Approved	Authority - Senior Development Planning Compliance Office
SPSR Superseded Planning Scheme Request			
1166/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	1011 Old Toowoomba Road, Leichhardt
		Decision Date - 7/03/2019 Decision - Approved	Authority - Senior Planner (Development)
1174/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	5 Matthias Way, Leichhardt
		Decision Date - 7/03/2019 Decision - Approved	Authority - Senior Planner (Development)
1287/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	50-52 Halletts Road, Redbank Plains

Item 4 / Attachment 1.

Application No	Type	Application Details	Primary Property Location
Decision Date - 13/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1620/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	7001 Swallowtail Street, Rosewood
Decision Date - 14/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1651/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	8 Dredge Circle, Brassall
Decision Date - 20/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1767/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	32 McGreevy Place, Bellbird Park
Decision Date - 15/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1905/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	10 Meiklejohn Circuit, Collingwood Park
Decision Date - 19/03/2019		Decision - Approved	Authority - Senior Planner (Development)
1980/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	2-10 Henry Street, Brassall
Decision Date - 22/03/2019		Decision - Approved	Authority - Senior Planner (Development)
2074/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	4 Mackellar Way, Walloon
Decision Date - 22/03/2019		Decision - Approved	Authority - Senior Planner (Development)
2096/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential with Auxiliary Unit	21A Thurso Street, North Booval
Decision Date - 25/03/2019		Decision - Approved	Authority - Senior Planner (Development)
637/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential Dwelling with Auxiliary Unit	10 Wyeth Street, Bellbird Park
Decision Date - 8/03/2019		Decision - Approved	Authority - Senior Planner (Development)
693/2019/SPSR	SPSR	Superseded Planning Scheme Request - Single Residential Dwelling with Auxiliary Unit	27 Ronald Court, Collingwood Park
Decision Date - 8/03/2019		Decision - Approved	Authority - Senior Planner (Development)

Doc ID No: A5431923

26 March 2019

TO: ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

FROM: PRINCIPAL OFFICER (SPORT AND RECREATION PROGRAMS)

RE: MEN'S SHED PROPOSAL AT THE ROSEWOOD SHOWGROUNDS AND
EQUESTRIAN CENTRE

INTRODUCTION

This is a report concerning the proposed provision of a Men's Shed at the Rosewood Showgrounds and Equestrian Centre.

RELATED PARTIES

- Rosewood Men's Shed Inc.
 - Chris Bishop – President
 - Karl Wesner – Secretary
 - Paul MacMonigall
 - Maynce Heuwesty
- Rosewood Show Society
 - Pat Lenihan Snr
 - Pat Lenihan Jnr
 - Kate Lenihan - Secretary
 - Mary Bryant
 - Margaret Offer
 - Shirley Branch (Rosewood QCWA)
 - Eddie Branch
- Rosewood Camp Draft

- Renea Lenihan
 - Scott Hall
- Rosewood Craft and Quilting
 - Heather Winstanley
 - Robyn MacPherson
- Rosewood Trail and Working Horse Association
 - Amanda Herschell
 - Samantha Herschell
- Rosewood Hack and Pony Club
 - Sam Hayne
 - Megan Hayne
- Lions Club of Rosewood
 - Greg Tutt - President
 - Ian Luetchford
 - Lyall McEwin
 - Julie Stirling
 - Trevor Halter
 - Bernie Newell
 - David Kuhl Morgen
 - Matt Dale
 - Dennis Kenyon
 - Christine Forrest
 - Pat Gill
 - Ian Gill
 - Eirys Heit
- Bai Rui Taekwon-Do Rosewood

- Keith Broom
- South East QLD Team Penning
 - Jason Gillett
 - Robyn Hall
 - Karla Thomas
 - Doug Gillett
- QLD Barrel Racing Association
 - Karen Roberts
- Country District Darts Association
 - Lynne Berriman
- National Barrell Horse Association
 - Amy Packer
- Rosewood Community Centre
 - Sandy Lindh
 - Kay Nicol
 - Donna Hanlon
 - Stewart Bleisner
 - John Hansen
- Jim Madden MP, Member for Ipswich West
 - Alison Young
- Brett Marsten (Bendigo Bank/Chamber of Commerce & Industry Queensland)
- Rosewood Community members
 - David Pahlke
 - Nigel Young
 - Victor Gibbons

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure

This report aligns with Advance Ipswich Theme: 'Managing growth and delivering key infrastructure', specifically Strategy 2 'Provide adequate land and infrastructure to support community development and economic activity'.

The report also aligns with Advance Ipswich Theme: 'Caring for our community', specifically Strategy 3.3 'Enhance the needs of the city's community facilities to link community needs with appropriate services'.

PURPOSE OF REPORT/BACKGROUND

In April 2018, Council received a written request from the Rosewood Men's Shed Inc. (affiliated with Australian Men's Shed Association) for space at the Rosewood Showgrounds and Equestrian Centre to establish a Men's Shed (see Attachment 1). The Rosewood Men's Shed Inc. is a new community-based, non-profit, non-commercial organisation accessible to all men, whose aim is to provide a friendly environment where men are able to work safely on meaningful projects at their own pace in their own time in the company of other men.

Council investigated this proposal from a space and land use perspective in consideration of both the Rosewood Showgrounds and Equestrian Centre Master Plan, existing user groups, the purpose of the land, community need and potential impact upon other community groups within the Rosewood community.

Concerns were raised that there was already a Men's Shed located in Rosewood at the Rosewood Community Centre in School Street, Rosewood (less than 1km away) and that this new shed would be a duplication of services. It must be noted that the Rosewood Community Centre has previously approached Council about establishing an on-site presence at the Rosewood Showgrounds and Equestrian Centre. These requests had been declined due to space restrictions on site and the potential impact that it would have on existing user groups.

It should also be noted that the new Rosewood Men's Shed Inc. is a breakaway group from the Rosewood Community Centre, Rosewood Men's Working Shed. The new Rosewood Men's Shed Inc. have suggested that they will provide opportunities, facilities and services that the existing Rosewood Community Centre cannot provide.

The request was originally declined on this basis, unless both groups could agree to work together or alternatively opportunity could also be provided for the existing Rosewood Community Centre to establish space at the Rosewood Showgrounds in the future. See Attachment 2 for letter sent to Rosewood Men's Shed Inc.

Despite this, the new Rosewood Men's Shed Inc. sought funding from the State Government, Department of Justice and Attorney General, Gambling Community Benefit Fund for the construction of a shed at the Rosewood Showgrounds and Equestrian Centre. In November 2018, the Member for Ipswich West, Jim Madden MP advised the Rosewood

Men's Shed Inc. that they were successful in securing \$35,000. The Rosewood Men's Shed Inc. then approached Council to secure a specific site for the establishment of a shed.

Rosewood Showgrounds and Equestrian Centre

The Rosewood Showgrounds and Equestrian Centre is home to numerous community, recreation and equestrian user groups for equestrian activities, functions within the Rosewood Cultural Hall, hosts the annual Rosewood Show, is hired for regular use by a variety of sporting and recreational community groups and provides opportunity for short term camping. Facilities available on site include a show ring, sand arena, community hall, an exhibition pavilion for show displays and some recreational and community activities, a number of sheds and structures used by the different equestrian and community groups for their activities as well as basic camping facilities, toilet and shower amenities and car parking. The Rosewood Showgrounds and Equestrian Centre Master Plan (see Attachment 3) does not specify the use of any of these structures for any particular group.

State Land

The Rosewood Showgrounds and Equestrian Centre is owned by the State of Queensland with Council as the Trustee through a deed of Grant in Trust (DOGIT). The purpose of the DOGIT is Showground, Sport and Recreation Purposes and for no other purposes whatsoever. The land owner, the Department of Natural Resources, Mines and Energy (DNRME) have advised the proposed Men's Shed is considered a secondary use of trust land.

Land Management Plan

To be approved by DNRME, Council is required to apply for a secondary use through the preparation of a full Land Management Plan (LMP). An LMP must demonstrate how a trustee proposes to manage state land for the intended purpose and use along with any secondary or inconsistent uses.

Council has been in the process of preparing an LMP for the Rosewood Showgrounds and Equestrian Centre to seek approval for both a Men's Shed as well as to extend the length of stay for camping from 3 days (up to 7 days upon Council approval) to 14 days (up to 21 days upon Council approval) on State Land in accordance with DNRME's Caravan Park Policy.

The State, through DNRME requires trustees of State land in the preparation of a full LMP, to undertake a minimum of one month public consultation and engagement on the Draft LMP.

Findings and Outcomes of Community and Stakeholder Engagement

Community and stakeholder engagement for the Draft Rosewood Showgrounds and Equestrian Centre LMP have now concluded.

See Minutes in Attachment 4 for a summary of the public meeting.

The public meeting agenda was dominated by the desire of all those in attendance to want to know where Council proposed the shed to be constructed. Four options were discussed with resistance to all proposed sites, but a preference for one site over the remaining three.

At the conclusion of the community engagement period Council had received 43 written responses (see Attachment 5) to the proposed development of a Men's Shed at the Rosewood Showgrounds and Equestrian Centre. Of the 43 responses, 35 were in favour of the Men's Shed with eight against.

There was strong support from those closely aligned with the Rosewood Men's Shed Inc. particularly around the benefits that a Men's Shed can bring to the community and the health and well-being of men. This was evident not only during the public meeting, but also within the number of written responses received. There was strong support for the social and community outcomes for the need for and provision of a Men's Shed in the Rosewood Community.

However there was strong resistance from other members of the community including existing user groups of the Rosewood Showgrounds and Equestrian Centre along with other community groups and residents within the Rosewood community. Some of the concerns raised against the provision of a Men's Shed at the Rosewood Showgrounds and Equestrian Centre included:

- Taking away limited valuable space at the Rosewood Showgrounds and Equestrian Centre that is already at capacity from the existing number of user groups on-site;
- Potential noise and impact from such noise from a men's shed on the surrounding community, but more so with existing horse and cattle using the site;
- Of particular concern is the duplication of resources, or as many respondents described "there is already the existing Rosewood's Work Shed at the Rosewood Community Centre, so why does Rosewood need another Men's Shed".

There is a lack of information regarding the demonstrated community need for two Men's Shed in the Rosewood community. The original request received from the Rosewood Men's Shed gave details of the benefits of Men's Sheds however was lacking in suitable feasibility and well researched and demonstrated community need, support and demand for a second Men's Shed.

RESOURCE IMPLICATIONS

The construction of a Men's Shed at the Rosewood Showgrounds and Equestrian Centre is to be funded by way of the \$35,000 in funding that the Rosewood Men's Shed Inc. has received from the Department of Justice and Attorney General, Gambling Community Benefit Fund. No Council funds have been proposed for development of the facility if it is to proceed.

It is expected that the grant funds would not be adequate to cover the full cost of construction, associated car parking and provisions of services including plumbing and electrical.

RISK MANAGEMENT IMPLICATIONS

There is a risk of taking usable space away from existing user groups if a shed is to be constructed. Existing user groups are already resistant and strongly opposed to this proposal.

There is a risk that this proposed new Men's Shed will duplicate an existing service already provided at the Rosewood Community Centre, Rosewood's Work Shed and potentially divide participation in current programs.

There is a risk that the State through DNRME and Minister will not approve the construction of a Men's Shed at the Rosewood Showgrounds and Equestrian Centre as it is considered to be an inconsistent use. In addition, DNRME have advised that they would prefer to see Men's Sheds placed on Freehold land.

The Rosewood Men's Shed Inc. will need to return the \$35,000 that they received from the Department of Justice and Attorney General Gaming Machine Community Benefit Fund if this project does not proceed at the Rosewood Showgrounds and Equestrian Centre.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Land Act 1994






COMMUNITY AND OTHER CONSULTATION

Community and stakeholder consultation and engagement for the proposed project has been undertaken within both the initial investigations for the proposed project, as well as through DNRME's requirements for community and stakeholder engagement requirements for the preparation of an LMP.

CONCLUSION

It is recommended that a Men's Shed is not approved at the Rosewood Showgrounds and Equestrian Centre at this time. Further, it is proposed that a policy be prepared and presented to a future Council meeting detailing the level of support that Council will provide and minimum requirements for any requests from community groups for the provision of land for community purposes.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Request to Council from Rosewood Men's Shed Inc. for space at Rosewood Showgrounds and Equestrian Centre for a Men's Shed ↓ 
2.	Letter to Rosewood Mens's Shed declining request for space for a Men's Shed at the Rosewood Showgrounds and Equestrian Centre ↓ 
3.	Rosewood Showgrounds and Equestrian Centre Master Plan ↓ 
4.	Public Meeting Minutes 270219 ↓ 
5.	Written responses ↓ 

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council decline the Rosewood Men's Shed Inc. request for space at the Rosewood Showgrounds and Equestrian Centre for the construction of, and operation of a Men's Shed as detailed in the report by the Principal Officer (Sport and Recreation Programs) dated 26 March 2019.
- B. That Council continue preparation of the Draft Land Management Plan for the Rosewood Showgrounds and Equestrian Centre to extend the length of stay for camping from 3 days (up to 7 days upon Council approval) to 14 days (up to 21 days upon Council approval) without provision for a Men's Shed.
- C. That Council develop a policy on future Council support and assistance for the provision and operation of Community groups and facilities in Ipswich.

John Bolton

PRINCIPAL OFFICER (SPORT AND RECREATION PROGRAMS)

I concur with the recommendations contained in this report.

Kaye Cavanagh

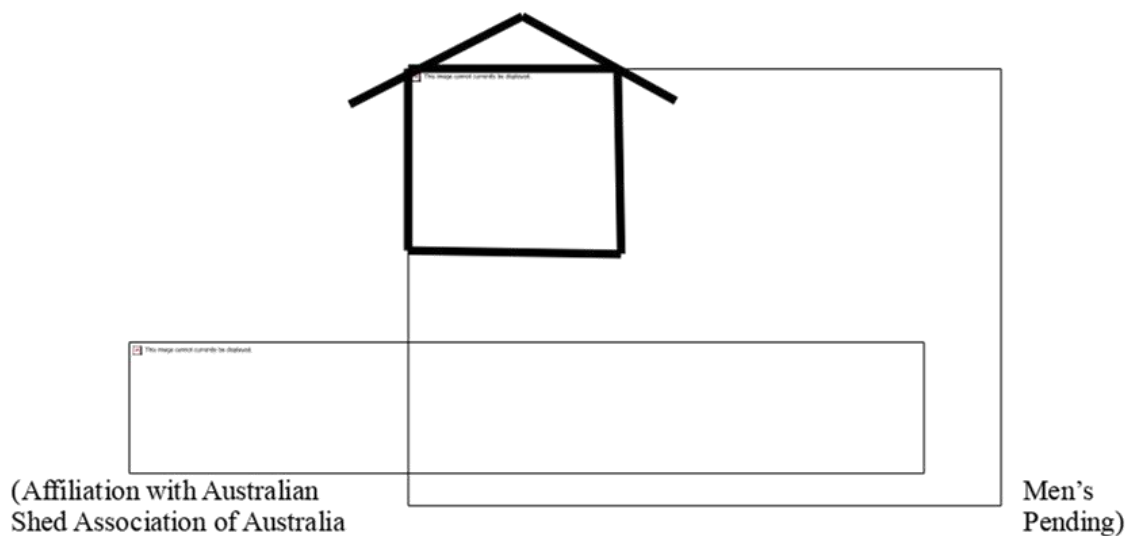
ACTING SPORT RECREATION AND NATURAL RESOURCES MANAGER

I concur with the recommendations contained in this report.

Bryce Hines

CHIEF OPERATING OFFICER (WORKS, PARKS AND RECREATION)

"Together, we proudly enhance the quality of life for our community"



A Submission to
Ipswich City Council
for the allocation
of building space at Rosewood Showgrounds
submitted 16/4/18

Preamble

We are a NEW community-based, non-profit, non-commercial organisation that is accessible to all men, and we aim to provide a friendly, spacious environment where men are able to work safely on meaningful projects at their own pace in their own time in the company of other men. A major objective is to advance the well-being and health of our members. The organisation is Incorporated under State legislation, and has applied for Affiliation with the Australian Men's Shed Association.

Why this application?

Any organisation stands or falls on the attainment of its objectives. Earlier valuable and highly commendable attempts to establish a Men's Shed for Rosewood under the auspices of the Ipswich City Council's Community Centre have met with limited success in terms of the above objectives. If, like the many Men's Sheds spread around Australia and the world, The Rosewood Men's Shed is to support local men and meet its objectives, there is a need to reach another level in facilities, energy, and initiatives.

Administration

Rosewood Men's Shed (RMS) is presently administered by an Interim Management Committee consisting of 5 members who bring varied skills and experience to the task. They are:

Vic Gibbons 5464 5193 Karl Wesner 0754642381 Chris Bishop 0408782296
Garry Bell 0405175772 and Paul MacMenigall 0401949222

Vic Gibbons, formerly Royal Navy, holds tertiary qualifications in building administration and has had wide and varied experience in production engineering and retail administration.

Karl Wesner is Tertiary qualified and has 37 years experience TAFE Lecturer and administrator

Chris Bishop served 34 yrs ranked service in the Australian Air Force in highly specialised sourcing and purchasing of combat aircraft parts. He has continued to serve in the reserves for the past 7yrs. He specialises in support for people suffering PTSD.

Garry Bell BA, Mlitt (NE) MA (Syd), PhD (Macq) was formerly Associate Professor in Mathematics Education at Southern Cross University but has taught at various institutions in Australia and across the world, Including Nottingham University, University of Michigan, and Seoul National University. He has administered many programs involving over \$2m in research and development funds and has served on the governing bodies of the University of New England and Southern Cross University.

Paul MacMenigall is a businessman with 30 years wide commercial and technological experience.

Administrative Rules

The new organisation has adopted the comprehensive model rules suggested by The Department of Fair Trading Queensland, with appropriate identifiers. These rules cover:

Powers of the Association, Membership, Fees, Register, Information Handling, Roles of Secretary and President, Management Committee Membership and Election and Functions, Meetings, Quora, Special and AGM Meetings, Minutes, Subcommittees, Voting and Proxy Procedures, By-Laws and Rule Alterations, Funds and Accounts and Financial Statements.

Interim Financial Arrangements

Two bank accounts have been established, namely an Administrative Funds Account to handle membership fees and everyday expenses, and a Charity Account to handle all monies received by way of Public Contributions. Appropriate signature protocols for each are in place.

Building plans

While the organisation has made approaches to other community agencies, the preferred site continues to be a site next to the Lions facility at the western boundary of the Rosewood Showgrounds. (as shown) It is felt that close proximity to the Lions facility will yield many opportunities for collaboration, to the benefit of both organisations and their community.

Funding for Building

The new building would be along the same lines as the existing Lions Shed, with similar cladding and rolling doors on east and west sides. Total funding would be derived from National Government National Shed Development Program

Intended activities for members

Once the shed is up and running RMS would aim to develop activities in at least the following areas:

- Furniture construction and repair
- Mathematical aids construction
- Cooking classes
- Billycart construction
- Table tennis
- Art classes
- Exercise classes
- Breakfast club BBQs
- First aid course
- Bird Boxes construction and sale
- Wood sculpture classes
- Statuary work shop
- Blacksmithing classes
- Pottery
- Nursery plants for sale
- Technology classes
- Cards and Chess

- Veterans share sessions
- Mental Health Aid Course – controlling the brain

But the strength of this application lies in the richness of projects and ideas it intends to develop – its PROJECT STREAM. These fall into two categories, both of which use the skills and involvement of members. These are

- projects intended to link the RMS to its community, and
- projects which are aimed at generating ongoing self-supporting income to sustain the operation.

Community link projects

It is self-evident that there is a huge gulf between the grandfathers of today who were born before transistors, and their grandchildren who are bombarded by technology in their schools and everyday lives. The experience of the former was dominated by life-long employment, practical hands-on skills with concrete materials, and slow advances. The experiences of the latter relate more to the “Gig Economy”, constant technological change, Virtual Reality and ideas application. There is a danger that the two cultures will drift further apart, based on their different skill sets and experiences. Should we aim at bringing the two cultures together, and if we do, how? Is there a way to bring them together? The following projects are aimed at doing just that.

It is not intended that these projects would undermine or inhibit the present school emphasis on technology and its applications. Rather, it is intended to give students the opportunity to handle real-world materials that senior men can make, and that manifest mathematical ideas.

Following are 4 devices that model Mathematical ideas, and could be easily made by Men’s Shed members, given guidance and the right machinery. It is planned to put together a set of “Trickboxes” that contain several exemplars of each of these, (as well as some others) and “Lend” these boxes to Classrooms, Aged Care facilities and Children’s wards at Hospital. Of course, a men’s shed member would have to accompany the Trickboxes to maintain security.

These programs would be evaluated for purpose in School Term Cycles, so that relevance to and engagement of children and adults can be measured. So,

Project Stream MTCH Maths Trickboxes for Children in Hospital --- (in conjunction with Ipswich Hospital Foundation)

Project Stream MTSS Math Trickboxes travelling from school to school Hexas, Somas, Ellipse twisters, Combination Blocks

Project Stream CSAC Cognitive Stimulation in Aged Care - Math Trickboxes travelling to Aged Care facilities Hexas, Somas, Ellipse twisters, Combination Blocks

Examples

Hexas: Hexagonal nuts are attached in groups of four, the aim being to fit pieces together in to make defined shapes



Soma cubes: Cubes are attached together in groups of four, the aim being to fit pieces together to make defined shapes



Elliptical Twister Rotation of the winder produces elliptical shapes



Combination Blocks: designed to practice combinations to defined total. Shaking the device divides the balls into two subsets



Ongoing funds generation Projects

It is necessary to envision some ways of generating sufficient income to sustain the operation of RMS. Given the expertise and experience of the members, it is possible that significant initiatives might emerge. For the moment, however, RMS plans to generate income by

- using all strategies permitted under Sanction Certificate Number CP6333 issued by the Queensland Office of Fair Trading – namely door to door appeals, street collections, raffles, and stalls
- selling food compliant with regulations at specially arranged events
- selling Maths Aids compliant with regulations to the public

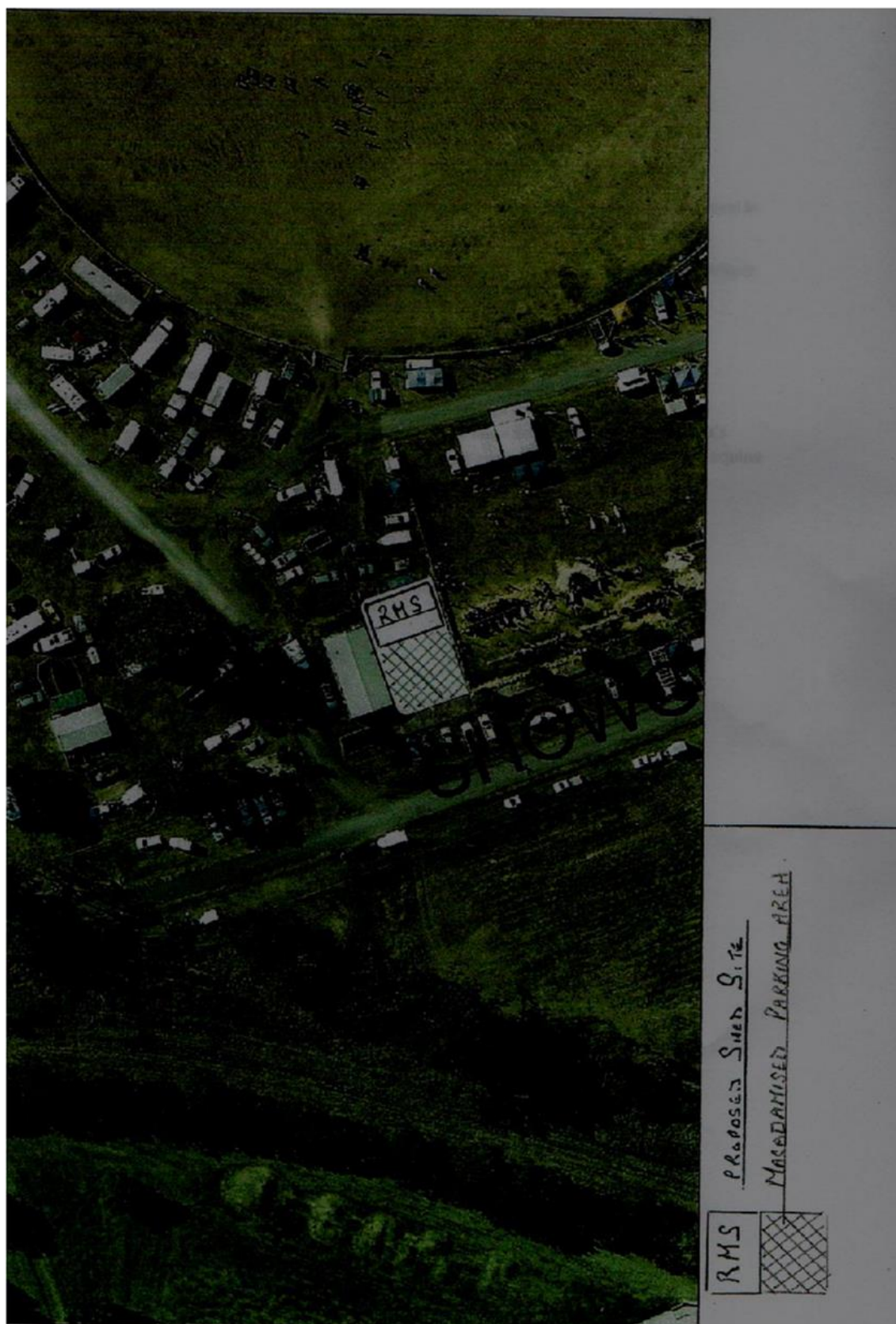
Summary

This is a NEW organisation. Everything is in place for it to succeed and fulfil its mission to support the physical, mental and social welfare of local men. Plans are in place for construction, ongoing financial sustainability, and meaningful activity programs for members. There will be minimal call on Council financial structures.

All that is needed is Council support for the allocation of space at the showground.

The Management Committee is enthusiastic and has the expertise and experience to successfully manage the agency. It feels sure that the end product will be something that Council can, in the future, look upon as a proud achievement.

Garry Bell
0405175772 garybell@ozemail.com.au



Your reference
Our reference (1808sas mens shed response)
Contact Officer Bryce Hines
Telephone 3810 6666



Ipswich City Council

45 Roderick St
PO Box 191
Ipswich QLD 4305
Australia

Tel (07) 3810 6666
Fax (07) 3810 6731
Email council@ipswich.qld.gov.au
Web www.ipswich.qld.gov.au

Rosewood Mens Shed Inc
(Attn: Victor Gibbons)
68 Tarana Avenue
THAGOONA QLD 4306

28 August 2018

Dear Victor

Re: Request to provide a permanent site for the Rosewood Mens Shed Inc

Ipswich City Council is proud of its ongoing relationships with a wide-variety of community organisations throughout the City.

I refer to your recent letter received on the 25 August 2018, requesting formal advice in relation to the provision of a permanent site for your community organisation.

As you would be aware there have been a number of discussions held in relation to this matter and previous advice provided in regards to Council wishing to support one Mens Shed group for Rosewood.

Council has received correspondence from the Rosewood & District Support Centre Inc advising that they are unable to provide a letter of support for your proposal. Therefore, Council does not intend to provide any permanent site or sites to either group until the matters between the two groups are resolved.

If at any stage the two groups reach an agreement, Council will reconsider the request for a permanent site to be provided.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Bryce Hines', written over a horizontal line.

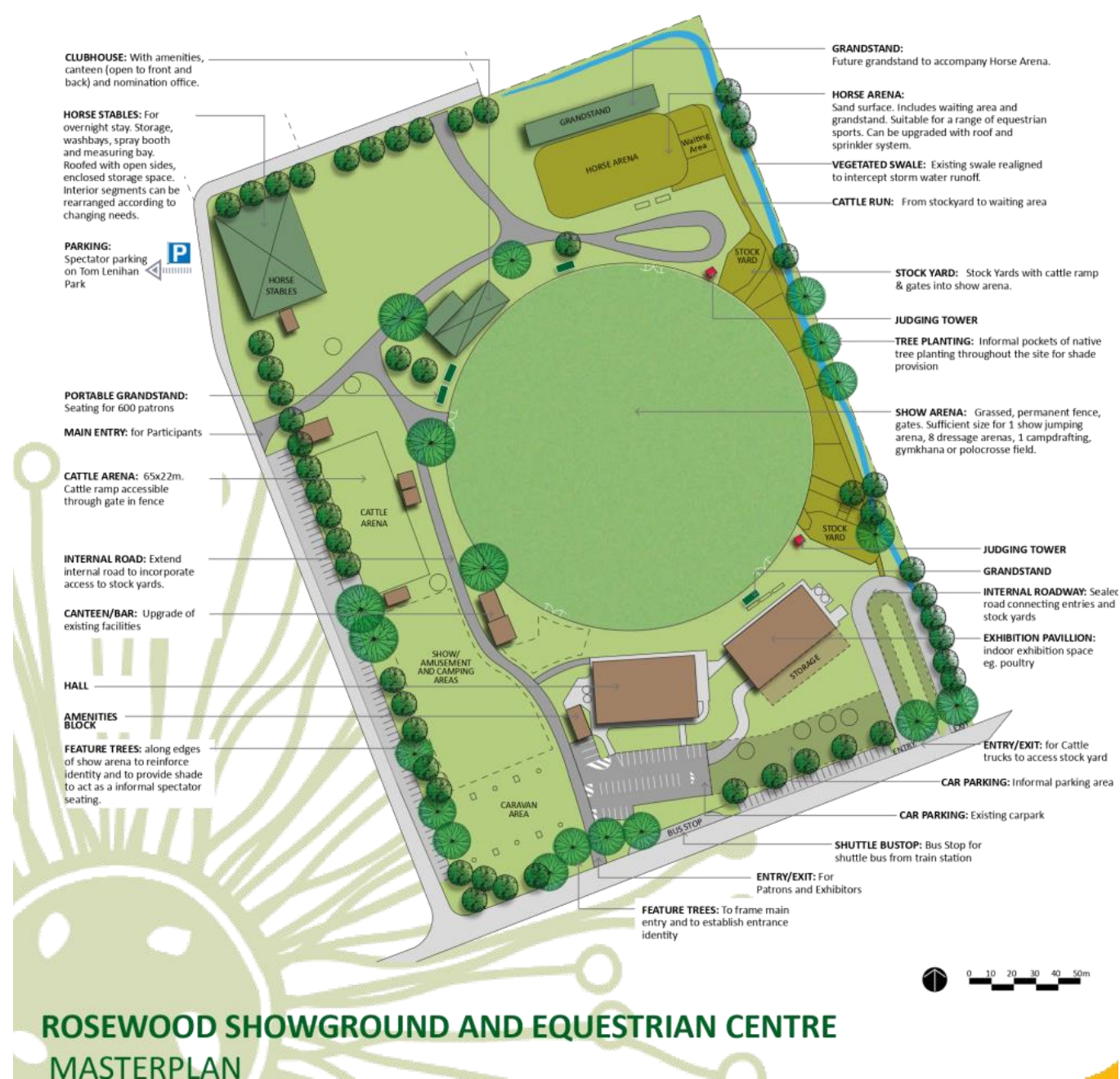
Bryce Hines
CHIEF OPERATING OFFICER (WORKS PARKS AND RECREATION)

Cc: Chief Executive Officer

DESIGN OBJECTIVES

The Rosewood Citywide Equestrian Centre and Showground will provide valuable social, cultural and economic benefits for the community. It will deliver a facility that:

- Optimises the community, sport and recreation and environmental values of the site.
- has the capacity to meet the needs of the majority of current and future equestrian users.
- continues to meet the needs of the Rosewood Show and other non-equestrian related clubs, associations and groups.
- is a durable but flexible space to accommodate changes in the future.
- provides for active and passive recreation, for social life and community interaction.
- Creates a distinctive identity for the site that is contemporary and active.



	Meeting	Rosewood Showgrounds Land Management Plan Public Meeting - AGENDA		
	Date	27 February 2019	Time	6pm-8pm
	Location	Rosewood Cultural Centre (1 Railway St, Rosewood)		

Facilitator: Zanthea Chulio, Engagement Plus

Council staff attending:
John Bolton, Principal Officer, Sport & Recreation Program
Brett McGrath, ICC Property Branch

Public attending:
Forty-one (41) people attended the meeting including representatives from:

- Rosewood Craft and Quilters (2)
- Rosewood Lions (18)
- Rosewood Men’s Shed (5)
- Rosewood Community Centre (6)
- Rosewood Show Society (5)

Agenda Item	Key Points
Introduction to the LMP	<p>Brett McGrath, Property Branch Ipswich City Council provided an overview of:</p> <ul style="list-style-type: none"> • the current context of the Rosewood Showground site showing the draft Master Plan • the role of the State Government and their expectations surrounding a proposal with inconsistent uses to the current LMP such as camping length extension and a men's shed • the development process and conditions • overview of the previous engagement and how it relates to the draft LMP • the role of the Ipswich City Council and recommendations to the State • the level of authority the State has on approving the recommendations contained in the draft LMP
Proposed changes to the site	<p>John Bolton from ICC provided an overview on the reason for the meeting to discuss the Men's Shed and for this to be included in the draft LMP with the approved changes to the camping ground length of stay recommendation. It was outlined at the last meeting to allow the number of nights for campers from 3 nights (Council currently allows 7 nights) to 14 nights and how this relates to the Men's Shed proposal. John acknowledged an error in a paragraph on draft LMP which wasn't clear on the delineation between the Lion's shed and the Men's shed. Members of the Lion's requested to be part of the drafting of the new paragraph.</p>
Exploring further – your say	<p>Participants were asked to consider the proposal and discuss the following key questions:</p> <ul style="list-style-type: none"> • What are some of the positives of introducing a Men's Shed on site? • What are some of the negatives of introducing a Men's Shed on site?

Agenda Item	Key Points
	<p>Participants were asked to record their thoughts and suggestions on the two sheets of butcher's paper provided at each table. This was not a popular activity by the group and a suggestion by the group to discuss options for the location of the Men's Shed was moved instead.</p> <p>John discussed that Council had four options for potential locations of the Men's Shed and that they were concept only.</p> <p>John outlined each option on the design master plan contained in attendee handouts and went around the group and identified each option location. John also discussed that the shed will be managed by Council but approved by the State and that the building on the land stays with the land and will be a Council asset if the Men's Shed folded.</p> <p>After each option, the group came together for an open discussion on the positives and negatives of this location which was recorded by Zanthia on the flip chart in the middle of the room.</p> <p>Key points that were recorded by the groups for each option included:</p> <p>Option 1: <u>Positives:</u> No positives recorded. <u>Concerns:</u> <ul style="list-style-type: none"> • Restricts turning circle for trucks when the show is on • Lack of proximity to power/sewer/water services • Reduces the number of existing parking • Increase stormwater runoff to surrounding areas </p> <p>Option 2: was not supported by anyone</p> <p>Option 3 (opposite Lion's shed inside existing cattle yard): <u>Positives:</u> <ul style="list-style-type: none"> • Adequate parking • Works for turning circles • Services closer than other options • Create boundary for campers/school children who stay at showgrounds • Activate the area • Less impact/contained within certain area • Proximity to residential uses <u>Concerns:</u> <ul style="list-style-type: none"> • Busy at times, area is already used extensively • Environmental factors such as smell/noise • Capacity for development </p>

Agenda Item	Key Points
	<ul style="list-style-type: none"> • Non powered site <p>Option 4 (near entrance to showgrounds):</p> <p><u>Positives:</u></p> <ul style="list-style-type: none"> • Links with existing all weathered parking and sealed pathways • Access to existing amenities • Profile raising due to proximity to the main road and train line • Good location for signage • Proximity to deliberator at public toilets • Good distance to residential uses <p><u>Concerns:</u></p> <ul style="list-style-type: none"> • Noise from shed on hall • Removal of showground feel and aesthetic • Reduces the use of a men's shed if they can't make noise • Train noise on shed use <p>If further location details for each option is needed, John and Council staff have this information on record.</p>
Mitigating risks and issues	<p>Participants were asked to consider the points raised by the group and particularly some of the concerns raised about each option location. An open discussion after each option occurred and was recorded by Zanthia. In addition to the above comments, the following points were raised:</p> <ul style="list-style-type: none"> • A request for a copy of the existing LMP to be sent to Pat and Lion's Club president • Discussion by John around Council's capital works program and how funding is allocated within Council. This was in response to claims by attendees that approved development on site had not been built yet • Frustration that regular user group meetings were no longer occurring at Showgrounds • The services (power, sewer, stormwater) put in place for the Lion's shed was borne by the club and therefore did not want to share connection • Request by attendees for another public meeting and review of final report/recommendation by Council before next step in approval process • Lion's Club raised concerns of noise in Men's Shed and how that would negatively impact on livestock and campers • Concern that there wasn't enough space at the Showgrounds to host a Men's Shed especially during Show times • Query on how the Men's Shed received funding when they didn't have a parcel of land approved for this type of use • A request to reword a paragraph on P11 to reinstate that the Men's Shed at the Community Centre reached capacity and that is why it had to move • Train noise was not seen as a major issue

Agenda Item	Key Points
	<ul style="list-style-type: none"> Mrs Alison Young, MP rep from State Government outlined the Grant conditions and approval processes when the Men's Shed funding was queried
Where to from here?	<p>Key points shared:</p> <ul style="list-style-type: none"> All comments made tonight have been recorded and will be collated and documented for submission with the application Any further thoughts can be recorded on the hardcopy survey's - to be handed in at the end of the night, or take them away and either scan and email through to council@ipswich.qld.gov.au , or post to the address on the bottom of the form by COB Friday (1st March). An online survey is also still available for comments for those who are not able to be here today – this can be found on the Council website. Once all responses have been received, all will be collated and submitted with the application to the Department of Natural Resources and Mines Upon receipt of a response from the Department of Natural Resources and Mines, participants will receive notification of the outcome of the project.
Meeting closed at 8.00pm	

Summary from the seven survey responses from the public meeting include:

- Of the seven responses, four indicated they were either strongly opposed (1) or opposed (3) with the other three supported (1) or strongly supported (2) the proposal;
- Two requests to have another meeting before report goes to State government;
- Two people gave their support to Option 4;
- Two responses outlined the need for men's shed and how they help all men to improve their wellbeing and mental health especially retired men; and
- One person concerned that two Men's Sheds in Rosewood are too many.



ROSEWOOD MEN'S SHED INC

PO Box 107 Rosewood 4340

Tel 0476115781

rosewoodmensshed@gmail.com

ABN 63 149 245 713

Parks and Recreation
Ipswich City Council
Administration

Dear Sir

As the president of the Rosewood Men's Shed Incorporated, I would like to reiterate my full support to the acquisition of a location at the Rosewood Show grounds for the RMSI., this being Qld Government owned land managed by the ICC. The construction of a purpose built shed will be a huge community asset achieving great outcomes for men's health and wellbeing.

As a full time serving RAAF member for 34 years, and a current reservist of 7 years, as well as my being deployed twice to active duty, I feel I am well placed to appreciate and support those men in need of help. I have been awarded a defence wide Citation. I am also in contact with a number of support professionals that are willing to receive referrals for private consultations and counselling, as well as group counselling sessions. As I am not a professional counsellor, I have made it my business to know who is and who can best help those seeking help. At present I am supporting 3 local people suffering from PTSD., a process that requires a deep understanding of their special needs

My experience is that the Men's Shed movement is a very obvious refuge for those in need, and if that location is in easy access then the better the chance to succeed in helping those men.

7 February 2019





ROSEWOOD MEN'S SHED INC

PO Box 107 Rosewood 4340
Tel 0476115781
rosewoodmensshed@gmail.com
ABN 63 149 245 713

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear Sir's

I [REDACTED]

Wish to go on record as fully supporting the establishment of the Rosewood Men's Shed Inc.,
(affiliated with the AMSA) at the Rosewood Showgrounds.

Having read the Rosewood Showgrounds [draft] Land management Plan
Lot 2 on RP35616

Deed of Grant in trust For Showground, Sport and **Recreation** Purposes and for no other purpose
whatsoever.....

I fail to see any inconsistency as described in Clause 5.2 since all of the usages described on page 7
are clearly **recreational**. vis

Recreation is an activity of leisure, leisure being discretionary time. "The need to do something for
recreation," is an essential element of human biology and psychology. Recreational activities are
often done for enjoyment, amusement, or pleasure and are considered to be "fun"
[source Wikipedia]

Thank You

[REDACTED]

Rosewood Men's Shed Inc.
Date 4 Feb. 2019





Australian Men's Shed Association
SHOULDER TO SHOULDER

ABN: 84 144 866 277

Works, Parks and Recreation Department

4th Feb 2019

Ipswich City Council

PO Box 191

Ipswich Qld 4305

Dear Sir's

reference : LMP Lot 2 on Rp35616

The AMSA would like to lend its support to the establishment of a branch in the name of Rosewood Men's Shed Inc. at the location of the Rosewood Show Grounds. Having amalgamated (AMSA1013640) last year with ideals and goals of the men's shed movement they will be a very suitable addition to have at that location

The Rosewood Showgrounds location would fit in with the recreation and leisure intents already being met by many other groups presently located at the site. Having a men's shed where there are the possibilities of furthering the wellbeing both physical and mental would benefit more than just those inside the shed movement.

The Men's Shed movement is expanding and the Rosewood location would fill the need in the western Ipswich region by providing an outlet for the positives outcomes of the AMSA.

Regards,



Australian Mens Shed Association



*'For Those Who Have laced Up A Boot in Service of
Our Country'*

The President

Rosewood Men's Shed inc

E:rosewoodmensshed@gmail.com

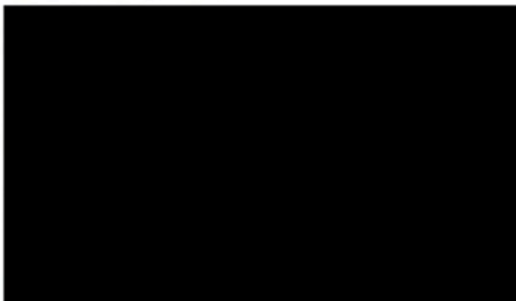


Thank you for your support of BTSTRAPS INC (BOOTSTRAPS) and our former and current service men and women. We wish your club the best for your future endeavours and hope you secure a permanent facility in order to continue assisting those in need.

As a current serving member myself, and the founder of BOOTSTRAPS, I respect your support of those current and former ADF members with physical and mental injuries suffered as a result of their service.

We wish you all the best and look forward to any future dealings we may have.

Regards,



BOOTSTRAPS – *'For those who have
laced up a boot in service of our country'*



The President
Rosewood Men's Shed Inc.

[REDACTED]

7 February 2019

[REDACTED]

Please accept my support for the continued success of the Rosewood Men's Shed Inc.

I am very fortunate to find myself democratically elected to several Community-based roles within the Ipswich and Rosewood Community. My various roles allow me to witness, first hand, the great support that Men's Shed provide to our local community.

You will be aware that the Rosewood community retains a proud history and heritage of mining, manufacturing, farming and Defence (Airforce). Fortunately, these activities have broadened beyond their traditionally male-dominated workforce however it should also be recognised that historical declines in farming, manufacturing and mining, along with common, non gender-specific issues relating to social isolation, ageing and mental health have given rise to the desperate and dire need for the dedicated connectivity that Men's Shed Inc provides.

Rosewood is a resilient Community which prides itself on social connectivity however rapid expansion of urban living, an ageing population and continuing economic and social pressures, including domestic violence, substance abuse, mental health and unemployment are not uncommon and Men's Shed Inc. must be recognised for the way in which it enhances social connectivity, community and wellbeing for so many men who would otherwise suffer the harmful consequences of social isolation.

In addition, I am aware of the outstanding way in which Men's Shed contributes to the social 'fabric' of the community by working collaboratively to support numerous complementary community groups. I am aware of numerous examples of positive relationships between various Men's Sheds, and local schools, charities, Agricultural Show Societies and other groups which provide purpose and meaning for the skills and tools that Men's Shed's retain.

As a proud Rosewood resident myself, I commend you and your Committee for your dedication and commitment to action, in meeting the needs of local men by the creation of Rosewood Men's Shed Inc.. I offer your organisation my unequivocal support, and I look forward to sharing the life-changing experiences for so many of your members, and the positive outcomes for the Rosewood Community.

Sincerely,

[REDACTED]

Rosewood Resident

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Thursday, 7 March 2019 3:00 PM
To: ICC Customer Requests
Cc: [REDACTED]
Subject: Rosewood Land Management Plan - Rosewood Men's Shed Inc. shed operation
Attachments: Some of my thoughts.pdf

**Ipswich City Council
Works, Parks and Recreation Department
Rosewood Land Management Plan**

MR [REDACTED] The committee and other interested parties,

In reply to the survey of 27th February 2019 tendered at the Rosewood Cultural Centre

1. There can be no negative impact as Men's Sheds by their very nature are social and community orientated which has led to its great success here in Australia and the idea is now being successfully exported to many countries around the world.

2. This would reduce the isolation of many men in the community due to loss of work, retirement and loss of partner or family due to death or separation. The assistance in this area alone has been a major savings in State and Federal health care funding.

Older Men in this age of fading vocational training in the trades of artisans have vast knowledge in dying trades and arts that can and are being passed onto the younger generation.

Shed activities will and have in the past contributed their skills in the assistance of other Community, Social, Welfare, Charity and Not for Profit organizations. We for one have assisted in a program for early school leavers at the local High School, moved a sign for a local Op Shop, built a ramp for mobility impaired person and renovated a display cabinet for a local Museum.

3. I Strongly Support the proposed construction and operation of a Men's Shed at the Rosewood Showgrounds.

4. It would be my greatest achievement to see our recently deceased Secretary's wishes as reflected in "Some Of My Thoughts" (see attached) come true.

[REDACTED]

Some of my thoughts

Men need **some security of tenure** i.e.

- Shed is available, often as a refuge
- The availability of companionship that he can relate to, and a sympathetic ear and guiding hand is very important to his mental wellbeing, and in turn, his physical wellness.
- When a man ceases employment, he has often lost his purposes in life; his workmates are a substantial part of his social contacts. When ladies cease employment their home routine continues and their social life continues, which leaves the male in a difficult position, always under his partners feet.
- When his day at shed is cancelled for any reason, and his mental wellbeing is being challenged, he feels like a 2nd class man.
- When he comes to a shed meeting, and is able to fill his full potential, i.e., use noisy machines, achieve something, it tends to lift his spirits and wellbeing.

[REDACTED]

From: [REDACTED]
Sent: Monday, 4 March 2019 1:21 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Fwd: Ipswich council Survey Reply - RMSI Men's Shed, Rosewood Showgrounds
Attachments: LMP Survey 2019-04-03.pdf

Confidential

Mr [REDACTED] Ipswich City Council, Et all,
Dear Sir / Madam,
Please find enclosed my **Full support for the Rosewood Men's Shed** to be built in the
Rosewood Showgrounds (**Para 3, Strongly support**).
I can only see very positive reasons for the **Rosewood Men's Shed Inc (RMSI)** building a shed in the
Rosewood showgrounds which will make it a

Community Asset, owned by the **State**, managed by the **Ipswich Council** and operated by dedicated men, at **No cost** to the
public.

Para 2. Positive opportunities for support of the RMSI shed location #3.

1. The RMSI has been approached by a **special needs group** requesting our purpose built, fit for purpose shed
to accomodate wheel chair access so

that they and their carers (**NDIS / ALARA**), can work and interact on projects inside a shed out of the weather (rain, sun, wind),
with a proper internal
toilet / shower facility.

No other facility exists in Rosewood that can fully accommodate their needs.

2. I support 3 people who suffer from **PTSD and other issues**. I will be better able to give ongoing assistance
to those who want to meet in a **discreet**

forum away from public view or scrutiny. This venue will also allow other support **groups or councillors** to attend to their
personal needs in a confidential
and non threatening environment with options of a night meeting.

3. With active members of the RMSI using the facilities in the showgrounds the **heightened awareness of
security will reduce the chance of vandalism, thefts or graffiti.**

4. With an **onsite** community workshop their lends the availability of assisting with **minor maintenance**
projects for local users.

5. RMSI will enhance the opportunities of supporting aged male residents in **health and well being** by
providing a facility they can attend and therefore improve their **social interactions** by making new friends and
contacts. With the **influx of retirees** to the area, the **RSMI** will be in a good position to welcome new men to
the area. By **raising their self esteem and self worth** they can look forward to having an improved position in
their local society, either by supporting others or by passing on knowledge to us young guys. This will give
them a **purpose in life** and will **reduce stress** and isolation issues and hopefully in some cases reduce their
need for some **medications** as has already occurred in other **Australian Men's Shed's (AMSA)**.

6. With a shed RMSI members can look to **provide new skills to unemployed youth** and help them and
migrant men to integrate into the Australian Community. We can also expand our present school youth
program with guidance and support from the Rosewood High School teachers.
Our current secretary has **37 years** experience in **facilitating TAFE** College courses and training apprentices.
Areas we have explored are basic home **maintenance** and operating **machinery**, ie, lawn mowers, whipper
snippers and workshop tools in a **safe manner**.

7. By having a **safe working environment** with rules and responsibilities we will mentor youth and others and
build relationships to help with any issues they may have.

8. The shed will provide a **venue** for the co-ordination of **Men's Health Programs** through **AMSA** and the
QLD Men's shed organization with a assistance from groups such as The Combat Support group, Mates 4
mates and Bootstraps.

Foundations like The **Prostrate Cancer** and **Diabetes Australia** are very supportive.

9. By positioning the **RMSI shed at position #3** the Lions shed will act as a **noise buffer** and significantly
reduce the impact on local users and tenants.

I am Proud of Our Team of community minded people who want to dedicate some of their lives to help others.

We are a **Self Funded, Stand Alone Club**, that has **sought** assistance from the Rosewood Community Centre and Rosewood Lions club and have been **refused** on both counts.

We have been given support from other AMSA Shed's, ie, tools and wood.


We have **raised funds** through raffles and donations of support locally.

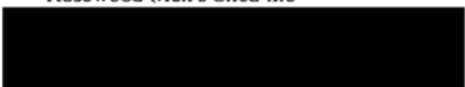
In **Summary**,

We were given funding from the Gaming commission and AMSA due to **Reasonable expectations** of being granted a lease for the RMSI to **build and operate** a Men's Shed to help the community. We **in no way had any false pretenses** when applying for assistance. The RMSI does **not** look to **compete** with other groups. We have **already proven to be** assisting local residents with building small **ramps** for a pensioner with a walker.

Fixed **taps** for another lady. Assisted with **youth** at the Rosewood High School and Moved a **sign** for a local **charity**. We have **good support** from **local business and residents**. As more people become aware of our potential this will improve.

Kind regards


Rosewood Men's Shed Inc


If we help one person a year it's a good year
4th March 2019

A5326412

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I.....

Of

Ipswich Qld

Wish to go on record as fully supporting the establishment of the Rosewood Mens Shed Inc at the Rosewood Showgrounds.

Having read the Rosewood Showgrounds [draft] Land management Plan

Lot 2 on RP35616

Deed of Grant in trust For Showground, Sport and Recreation Purposes and for no other purpose whatsoever.....

I fail to see any inconsistency as described in Clause 5.2 since All of the usages described on page 7 are clearly **recreational**. vis

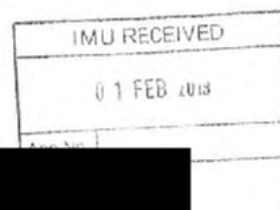
Recreation

Recreation is an activity of leisure, leisure being discretionary time. "The need to do something for recreation" is an essential element of human biology and psychology. Recreational activities are often done for enjoyment, amusement, or pleasure and are considered to be "fun"

[source Wikipedia]

Thank You

Dated



A5385806

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I.....
Of.....
Ipswich Qld

Wish to go on record as fully supporting the establishment [as soon as possible] of a
recreational facility for men at the Rosewood Showgrounds.

The facility should be a real Men's shed run and operated by Men for Men ie The Rosewood
Men's Shed Inc who are full members of the Australian men's shed association and also
members of the Queensland men's shed association.

They are incorporated with an ABF, TFN and Insurance

Thank You

.....

Dated 4-2-19

IMU RECEIVED	
28 FEB 2019	
App No	
Responsible Officer	

A5385907

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I... ..

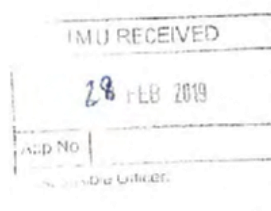
Of

Ipswich Qld

Wish to go on record as fully supporting the establishment of the Rosewood Mens Shed Inc
at the Rosewood Showgrounds.

Thank You

Dated 4/2/19



A5385836

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I.....

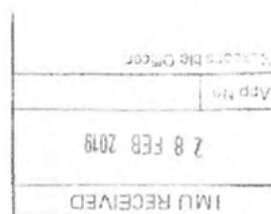
Of

Ipswich Qld

Wish to go on record as fully supporting the establishment of the Rosewood Mens Shed Inc
at the Rosewood Showgrounds.

Thank You

Dated *4 - 2 - 2019*



A5385806

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I.....

Of.....

Ipswich Qld

Wish to go on record as fully supporting the establishment [as soon as possible] of a
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Thank You

.....

Dated 4-2-19.....

IMU RECEIVED	
28 FEB 2019	
App No	
Responsible Officer	

A5385789

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I. [REDACTED]
O [REDACTED]
[REDACTED]
Ipswich Qld

Wish to go on record as fully supporting the establishment [as soon as possible] of a
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They are incorporated with an ABF, TFN and Insurance

Thank You

[REDACTED]

Dated .04.02.2019 .

IMU RECEIVED	
4 8 FEB 2019	
App No:	
- [REDACTED]	

A5385692

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I.....

Of

Ipswich Qld

Wish to go on record as fully supporting the establishment [as soon as possible] of a
recreational facility for men at the Rosewood Showgrounds.

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members of the Queensland men's shed association.

They are incorporated with an ABF, TFN and Insurance

Yours faithfully

Dated

4/02/2019



A5385674

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I..

On

Ipswich Qld

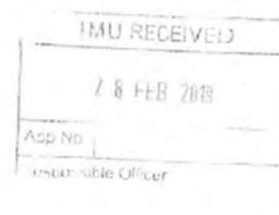
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Thank You

Dated ..4..2..19



A5385647

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I... [REDACTED]

Of [REDACTED]

Ipswich Qld

Wish to go on record as fully supporting the establishment [as soon as possible] of a
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Thank You

[REDACTED]

Dated 4/2/19



Dear sir,

1. . . .

Of..

Ipswich Qld

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Thank You

Dated4/2/19.....



A5385619

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I....

Of

Ipswich Qld

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members of the Queensland men's shed association.

They are incorporated with an ABF, TFN and Insurance

Thank You

.....
[Redacted Signature]

Dated 4-2-19..

IMU RECEIVED	
26 Feb 2019	
App No	
John Oliver	

A5385596

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I.....

Of

Ipswich Qld

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Thank You

Dated ...4/2/19...



A5385536

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear s

I.....

Of

Ipswich Qld

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members of the Queensland men's shed association.

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Thank You

Dated

TMJ RECEIVED	
7 8 11 2019	
App No	
Site Officer	

A5385436

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear

I.....

Of

Ipswich Qld

Wish to go on record as fully supporting the establishment of the Rosewood Mens Shed Inc
at the Rosewood Showgrounds.

Thank You

Dated

4/2/2019



A5385421

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir

I.....

Of

Ipswich Qld

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Thank You

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Dated 4.2.19



A5385419

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear Sirs

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Of

Ipswich Qld

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members of the Queensland men's shed association.

They are incorporated with an ABN, TFN and Insurance

Thank You

Dated 4 FEB 2019.

MAY RECEIVED	
4 FEB 2019	
Appt No	
as above	

A5385414

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

I.....

Of

Ipswich Qld

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Thank You

Dated ..11.2.19...

IMU RECEIVED	
28 FEB 2019	
App No.	
Responsible Officer	

A5385408

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear [REDACTED]

I, [REDACTED]

Of [REDACTED]

Ipswich Qld

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Thank You

[REDACTED]

Dated 11-2-19

IMU RECEIVED	
28 FEB 2019	
App No	
Mobile Officer	

A5385346

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear Sirs

I...

Of

Ipswich Qld

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Thank You

Dated 11.2.19

IMU RECEIVED	
28 FEB 2019	
App No	
Responsible Officer	

A5385303

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear

I...

Of

Ipswich Qld

Wish to go on record as fully supporting the establishment of the Rosewood Mens Shed Inc
at the Rosewood Showgrounds.

Thank You

Dated 4/2/19.

IMU RECEIVED	
28 FEB 2019	
App No:	
Responsible Officer	

A5385296

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear

I...

Of .

Ipswich Qld

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TMU RECEIVED

28 FEB 2019

App No:

File Officer

A5385098

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear s

I.....

Of ...

Ipswich Qld

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Thank You

Dated

IMU RECEIVED	
28 FEB 2019	
App No:	
File Officer:	

A5385092

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear

I....

Of

Ipswich Qld

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They are incorporated with an ABF, TFN and Insurance

Thank You

Dated ...4/02/2019.

IMU RECEIVED	
28 FEB 2019	
App No	
able Officer	

A5385084

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear

I....

Of

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They are incorporated with an ABF, TFN and Insurance

Thank You

[Redacted Signature]

Dated 4-2-19

IMU RECEIVED	
28 FEB 2019	
App No	
Clerk Officer	

A5385075

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir

I.....

Of

Ipswich Qld

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Thank You

Dated4/2/19.....

IMU RECEIVED	
28 FEB 2019	
App No.	
able Officer	

A5385067

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

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Of

Ipswich Qld

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Thank You

Dated 4/2/19



A5385053

Works, Parks and Recreation Department
Ipswich City Council
PO Box 191
Ipswich Qld 4305

Dear sir's

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Ipswich Qld

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They are incorporated with an ABF, TFN and Insurance

Thank You

.....

Dated 4/2/19.

IMU RECEIVED	
4 5 FEB 2019	
App No:	
Mobile Officer	

[REDACTED]

From: [REDACTED]
Sent: Monday, 26 November 2018 10:44 AM
To: [REDACTED]
Subject: Proposed Men's Shed at Rosewood Showgrounds

Good morning

As a resident of Rosewood, I wish to express my concern regarding the proposal to build a Men's Shed at the Rosewood Showgrounds.

It was recently reported in the media that this group has received a grant from Gambling Community Benefit Fund to build a Men's Shed in Rosewood Showgrounds. However as mentioned in the media, the group is only **now** seeking an agreement for the building of this shed at the Rosewood Showgrounds.

My concerns are

There is already a legitimate incorporated Men's Activity Centre operating in Rosewood at the Rosewood Community Centre – is there a need for another?

The application for a GCBF Grant is possibly flawed as there is no current agreement with the Ipswich City Council for a space at the Rosewood Showgrounds for their building

How was this application approved without the group having an agreed site – did the ICC provide a letter of approval for this construction to occur without any community consultation?

There has been no consultation with the Rosewood Showgrounds User Group for the siting of this facility within the Showgrounds – this group has been operating for many years and provides all showgrounds users with information regarding activities within the Showgrounds and in recent times (since the sacking of the council) the meetings of this group have ceased without notice from the council

In the past any proposed developments within the Showgrounds has been discussed with other users as a matter of common courtesy

Is the Rosewood Men's Shed Inc properly incorporated – there is considerable doubt within the community as to the accurate membership of this group to allow incorporation to occur

There has been no community consultation regarding any possible siting of this group within the showgrounds – there are many groups already using the area that is proposed and these have not been consulted on the possible impact on their activities

Maybe this group and its associated activities may be better placed at Walloon which is a rapidly growing community in need of such as group.

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Thursday, 21 February 2019 5:53 PM
To: [REDACTED]
Subject: Land Management Plan for the Rosewood Showgrounds - Public Meeting
Attachments: Men's Shed proposal.docx

Re:

Land Management Plan for the Rosewood Showgrounds

Please find attached a submission regarding the proposed changes to the Land Management Plan for the Rosewood Showgrounds.

Please also accept apologies from us for the Public Meeting to be held on Wed 27th Feb 2019.

[REDACTED]

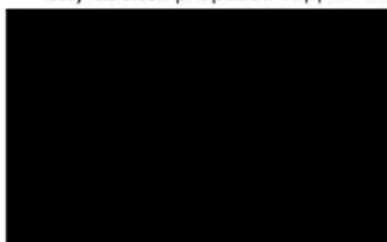
Re: Proposal to approve construction of a Men's Shed at the Rosewood Showgrounds

As stated in the current Land Management Plan for the Rosewood Showgrounds, the primary use of this land is to provide an area for equestrian activities, cattle events and other civic events.

The construction of a Men's Shed in this area would be inconsistent with the stated land use of the Rosewood Showgrounds.

- This area is essentially used by equestrian groups not only for formal events but also for training and practice
- The noise generated by the use of power tools as proposed by the group for the construction of furniture, toys, wooden sculpture products, mathematical aids etc would not be appropriate in an area that is frequented by horses and cattle.
- Many of these horses are ridden by young children who are in the early stages of learning to ride safely and proficiently – the noise could cause the animals to become skittish and flighty
- Many of these horses are very valuable livestock and loud noises could lead to them sustaining injuries from being startled by the noises generated.
- The establishment of "income generating activities" as proposed by the Men's Shed would be inconsistent with the general activities of the showgrounds – these activities should be limited to the business/commercial area of Rosewood so as not to be detrimental to the established businesses of the area
- Blacksmithing classes would also generate noise and environmental concerns with fire and disposal of ash and hot coals
- As clearly stated at many previous meetings of the Rosewood Showgrounds User Groups, the Showgrounds is at capacity regarding power and water provision therefore the use of this facility on a permanent basis by any further groups would need considerable upgrade of these facilities incurring further cost to the Ipswich City Council
- The access infrastructure at the Rosewood Showgrounds is also at capacity – the condition of Showgrounds Lane is not adequate to handle further traffic that would be generated by the construction of a Men's Shed
- In general, Rosewood already has a well established and highly functional Men's Shed located at the Community Centre which provides many, if not all, of the proposed activities of group in question – the proposed Ipswich City Council support of another Men's Shed will redirect limited community funds into duplicating a service that is already established in the community

Finally, as concerned long term residents of Rosewood, we feel that the current community asset of a Men's Shed at the Community Centre is well supported by local men and the Ipswich City Council proposed support of this alternative venue is divisive to our small community.



[REDACTED]

From: [REDACTED]
Sent: Saturday, 23 February 2019 4:49 PM
To: [REDACTED]
Subject: proposed changes to showgrounds

Sir, [REDACTED] of Rosewood R.S.L. Sub-branch I am opposed to the changes of the Showgrounds for 2 two reasons

- 1 The Showgrounds are mainly for use by the show society for their yearly show for the Rosewood District, Show & Shines, horse events and field days.
- 2 There is a men's shed at the Rosewood Community Center, why does a town the size of Rosewood need another.

I am in favor of the caravan park as a temporary stay for no longer than 14 days.

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Sunday, 24 February 2019 9:31 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Land Management Plan for the Rosewood Showgrounds

SPORT and RECREATION SECTION
council@ipswich.qld.gov.au
sportrecreation@ipswich.qld.gov.au
IPSWICH CITY COUNCIL

LAND MANAGEMENT PLAN - ROSEWOOD EQUESTRIAN CENTRE
Meeting Wed 27.2.2019 6pm

1. Mens Shed
2. Length of stay at Tourist Park
3. The ownership of the Lions Shed

MENSHED

[REDACTED] I know the history of the local Showgrounds. When the decision to allow the Lions Shed into the grounds was made, we indeed received some flak from the "horsie" groups. Space was the major issue raised. But it was one of the best moves we had ever made. They are now the guardians of the Tourist Park and Tourism \$ are flowing into the Township, and indeed rental \$ are flowing into the coffers of Council.

I had received a similar request from the original Men's Shed down at the Community Centre. We simply could not accommodate them given the space restrictions and we will still working on an overall plan. Some years back there was even an option of purchasing adjoining land. That never proceeded. So I am astounded that another request from another group is being looking upon favourably so quickly without talking to all the users first.

In fairness, if this request is granted than you also need to revisit the original request. But the reality is the space restrictions are the over riding factor. Electricity and Sewer/Water Connections are relevant issues also. The tensions you will cause with all the existing users needs to be also taken into consideration. Accusations are also being made about the validity/credibility of the group. I ask that you check this also.

LENGTH OF STAY at TOURIST PARK

The success of the Tourist Park has been spectacular, guided by the Rosewood Lions Club. I am aware that the 7 day limitation is a State Government condition and not a Council condition.. An extension to 2 or 3 weeks is urgently needed. The Rosewood Lions Club work in well now with the Rosewood Show Society and other ground users now. It is working. Eg. During Showtime no bookings are taken for the Tourist Park by the Rosewood Lions.

OWNERSHIP OF THE LIONS SHED

I refer to section 4.2 in the draft Management Plan
"A large 5 bay green shed located on the western boundary of the showgrounds near the rear entry point to the showgrounds (via Showground Lane) is current being used by the Rosewood Lions Club in conjunction with the campground area for the storage of cleaning equipment and cleaning and sanitary consumables. This shed in the future will be included in any new issue of a trustee permit for the campground area."

[REDACTED]

From: [REDACTED]
Sent: Sunday, 24 February 2019 11:48 AM
To: [REDACTED]
Subject: Rosewood Showgrounds - Land Management Plan

I am a member of Lions Club of Rosewood and have just sighted the draft management plan formulated by Council. There are aspects of the Plan which must be made public to the citizens of Rosewood and indeed Ipswich City Council citizens as a whole. Our Club was granted a space within the Showground to construct a shed. This was financed by our Club with the assistance of a Grant. It contains our catering trailers and other Lions gear and is used extensively for the benefit of this district.

To then sight section 4.2 of the plan which states -

"A large 5 bay green shed located on the western boundary of the showgrounds near the rear entry point to the showgrounds (via Showground Lane) is currently being used by the Rosewood Lions Club in conjunction with the campground area for the storage of cleaning equipment and cleaning and sanitary consumables. This shed in the future will be included in any new issue of a trustee permit for the campground area."

This shed as well as the catering gear within are the property of our Club. Why Council has decided to take advantage of the many hours of work put in by Lions members as well as other helpers is incredible and underlines the necessity to retain locally-based Councillors who would fight such a move- who fights for the rights of this district at present? Please reconsider this move as it is both illogical and possibly illegal to simply over-ride the community needs which we as a Club jealously support through our voluntary work.

Building of a Mens Shed

The application by this group to construct a shed needs to be thought through thoroughly. The group is a breakaway from the present Rosewood Mens Shed which has operated for a number of years. I understand the new group were given a grant from Gaming Commission of \$35,000 to construct a shed. My understanding of the rules of such a Grant are that it must be on public land and that permission to build exists at the time the application was made - that does not appear to be the case.

Prior to the grant, there was an approach from the breakaway mens shed for support from our Club. As Secretary at the time I was instructed to reject the approach on the basis that an existing Mens Shed already existed and there was insufficient demand for a second group- in my view that is still the case.

Length of stay at Camp Ground.

As a Lions member I have been active in the running of the camp ground. In fact our Club had been instrumental in urging Council to open the ground to the public over many years - eventually that was acknowledged and our Club has been responsible for building a very successful operation from a zero base- funds have increased steadily to both Council and our Club over the past 3 years because of the efforts of our members. It has in fact now become a popular stay for Caravan Clubs who are now regulars.

One of the most frequent requests we receive from campers is to increase the number of days from the present limit of 7. We are conscious of the need to limit stays for genuine campers but at present are forced to reject such approaches. Many of the requests come for medical reasons because of our proximity to rail as well as Brisbane and Ipswich medical facilities. I support the increase in the stay which would result in further income for both Council and our Club.

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent: Friday, 8 March 2019 12:38 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: LAND MANAGEMENT ROSEWOOD SHOWGROUNDS
Attachments: land management rosewood lions.docx

Good Afternoon,

[REDACTED] of the Rosewood Lions Club and attended your officers meeting held at the Rosewood Showgrounds on the 27th February 2019.

I have attached a letter relating to the above matter for your consideration and attention.

I am happy to speak with your officers in relation to this matter

[REDACTED]

Chief Executive Office
Ipswich City Council
PO Box 191
IPSWICH QLD 4305

Email: propertyrequests@ipswich.qld.gov.au , council@ipswich.qld.gov.au &
sportrecreation@ipswich.qld.gov.au

RE: ROSEWOOD SHOWGROUNDS
LAND MANAGEMENT PLAN – 1 RAILWAY STREET ROSEWOOD

██████████ the Rosewood Lions Club Inc and we have our Lions Shed on the Rosewood Showgrounds which was approved by Council several years ago

██████████ Rosewood Lions Club I appreciate the opportunity to make comment on the above Land Management Plan.

Below are my comments of the proposed Land Management Plan that has been circulated and have been the point of discussion on Wednesday 27 February 2019 at the meeting held at the Rosewood Showgrounds

I am writing these comments on behalf of the Rosewood Lions Club Inc

I recently attended a community meeting at the Rosewood Showgrounds concerning the Land Management Plan which was run by the council officers.

I would like to comment firstly about this meeting,

1. It was very unprofessionally conducted, the facilitator did not have a microphone to speak with and there many persons attending could not hear what was being said.
2. No planning or agenda had been structured around the meeting
3. The council officers present obviously didn't expect the numbers of residents that attended
4. No maps of previously Land Management Plans were presented and there is a number of previous plans which I understand that council has available
5. We were informed that the ICC is going to make a submission to the Qld Govt in relation to this land management plan in the very near future.

Lions Club of Rosewood Inc. shed within the showgrounds

I refer to section 4.2 in the draft Management Plan

"A large 5 bay green shed located on the western boundary of the showgrounds near the rear entry point to the showgrounds (via Showground Lane) is current being used by the Rosewood Lions Club in conjunction with the campground area for the storage of cleaning equipment and cleaning and sanitary consumables. *This shed in the future will be included in any new issue of a trustee permit for the campground area.*"

I was shocked and dismayed that Ipswich City Council would incorporate the 5 bay green shed that was paid for by the Lions Club of Rosewood Inc with its own funds, into the Management Plan of the Rosewood Showgrounds.

The shed was funded and built on the current site before the campground (Tourist Park) was established. Establishment costs included the connection of power and plumbing to the green shed.

Below is a quick schedule of cost outlays by the club in the building of the green shed:

Shed construction	\$28,419.00
Electrical	\$ 3,576.45
Plumbing	\$ 5,850.00
Ipswich City Council - shed expenses	\$ 1,215.00
Additional shed construction expenses	\$ 1,839.79

While the Lions Club of Rosewood Inc is engaged in the management of the Tourist Park for the initial three years, toilet paper is stored in the Green shed for the convenience of Lions Club Members to restock the toilet block during periods when Ipswich City Council (ICC) is not available to attend the Tourist Park, eg. over weekend or late evening.

At the meeting on the 27 February 2019, staff members from ICC advised that the inclusion and incorporation the green shed into the Management Plan of the Tourist Park was an error. They acknowledged that they have a legal right to the asset but only after the Lions Club of Rosewood has no further need or use for it.

MENS SHED

The Land Management Plan notes that there is a Men's shed in Rosewood and implies that this is the only Men's shed organisation in Rosewood.

A quick Google search of "Australian Men's Shed Australia" would have enlightened ICC that Rosewood currently has two Men's Shed groups and that one has been a member of the association since 1 May 2012 and operating out of The Rosewood Community Centre at 19 School Street Rosewood.

At the meeting held at Rosewood Show Grounds hall on Wednesday 27 February there was a number of groups present who have approached ICC in the past for establishment of a 'shed' within the boundaries of the Rosewood Show Grounds.

What is different from these groups who have previously sort permission and the current Men's Shed group who this amended Land Management plan revolves ?

It was acknowledged at the meeting on 27 February 2019 be staff of ICC that the current Land Management Plan for Rosewood Showgrounds did not include available space for a "Men's Shed".

The representative for [REDACTED] stated that the existing Land Management Plan included a mention of a "Men's Shed". Was the funding sort and approved through the Queensland Government, Department of Justice and Attorney General, Gambling Community Benefit Fund granted on the premise of an untruth or was there written approval issue by the Trustee that an area within the Rosewood Showgrounds would be made available to the group allowing for a successful

grant application to be received

The Rosewood Lions Club understand that the concept of men getting together to talk about men's issues is much applauded.

It has been well documents that men are not good communicators and all members of the community needs a place for where men can get together and discuss issues like, mental illness, grieving and health, at the same time practicing or learning skills and we encourage this.

TOURIST PARK

The Lions Club of Rosewood Inc. has been involved in the management and collection of fees from tourists staying at the showgrounds.

I have first-hand experience of the great feedback from the travelling public and business at the Tourist Park has generated. Without such a facility Rosewood and the immediate district would be a "poorer" area without the capacity or facilities to attract people and money from outside ourCommunity.

The occupancy term of 7 days has at times been an issue, especially when the people staying at the Tourist Park are there for family health reasons, events and looking at moving into the area to live.

We support an extension of the maximum period that a member of the public can stay at the Tourist Park.

IN CONCLUSION

I would respectfully request that another meeting be arranged with the Rosewood Community stakeholders before your submission goes to Qld. Government outlining your full response together with all copies of land management plans that are available for the community scrutiny.

We would also suggest that a second meeting be held with interested community representatives with the view achieving a successful outcome to the Land Management Plan.



Rosewood Lions Club Inc

[REDACTED]

From: [REDACTED]
Sent: Friday, 1 March 2019 10:55 AM
To: ICC Customer Requests; Property Requests; Sport recreation
Subject: Land Management Plan - Rosewood Showgrounds - 1 Railway Street, Rosewood
Attachments: Find a Shed - Australian Men's Shed Association.html; Land Management Plan - Rosewood.docx; Rosewood's Work Shed Presentation 2018.pptx

Good morning Sir/Madam,

Attached is my response for the above Land Management Plan and supporting attachments.

Kind Regards

[REDACTED]

Chief Executive Office
Ipswich City Council
PO Box 191
IPSWICH QLD 4305

Email: propertyrequests@ipswich.qld.gov.au , council@ipswich.qld.gov.au &
sportrecreation@ipswich.qld.gov.au

RE: ROSEWOOD SHOWGROUNDS
LAND MANAGEMENT PLAN – 1 RAILWAY STREET ROSEWOOD

Dear Sir/Madam,

I appreciate the opportunity to make comment on the above Land Management Plan.

Below are my comments of the proposed Land Management Plan that has been circulated and have been the point of discussion on Wednesday 27 February 2019.

I am a resident of Ipswich City Council division 10 since May 1994 and I have seen a lot of change within the area.

I have been a member of Lions Club of Rosewood for 20 years, [REDACTED]
[REDACTED] and an active community member.

Lions Club of Rosewood Inc. shed within the showgrounds

I refer to section 4.2 in the draft Management Plan

"A large 5 bay green shed located on the western boundary of the showgrounds near the rear entry point to the showgrounds (via Showground Lane) is current being used by the Rosewood Lions Club in conjunction with the campground area for the storage of cleaning equipment and cleaning and sanitary consumables. This shed in the future will be included in any new issue of a trustee permit for the campground area."

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At the meeting of the 27 February 2019, staff members from ICC advised that the inclusion and incorporation the green shed into the Management Plan of the Tourist Park was an error. They acknowledged that they have a legal right to the asset but only after the Lions Club of Rosewood has no further need or use for it.

MENS SHED

The Land Management Plan notes that there is a Men's shed in Rosewood and implies that this is the only Men's shed organisation in Rosewood.

A quick Google search of "Australian Men's Shed Australia" would have enlightened ICC that Rosewood currently has two Men's Shed groups and that one has been a member of the association since 1 May 2012 and operating out of The Rosewood Community Centre at 19 School Street Rosewood.

I have attached a copy of the results of my Google search "Australian Men's Shed Association" for confirmation of my facts. I also attach a copy of a Power Point presentation of the history of the Men' Shed group established and is operating since 12 May 2012. This Men's Shed group has previously repeatedly approached ICC and have been verbally advised that there is no room at the Rosewood Show Grounds.

At the meeting held at Rosewood Show Grounds hall on Wednesday 27 February there was a number of groups present who have approached ICC in the past for establishment of a 'shed' with the boundaries of the Rosewood Show Grounds. What is different from these groups who have previously sort permission and the current Men's Shed group who this amended Land Management plan revolves around?

It was acknowledged at the meeting on 27 February 2019 be staff of ICC that the current Land Management Plan for Rosewood Showgrounds did not include available space for a "Men's Shed". The representative for [REDACTED] stated that the existing Land Management Plan included a mention of a "Men's Shed".

Was the funding sort and approved through the Queensland Government, Department of Justice and Attorney General, Gambling Community Benefit Fund granted on the premise of an untruth or was there written approval issue by the Trustee that an area within the Rosewood Showgrounds would be made available to the group allowing for a successful grant application to be received.

This idea and concept of men getting together to talk about men's issues is much applauded. It has been documents that men are not good communicators when it comes to health issues and all members of the community need a place for where men can get together and discuss issues like, mental illness, grieving and health, at the same time learning skills.

TOURIST PARK

As an active member of the Lions Club of Rosewood Inc. I have been involved in the management and collection of fees from tourists staying at the showgrounds.

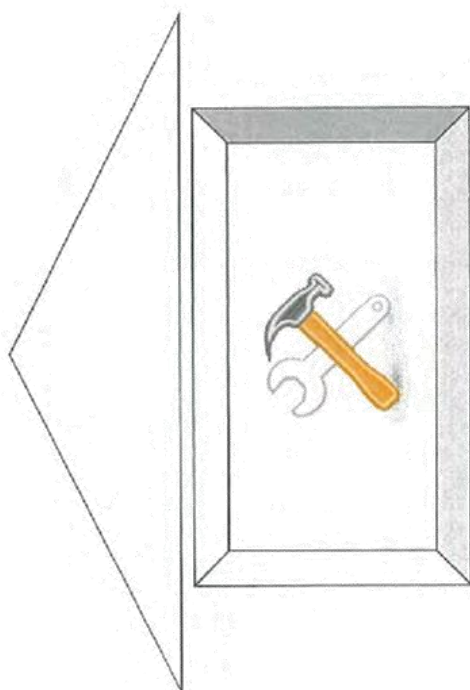
I have firsthand experience of the great feedback from the travelling public that the Tourist Park has generated. Without such a facility Rosewood and the immediate district would be a "poorer" area without the capacity or facilities to attract people and money from outside our community.

The occupancy term of 7 days has at times been an issue, especially when the people staying at the Tourist Park are there for family health reasons, events and looking at moving into the area to live.

I support an extension of the maximum period that a member of the public can stay at the tourist park.



Rosewood's Work Shed



*A program of the Rosewood & District Support Centre Inc.
t/a The Rosewood Community Centre
19 School Street, Rosewood*





Rosewood's Work Shed

- Is in alliance with the Australian Men's Shed Association
- The Work Shed is a place where men can work together on small community projects.
- No previous experience is required.
- Just drop in on any Friday morning and have a cuppa and a chat with the men at the shed, have a look around and check out the current projects being worked on.
- The Work Shed is also used for mentoring programs which focus on sharing skills with those in our Community who would like to learn or increase their skills in wood work or metal work.
- Fridays 9.15am to 11.45am \$2 per week (\$10 annual membership)
- 11am BBQ light lunch for an extra \$1



Page 146 Wednesday, June 13, 2012

THE QUEENSLAND TIMES

Denis sheds boredom

Rosewood retiree leads way on new men's facility

PAUL SKEATON
paul.skeaton@qld.com.au

ROSEWOOD retirees now have a new place to call home following the opening of Australia's newest Men's Shed.

The shed, located at the rear of the Rosewood Community Centre, is still in its infancy but convener Denis Hawkins is confident it will soon be overrun by local men.

Mr Hawkins, a 67-year-old Australian, is currently working on the shed, which had him looking for his next challenge. It was during that time he realised the importance of a social centre.

"I thought I would go stark raving mad," Mr Hawkins said. "I used to work in civil construction, working seven days a week and to stop all of the sudden was a bit to handle."

Mr Hawkins then began doing volunteer work for the community centre, which he discovered the need to do.

While the shed is yet to be fully fitted out and fundraising is under way to complete the project, Mr Hawkins said it is already open for business.

"If they want to start tomorrow they can come down and I'll get them started," he said. "We'll start off as a meeting place."

"If anyone wants to take it to a higher level from there we may have to look at other venues."



BIG PLANS: Rosewood Men's shed convener Denis Hawkins with supporters of the Men's Shed in Rosewood. Photo: Rob Williams

Rosewood resident Phil Parsons was one of the first of the 10-20 men that have already expressed interest in the shed.

The 67-year-old said he was looking forward to getting involved with other locals.

"This is just what this area needs," Mr Parsons said. "It will be a place where someone can come down to get help with materials, equipment or money."

BLOKE HEAVEN
• Rosewood Men's Shed is at 19 School St, Rosewood.
• Contact Rosewood Community Centre on 546041544 or rcc@yahoo.com.au

would be cheerfully accepted and he thanked those who have already helped get the project off the ground.

History Behind The Work Shed

While volunteering as a JP at the Community Centre in late 2011, [REDACTED] and between them they identified the need for had a discussion with [REDACTED] having something like a Men's Shed program in Rosewood. Further discussions and support from [REDACTED] at the Community Centre, the program soon started becoming a reality in 2012.

- From the discussions in late 2011 – the Community Centre made available their existing shed which was being used to store donations in. The shed was originally donated to the Community Centre by the Rosewood Masonic Lodge in 2005.
- 1st May 2012 the Shed Program became a member of the Australian Men's Shed Association.
- 13th June 2012 was the first Shed Open Day promoting the needs of the program.
- August 2012 Rosewood Bendigo Bank provided funding for a retaining wall, which allowed for safe access into the shed.
- September 2012 saw the program receive funds from Ipswich City Council [REDACTED] to install power to the shed including 3 phase power to the shed.

31 December 2012 saw the Official Opening of the Rosewood Men's Shed



The day was sponsored by Fair Dinkum Sheds, with racing car driver Karl Reindler as a special guest. Karl was more than happy to autograph his posters for fans.

Community Projects

- St Brigid's Primary School – An Outdoor St Brigid's Cross
- Rosewood Gymnastics – Wooden Horse Upgrade
- Rosewood Kindergarten – Outdoor Kitchen Bench
(for all their mud cooking needs)
- Rosewood & Marburg Police Stations – Honour Board
- Preparations for Removal of the Rosewood's Old Jail
- Joint Projects with other Groups eg Lions & Rotary

Members of the Men's Shed held an Open Day on the 2nd of June 2017, along with celebrating the completion of the undercover area.

The undercover area was made possible through funds received from the Gambling Community Benefit Fund.

Founding member [REDACTED] was in attendance, and got to see how successful the program was becoming. He was overwhelmed with how far the program had come. Sadly [REDACTED] past away in late 2017.







Moreton Border News - February 23, 2018

Men's Shed hosts program for women



Aunelle Andrews, Diane Gerna, Trevor Hader, Sennet Blesner, Kay Nook, Berni Lovett, Ross Hader and Lisa Fendley learning and taking on how to repair a wooden chair that was brought into the Men's Shed.

THE Rosewood Men's Shed hosted an Open Day for ladies to introduce them to the new Women's Program to the community.

The program is aimed at teaching women the basics when it comes to maintaining such things as mowers, whippers, snippers and other machinery.

"In some cases, after the husband passes away, ladies find it hard to do the basic maintenance on everyday tools and equipment used around the house," Trevor Hader said.

"This is a support base for the ladies to come in to learn through our guidance."

On the open day, Diane came into the Men's Work Shed with a chair that needed fixing. Trevor spent the morning guiding her and helping her to fix it.

"The whole program is

Women's Program 1st & 3rd Wednesdays of each Month Mentoring Sessions on how to do General Woodwork, Household & Basic Car Maintenance Tasks



[REDACTED]

From: [REDACTED]
Sent: Wednesday, 27 February 2019 10:17 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Men's shed in Rosewood

[REDACTED]

As discussed this morning, the case to develop an additional men's shed in the Rosewood area would be unsustainable for the broader Rosewood community. I can see from the Australian Men's Shed site that there are 2 officially registered organisations out there but cannot find information on how many people regularly attend, what is done nor the level of interest in the community.

The population for the Rosewood SA2 (statistical area with similar footprint to Division 10) was 11,807 people in 2016 (ABS). Of these 6,033 were male, 2,204 were aged over 50 years. Delving further 1,305 men who were 60 years and older and only 910 of these men are officially over the retirement age of 65 years. This is a small population to service the development of an additional facility especially as we do not know the service take up in the current facility, nor the projected level of take up and use for any other facilities in the area.

Rosewood has a number of services and community facilities– they have a community centre that has the current men's work shed attached, a number of halls and soon to be constructed library. From my understanding we do not fund Men's Sheds across Ipswich as they have been funded by state and therefore we don't track and monitor the data and ongoing governance. We are aware of the number of enquiries from the community to establish men's sheds and will be looking to develop a strategy/policy over the next 12-18 months to align with other work in this area.

For the purpose of any future community facility proposals, I recommend that organisations are encouraged to develop business cases that include demonstrated need, differentiation from any existing programs and how this additional facility adds to current provision and does not duplicate nor potentially divide participation in current programs.

Regards

[REDACTED]

Doc ID No: A5423750

20 March 2019

TO: CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

FROM: SENIOR PROPERTY OFFICER

RE: REPEAL OF ACQUISITION OF DRAINAGE EASEMENT FOR SPRING CREEK BRIDGE,
MT MORT REHABILITATION PROJECT

INTRODUCTION

This is a report by the Senior Property Officer dated 20 March 2019 concerning the repealing of the decision for the Acquisition of Drainage Easement for the Spring Creek Bridge Rehabilitation Project (A5314097).

RELATED PARTIES

There are no related parties arising as a direct result of this report.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure.

PURPOSE OF REPORT/BACKGROUND

The proposed works for the Spring Creek Bridge Project that will facilitate the replacement of the existing timber bridge requires a part acquisition for road purposes from the following property:

Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2,456m²).

The Committee Report (A5314097) adopted at Growth and Infrastructure Committee No. 2019 (2) of 19 February 2019 (the "Report") incorrectly resolved the recommendation that an easement to facilitate the upgrade and future maintenance of proposed drainage infrastructure is required over the following property:

Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2,456m²)

It is recommended that the decision be repealed and a new Report be submitted to a future meeting for the part acquisition of the following property for road purposes:

Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2,456m²)

RESOURCE IMPLICATIONS

There are no resourcing or budget implications

RISK MANAGEMENT IMPLICATIONS

If the recommendation for the easement is not repealed, there will be delays in designing alternative options for the bridge rehabilitation or may cause the bridge rehabilitation to be momentarily suspended.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

Acquisition of Land Act 1967

Local Government Act 2009

COMMUNITY AND OTHER CONSULTATION






The property owner was consulted on the acquisition of part of the property for road purposes and not an easement. An onsite meeting was held discussing the preferred road alignment and bridge rehabilitation. Consultation with the property owner has shown support for Council to acquire the land for road purposes.

CONCLUSION

On that basis, it is recommended that Council proceed to repeal the decision for an easement and prepare a report for a future committee meeting for the acquisition of part of the following property:

Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2,456m²)

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Report - Acquisition of Drainage Easement for Spring Creek Bridge, Mt Mort Rehabilitation Project ↓ 
1.1	Fact Sheet Greys Plain Road Mount Mort Timber Bridge Replacement ↓ 
1.2	Proposed Easement Plan - 144 Greys Plains Road Mount Mort ↓ 
1.3	Proposed Easement Area Plan - 144 Greys Plains Road Mount Mort ↓ 
1.4	Property Plan - 144 Greys Plains Road Mount Mort ↓ 

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That the previous decision of Council in relation to the Acquisition of Drainage Easement for the Spring Creek Bridge, Mt Mort Rehabilitation Project, as per Item No. 2 of the Growth and Infrastructure Committee No. 2019(02) of 19 February 2019 and adopted at the Council

Ordinary Meeting of 26 February 2019, as detailed in Attachment 1 of the report by the Senior Property Officer dated 20 March 2019, be repealed.

Brett McGrath
SENIOR PROPERTY OFFICER

I concur with the recommendations contained in this report.

Andrew Knight
CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

“Together, we proudly enhance the quality of life for our community”

BM:KP
A5314097

Growth and Infrastructure Committee	
Mtg Date: 19.02.19	OAR: YES
Authorisation: Andrew Knight	

25 January 2019

MEMORANDUM

TO: CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

FROM: SENIOR PROPERTY OFFICER

RE: ACQUISITION OF DRAINAGE EASEMENT FOR THE SPRING CREEK BRIDGE, MT
MORT REHABILITATION PROJECT

INTRODUCTION

This is a report by the Senior Property Officer dated 25 January 2019 concerning the acquisition of an easement for drainage purposes for the Spring Creek Bridge Rehabilitation Project.

BACKGROUND

The proposed works for the Spring Creek Bridge Project will facilitate the replacement of the existing timber bridge with a new concrete box culvert. Construction is programmed for the 2019-2020 financial year.

The works involve pavement widening and bitumen surface sealing, removal and replacement of the existing timber bridge with a box culvert, scour repair and protection works to both the inlet and outlet and inclusion of roughing elements along the culvert walls to assist with fish passage, refer to Attachment A.

To facilitate the upgrade and future maintenance of the proposed drainage infrastructure, an easement is required over the following property:

Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2,456m²). Refer to Attachment B.

OPTIONS

Council has two options to progress the new easement:

1. Resumption Agreement (if agreement with the Owner(s) can be reached)
Compulsory acquire the property by agreement under the *Acquisition of Land Act 1967 (ALA)*. Council and the Owner(s) collectively agree to the compulsory acquisition by way of a resumption agreement.
2. Resumption (if agreement with the Owner(s) cannot be reached)
Resume the land from the Owner(s) under the *ALA*. Compensation will be payable to the Owner(s) through the Land Court when agreement on compensation cannot be reached.

BENEFITS TO COMMUNITY AND CUSTOMERS

The new easement will facilitate the installation of the new concrete box culvert and associated roadworks being constructed within a dedicated road reserve with improved road safety and flood immunity. The new structure will minimise the ongoing need for regular maintenance to the existing ageing timber bridge, minimise the risk of structural failure and maintain road connectivity.

CONCLUSION

On this basis it is recommended that Council proceed with the compulsory acquisition of the new easement over the following property as a “constructing authority” under the *ALA*:

Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2,456m²)

In the first instance, Council will make all reasonable attempts to negotiate by agreement with the property owner(s) when issuing the notice of intention to resume (NIR). Therefore, Council will seek to compulsory acquire by way of resumption agreement with the property owner(s), however if this is unsuccessful, Council will exercise its power under the *Acquisition of Land Act 1967* and make application to the relevant Minister for the land to be taken.

ATTACHMENTS

Name of Attachment	Attachment
Fact Sheet – Greys Plains Road, Mount Mort, Timber Bridge Replacement	Attachment A
Proposed Easement Plan – 144 Greys Plains Road, Mount Mort	Attachment B
Proposed Easement Area Plan – 144 Greys Plains Road, Mount Mort	Attachment C
Property Plan – 144 Greys Plains Road, Mount Mort	Attachment D

RECOMMENDATION

- A. That the Interim Administrator of Ipswich City Council ("Council"), having duly considered this report dated 25 January 2019, be of the opinion that the following property (shown in Attachment B) ('the Land') requires an easement for drainage purposes:
 - a. Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2456m²)
- B. That the Interim Administrator of Ipswich City Council ("Council") exercise its power as a "constructing authority" under the *Acquisition of Land Act 1967* and acquire the easement, (as described in Recommendation A of this report dated 25 January 2019) for drainage purposes.
- C. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, and to do any other acts necessary to implement the Interim Administrator of Ipswich City Council's decision in accordance with section 13(3) of the *Local Government Act 2009*, to acquire the easement.

Brett McGrath
SENIOR PROPERTY OFFICER

I concur with the recommendations contained in this report.

Andrew Knight
CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

Greys Plains Road, Mount Mort - Timber Bridge Replacement FACT SHEET | January 2019

The Project

Ipswich City Council is replacing the timber bridge with a new concrete box culvert.

The proposed scope of works will include:

- Removal of the existing timber bridge
- Installation of a new stormwater culvert crossing
- Installation of upstream and downstream protection works to the existing waterway
- Associated road works and road safety improvements
- Inclusion of roughing elements to assist with fish migration
- Minor service relocations to accommodate new works.

There will be partial road closures to carry out the works. Traffic control will be in place for the safety of local residents.

Project Timing

This Project is currently in design with construction expected in FY2019/20.

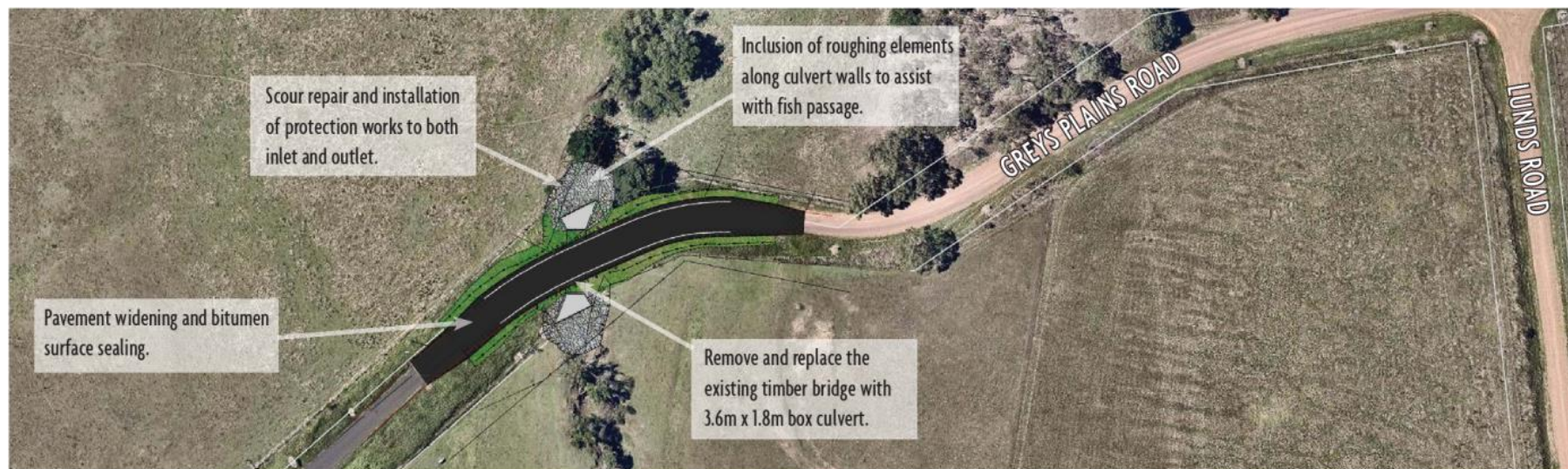
How do I find out more?

If you have any questions about this project please contact:

Ipswich City Council | Infrastructure Services Department

Phone | 07 3810 6666 (8:00am to 4:00pm Monday to Friday)

Email | ISProjects@ipswich.qld.gov.au



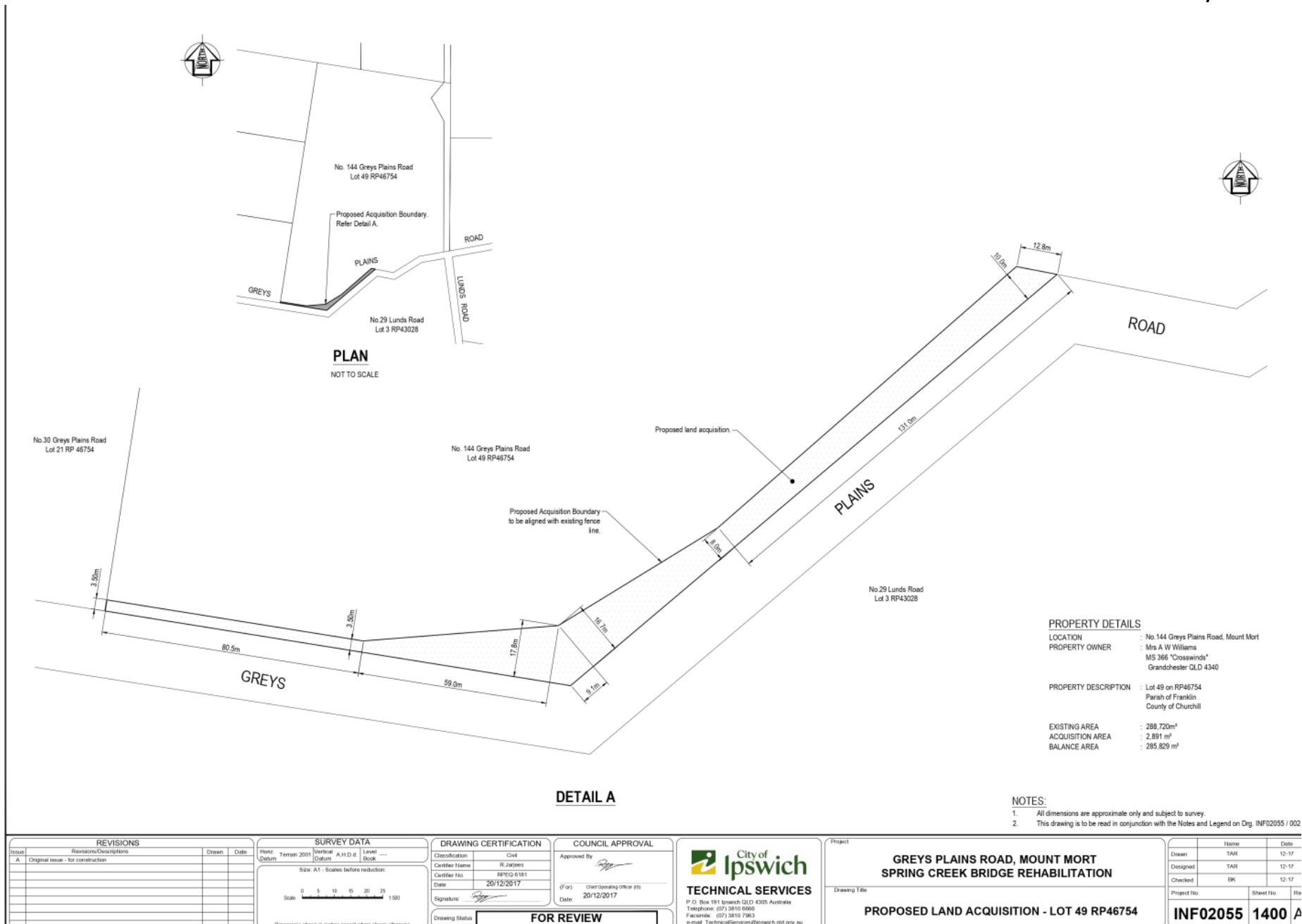
NTS

INF02055 - Greys Plains Road, Mount Mort - Proposed Timber Bridge Replacement



Produced by ICC Technical Services







Property Plan - 144 Greys Plains Road, Mount Mort

Scale 1:7,500
Printed Date: 25 Jan 2019

Doc ID No: A5424827

21 March 2019

TO: CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

FROM: SENIOR PROPERTY OFFICER

RE: ACQUISITION OF LAND FOR THE SPRING CREEK BRIDGE REHABILITATION PROJECT

INTRODUCTION

This is a report by the Senior Property Officer dated 21 March 2019 concerning the acquisition of land for road purposes for the Spring Creek Bridge Rehabilitation Project.

RELATED PARTIES

There are no related parties arising as a direct result of this report.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure.

PURPOSE OF REPORT/BACKGROUND

The proposed works for the Spring Creek Bridge Project will facilitate the replacement of the existing timber bridge with a new concrete box culvert. Construction is programmed for the 2019-2020 financial year.

The works involve pavement widening and bitumen surface sealing, removal and replacement of the existing timber bridge with a box culvert, scour repair and protection works to both the inlet and outlet and inclusion of roughing elements along the culvert walls to assist with fish passage, refer to Attachment 1.

To facilitate the upgrade and future maintenance of the proposed drainage infrastructure, an acquisition is required over the following property:

Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2,456m²). Refer to Attachment 2.

OPTIONS

Council has two options to progress the acquisition:

1. Resumption Agreement (if agreement with the Owner(s) can be reached)
Compulsory acquire the property by agreement under the *Acquisition of Land Act 1967 (ALA)*. Council and the Owner(s) collectively agree to the compulsory acquisition by way of a resumption agreement.
2. Resumption (if agreement with the Owner(s) cannot be reached)
Resume the land from the Owner(s) under the *Acquisition of Land Act*.
Compensation will be payable to the Owner(s) through the Land Court when agreement on compensation cannot be reached.

The acquisition of land will facilitate the installation of the new concrete box culvert and associated roadworks being constructed within a dedicated road reserve with improved road safety and flood immunity. The new structure will minimise the ongoing need for regular maintenance to the existing ageing timber bridge, minimise the risk of structural failure and maintain road connectivity.

RESOURCE IMPLICATIONS

Expenses relating to resumption by agreement of the easement will form part of the project budget from the Asset Rehabilitation Program. If an agreement cannot be reached and the property is resumed by Gazettal Notice, expenses relating to Land Court proceedings will also form part of the project budget.

RISK MANAGEMENT IMPLICATIONS

If the recommendations for the acquisition are not resolved, there will be delays to construction works for the bridge rehabilitation. Part of Greys Plains Road, Mount Mort is currently located within a private property which is an existing risk to the property owner and Council.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Acquisition of Land Act 1967
Local Government Act 2009

COMMUNITY AND OTHER CONSULTATION

The property owner was consulted on the acquisition of part of the property for road purposes. An onsite meeting was held discussing the preferred road alignment and bridge rehabilitation. Consultation with the property owner has shown support for Council to acquire the land.





CONCLUSION

On this basis, it is recommended that Council proceed with the compulsory acquisition of the following property as a “constructing authority” under the *Acquisition of Land Act*:

Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort (2,456m²).

In the first instance, Council will make all reasonable attempts to negotiate by agreement with the property owner(s) when issuing the notice of intention to resume (NIR). Therefore, Council will seek to compulsory acquire by way of resumption agreement with the property owner(s), however if this is unsuccessful, Council will exercise its power under the *Acquisition of Land Act 1967* and make application to the relevant Minister for the land to be taken.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Fact Sheet - Timber Bridge Replacement - Greys Plains Road, Mount Mort ↓ 
2.	Proposed Acquisition Plan - 144 Greys Plains Road, Mount Mort ↓ 
3.	Proposed Acquisition Area Plan - 144 Greys Plains Road, Mount Mort ↓ 
4.	Property Plan - 144 Greys Plains Road, Mount Mort ↓ 

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) exercise its power as a “constructing authority” under the *Acquisition of Land Act 1967* to acquire the following property for road purposes:
 - a. Part of Lot 49 on RP46754, 144 Greys Plains Road, Mount Mort
- B. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, and to do any other acts necessary to implement the Interim Administrator of Ipswich City Council’s decision in accordance with section 13(3) of the *Local Government Act 2009*, to acquire the land.

Brett McGrath
SENIOR PROPERTY OFFICER

I concur with the recommendations contained in this report.

Andrew Knight
CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

“Together, we proudly enhance the quality of life for our community”

Greys Plains Road, Mount Mort - Timber Bridge Replacement FACT SHEET | January 2019

The Project

Ipswich City Council is replacing the timber bridge with a new concrete box culvert.

The proposed scope of works will include:

- Removal of the existing timber bridge
- Installation of a new stormwater culvert crossing
- Installation of upstream and downstream protection works to the existing waterway
- Associated road works and road safety improvements
- Inclusion of roughing elements to assist with fish migration
- Minor service relocations to accommodate new works.

There will be partial road closures to carry out the works. Traffic control will be in place for the safety of local residents.

Project Timing

This Project is currently in design with construction expected in FY2019/20.

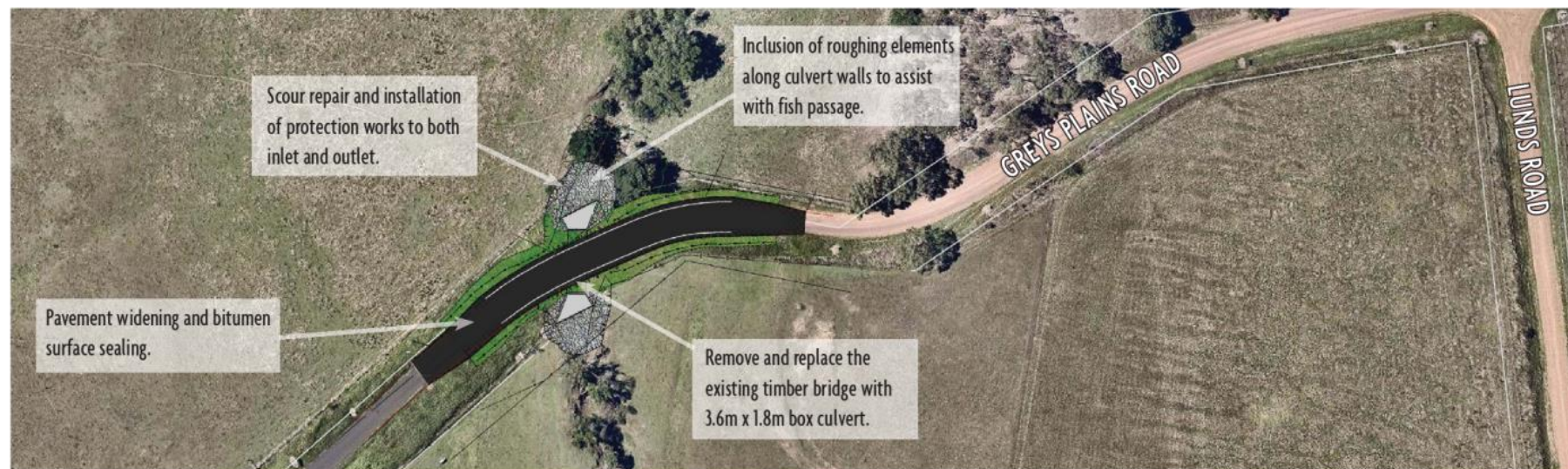
How do I find out more?

If you have any questions about this project please contact:

Ipswich City Council | Infrastructure Services Department

Phone | 07 3810 6666 (8:00am to 4:00pm Monday to Friday)

Email | ISProjects@ipswich.qld.gov.au



NTS

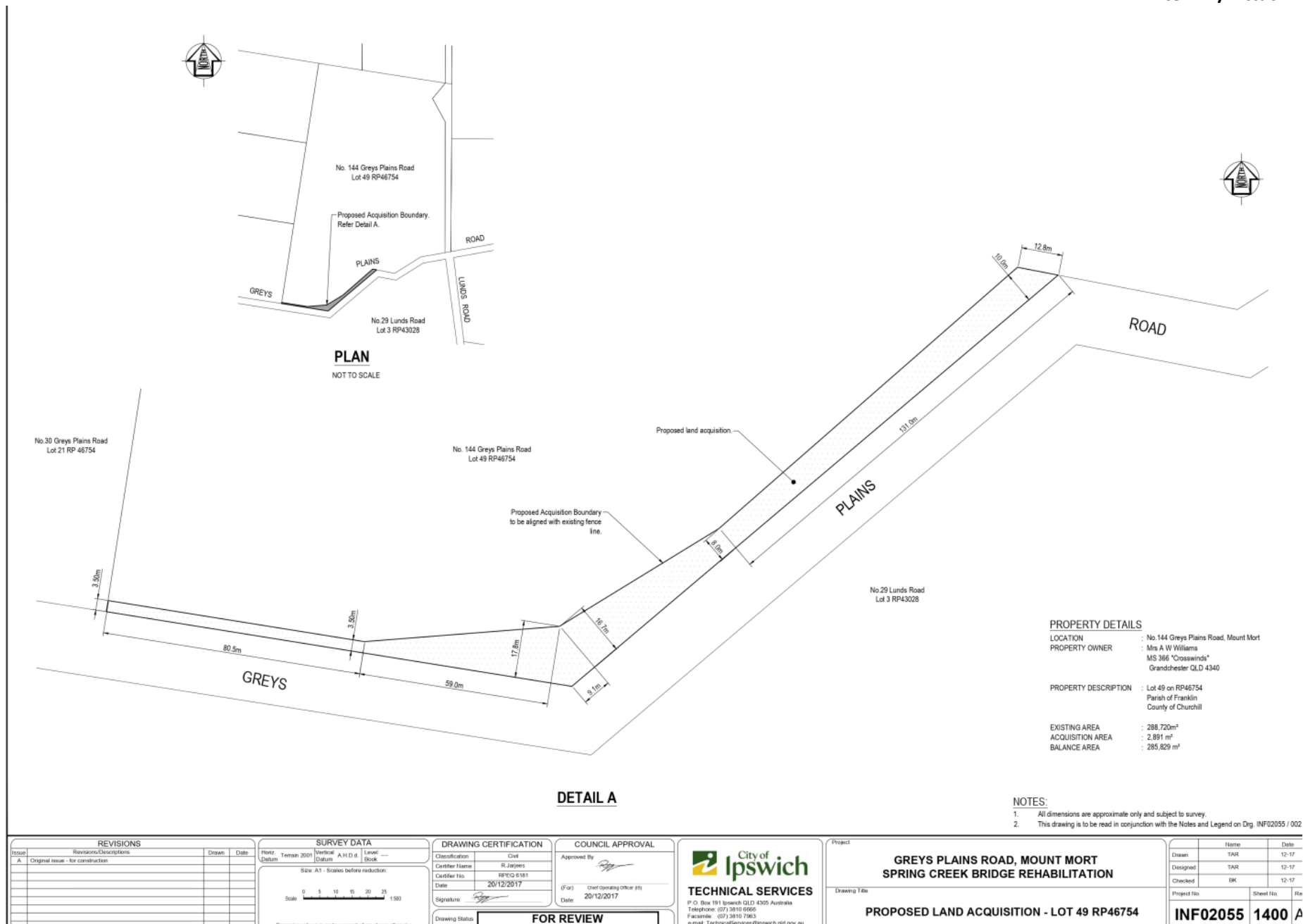
INF02055 - Greys Plains Road, Mount Mort - Proposed Timber Bridge Replacement



Produced by ICC Technical Services

Item 7 / Attachment 2.







Property Plan - 144 Greys Plains Road, Mount Mort

Scale 1:7,500
Printed Date: 25 Jan 2019

Doc ID No: A5426256

21 March 2019

TO: CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

FROM: SENIOR PROPERTY OFFICER

RE: ACQUISITION OF DRAINAGE EASEMENT FOR LODER ROAD, THAGOONA
DRAINAGE PROJECT AMENDMENT

INTRODUCTION

This is a report by the Senior Property Officer dated 21 March 2019 concerning amendments to the committee report titled "Acquisition of Drainage Easement for Loder Road, Thagoona Drainage Project Amendment, as detailed in the report by the Senior Property Officer dated 11 January 2019, adopted at the Growth and Infrastructure Committee No. 2019 (2) of 19 February 2019.

RELATED PARTIES

There are no related parties arising as a direct result of this report.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure.

PURPOSE OF REPORT/BACKGROUND

On 19 February 2019, a council resolution was passed concerning the acquisition of an easement for drainage purposes for the Loder Road Drainage Project. The easement is to facilitate the upgrade and future maintenance of the proposed drainage infrastructure over the following properties:

- Part of Lot 10 on RP85362, 33 Rosewood-Thagoona Road, Thagoona (2810m²)
- Part of Lot 7 on RP85362, 6-8 Thagoona-Haigslea Road, Thagoona (850m²)
- Part of Lot 245 on CH3147, 18-36 Thagoona-Haigslea Road, Thagoona (1683m²)

As a result of all drainage infrastructure including rock protection needing to be contained within a drainage easement, a number of amendments have been made to the proposed easement areas, including an addition of another property to be included in the easement area.

To facilitate the upgrade and future maintenance of the proposed drainage infrastructure, the following properties require additional easement areas:

- Part of Lot 7 on RP85362, 6-8 Thagoona-Haigslea Road, Thagoona (100m²)
- Part of Lot 6 on RP85362, 10 Thagoona-Haigslea Road, Thagoona (101m²)
- Easement 'A' of Lot 10 on RP85362, 33 Rosewood-Thagoona Road, Thagoona be increased by an additional 140m²

RESOURCE IMPLICATIONS

Expenses relating to resumption by agreement of the easement will form part of the project budget from the Flood Mitigation and Drainage Program. If an agreement cannot be reached and the property is resumed by Gazettal Notice, expenses relating to Land Court proceedings will also form part of the project budget.

RISK MANAGEMENT IMPLICATIONS

The risk of not resolving to acquire the additional easements will result in Council not meeting requirements stipulated by Council's external drainage consultant and/or infrastructure being constructed on private property without the legal protection for the infrastructure and authority to maintain and keep clear debris and obstructions to facilitate the natural flow of water.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

Acquisition of Land Act 1967

Local Government Act 2009

COMMUNITY AND OTHER CONSULTATION

The property owners have been consulted with regards to the proposed easements and the scope of works proposed have been explained in detail. A further on-site meeting was held to discuss the amendment to the easement areas for the preferred easement alignment. On-going consultation for the easements will be managed with the property owners for a reasonable outcome for all parties.

CONCLUSION







On that basis, it is recommended that Council proceed with the compulsory acquisition of the additional new easements and increase of area on Lot 10 on RP86352 over the following properties as a "constructing authority" under the Acquisition of Land Act:

- Part of Lot 7 on RP85362, 6-8 Thagoona-Haigslea Road, Thagoona (100m²)
- Part of Lot 6 on RP85362, 10 Thagoona-Haigslea Road, Thagoona (101m²)

- Easement 'A' of Lot 10 on RP85362, 33 Rosewood-Thagoona Road, Thagoona be increased an additional 140m²

In the first instance, Council will make all reasonable attempts to negotiate by agreement with the property owner(s) when issuing the notice of intention to resume (NIR). Therefore, Council will seek to compulsory acquire by way of resumption agreement with the property owner(s), however if this is unsuccessful, Council will exercise its power under the ALA and make application to the relevant Minister for the land to be taken.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Amended Easement Plan - 6-8 Thagoona-Haigslea Road, Thagoona  
2.	Easement Plan - 10 Thagoona-Haigslea Road, Thagoona  
3.	Amended Easement Plan - 33 Rosewood-Thagoona Road, Thagoona  

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) having duly considered this report dated 21 March 2019, be of the opinion that the following properties (shown in Attachments 1 and 2) ('the land') require an easement for drainage purposes:
 - a. Part of Lot 7 on RP85362, 6-8 Thagoona Haigslea Road, Thagoona (100m²)
 - b. Part of Lot 6 on RP85362, 10 Thagoona Haigslea Road, Thagoona (101m²)
 - c. Easement 'A' of Lot 10 on RP85362, 33 Rosewood-Thagoona Road, Thagoona be increased an additional 140m².
- B. That Council (Interim Administrator of Ipswich City Council) exercise its power as a "constructing authority" under the *Acquisition of Land Act 1967* and acquire the easements, (as described in Recommendation A of this report dated 21 March 2019) for drainage purposes.
- C. That the Chief Executive Officer be authorised to negotiate compensation and perform any other matters, arising out of the *Acquisition of Land Act 1967* or otherwise, and to do any other acts necessary to implement Council's decision to acquire this land in accordance with section 13(3) of the *Local Government Act 2009*.

Brett McGrath
SENIOR PROPERTY OFFICER

I concur with the recommendations contained in this report.

Andrew Knight
CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

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Item 8 / Attachment 1.



PLAN
Scale A



DETAIL PLAN
Scale B

PROPERTY DETAILS - EASEMENT A

LOCATION : 6-8 Thagoona Haigslea Road, Thagoona
PROPERTY OWNER : Mr J G King and Mrs Y F KING and
Mr J G King
PROPERTY DESCRIPTION : Lot 7 RP 85362
EXISTING AREA : 2,813 m²
EASEMENT AREA : 100 m²

PROPERTY DETAILS - EASEMENT B

LOCATION : 6-8 Thagoona Haigslea Road, Thagoona
PROPERTY OWNER : Mr J G King and Mrs Y F KING and
Mr J G King
PROPERTY DESCRIPTION : Lot 7 RP 85362
EXISTING AREA : 2,813 m²
EASEMENT AREA : 850 m²

NOTES:

- All dimensions are approximate only and subject to survey.
- This drawing is to be read in conjunction with the Notes and Legend on Dwg. INF03114 / 002.



Issue	Revisions/Descriptions	Drawn	Date
1	FOR 40% REVIEW	MM	JAN 19
2	FOR 60% REVIEW	MM	FEB 19
3	REISSUED FOR 80% REVIEW	MM	FEB 19

Horizontal Datum	Vertical Datum	A.N.D.d	Level Book
2011	2011		
Scale A	Scale B	Scale C	Scale D
1:1000	1:250	1:100	1:50

Classification	Certifier Name	Certifier No.	Date

Council Approval	Approved By	Date



Project	Drawing Title
LODER ROAD, THAGOONA DRAINAGE DESIGN	PROPOSED EASEMENT PLAN - LOT 7 RP 85362

Drawn	Checked	Project No.	Sheet No.	Rev
MM	MM	INF03114	1402	3

Item 8 / Attachment 2.



PLAN
Scale A



DETAIL PLAN
Scale B

PROPERTY DETAILS

LOCATION : 10 Thagoona Haiglea Road, Thagoona
PROPERTY OWNER : Mr J G King and Mrs Y F KING and
Mr J G King
PROPERTY DESCRIPTION : Lot 6 RP 85362
EXISTING AREA : 1,580 m²
EASEMENT AREA : 101 m²

NOTES:

1. All dimensions are approximate only and subject to survey.
2. This drawing is to be read in conjunction with the Notes and Legend on Drg. INF03114 / 002.



REVISIONS			
Issue	Revisions/Descriptions	Drawn	Date
1	FOR 80% REVIEW	HNW	FEB 19

SURVEY DATA			
Horizontal Datum	Vertical Datum	A.H.D. d	Level Book

DRAWING CERTIFICATION	
Classification	
Certifier Name	
Certifier No.	
Date	
Signature	
Date	
Drawing Status	

COUNCIL APPROVAL	
Approved By	
(For) Chief Operating Officer (s)	
Date	



Project	
Project Name	
Project No.	
Sheet No.	
Revision	

Project	
Project Name	
Project No.	
Sheet No.	
Revision	

Item 8 / Attachment 3.



PLAN
Scale A



DETAIL PLAN B
Scale B



DETAIL PLAN A
Scale B

PROPERTY DETAILS - EASEMENT B

LOCATION : 33 Rosewood Thagoona Road
PROPERTY OWNER : Mr G R Parson and Ms K L Johns
PROPERTY DESCRIPTION : Lot 10 RP 85362
EXISTING AREA : 52,960 m²
EASEMENT AREA : 800 m²

PROPERTY DETAILS - EASEMENT A

LOCATION : 33 Rosewood Thagoona Road, Thagoona
PROPERTY OWNER : Mr G R Parson and Ms K L Johns
PROPERTY DESCRIPTION : Lot 10 RP 85362
EXISTING AREA : 52,960 m²
EASEMENT AREA : 2,150 m²

NOTES:

1. All dimensions are approximate only and subject to survey.
2. This drawing is to be read in conjunction with the Notes and Legend on Drg. INF03114 / 002.



Issue	Revisions/Descriptions	Drawn	Date
1	FOR 40% REVIEW	MM/19	JAN 19
2	FOR 60% REVIEW	MM/19	FEB 19
3	REISSUED FOR 80% REVIEW	MM/19	MAR 19

SURVEY DATA	
Horizontal Datum	2011
Vertical Datum	A.H.D. d
Level Book	
Scale	A1 - Scales before reduction
Scale A	0 10 20 30 40 50 1:100
Scale B	0 2 4 6 8 10 1:250

DRAWING CERTIFICATION	
Classification	
Certifier Name	
Certifier No.	
Date	
Signature	
Date	
Drawing Status	80% REVIEW

COUNCIL APPROVAL	
Approved By	
(For)	Chief Operating Officer (s)
Signature	
Date	



Project	
Project Name	LODER ROAD, THAGOONA DRAINAGE DESIGN
Project Title	PROPOSED EASEMENT PLAN - LOT 10 RP 85362

Drawn	Checked	Project No.	Sheet No.	Rev
MM/19	MM/19	INF03114	1401	3

Doc ID No: A5435081

27 March 2019

TO: COMMERCIAL FINANCE MANAGER

FROM: PRINCIPAL OFFICER (CONTRACTS & PROCUREMENT)

RE: COUNCIL SERVICE RELOCATIONS - S235 OTHER EXCEPTIONS LOCAL
GOVERNMENT REGULATION 2012

INTRODUCTION

This is a report concerning evoking Section 235 'Other Exceptions' under the *Local Government Regulation 2012*. By resolution this will enable Council to enter into medium and large contractual arrangements when works are required to be undertaken by asset owners at the request of Council. These works will generally pertain the physical relocation of the asset, but may extend to other general asset works.

'Assets owners' for the purpose of this report can be defined as the owner of an asset which requires Council to request works or relocation activities be undertaken by the asset owner to enable the delivery of Council works.

RELATED PARTIES

Asset owners will generally be telecommunication carriers and utility providers which may include but not limited to;

- Telstra
- Allgas (APA)
- Energex
- NBN & Co Limited
- Optus
- AGL
- TPG
- ARNET

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

Historically, Council has engaged asset owners via a purchase order for the value of the works determined under a works agreement executed between Council and the asset owner. This works agreement is formed by the asset owner, and executed by an appropriate delegated authority within Council.

The *Local Government Regulation 2012* require Council to enter into a medium sized contractual arrangement with a supplier when the contract is expected to be worth more than \$15,000 but less than \$200,000 (ex gst) and large sized contractual arrangements with a supplier when the contract is expected to be worth more than \$200,000 (ex gst). Entering of these contracts is to occur by first inviting quotes or tenders.

When Council is required to enter into a contractual arrangement with an asset owner we are not entering into a contractor relationship, but facilitating the payment of recoverable works undertaken at Council request. Generally, these engagements would be considered under the *Local Government Regulation 2012* as medium sized contractual arrangements, though, on occasion these can extend into large sized contractual arrangements. Given the nature of the contractual relationship between Council and the asset owners it is not plausible for Council to tender or quote works on non-Council assets, nor dictate the use of a specific contractor.

Under Section 235, by resolution, Council may resolve that (a) there is only one supplier capable or (b) because of the specialised nature of the service it would be impractical for Council to invite quotes or tenders.

Through the application of S235 (b) Council will be able to transparently engage with the asset owners without additional administrative burden contributing to extended procurement and project timeframes.

The application of this exception shall extend only to works and relocations specifically related to the company's assets, it shall not extend to other goods or services provided by the asset owner.

RESOURCE IMPLICATIONS

No additional cost impacts. All asset relocation works are managed within the Capital works portfolio.

RISK MANAGEMENT IMPLICATIONS

In the event the recommendation within this report is not approved there will be an increased administrative burden of seeking individual Council resolutions. These resolutions will result in extended procurement processes and the potential to delay the delivery of the capital works portfolio.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

Local Government Act 2009

Local Government Regulation 2012

COMMUNITY AND OTHER CONSULTATION

Infrastructure Services have consulted Council's Legal Services Branch.

CONCLUSION

Council is routinely required to request telecommunication and utility asset owners to conduct works on or relocate their assets to facilitate the construction process for numerous Council projects any given financial year. The assets subject to this report are non-Council assets, meaning Council cannot tender or quote the required works. To ensure compliance with the *Local Government Act 2009* and maintain procurement transparency approval is sought to apply section 235(b) of the *Local Government Regulation 2012*.

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) resolve it is satisfied under section 235(b) of the *Local Government Regulation 2012 (Regulation)* that the exception under s235(b) of the *Regulation* applies and that the telecommunication and utility providers are the only suppliers reasonably available to provide relocation services and other general works for the following reason:
 - 1. The assets are owned by the telecommunication and utility providers and as such, they are solely responsible for works associated with these assets.
- B. That Council (Interim Administrator of Ipswich City Council) enter into individual contracts with telecommunication and utility providers as required for the provision of non-Council asset associated works.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contracts to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

Tamara White

PRINCIPAL OFFICER (CONTRACTS & PROCUREMENT)

I concur with the recommendations contained in this report.

Cathy Murray

COMMERCIAL FINANCE MANAGER

I concur with the recommendations contained in this report.

Charlie Dill

CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

“Together, we proudly enhance the quality of life for our community”

Doc ID No: A5418337

26 March 2019

TO: CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)
FROM: COMMERCIAL FINANCE MANAGER
RE: INFRASTRUCTURE DELIVERY PROGRESS AS AT 26 MARCH 2019

INTRODUCTION

This is a report by the Commercial Finance Manager dated 26 March 2019 concerning the Infrastructure Services monthly activity report for March 2019.

RELATED PARTIES

There are no related party matters associated with this report.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure.

PURPOSE OF REPORT/BACKGROUND

Council's Department of Infrastructure Services is the lead service provider in the Ipswich community for the planning and delivery of the city's transport and municipal capital infrastructure. This includes Strategic Transport and Investment Planning, Program Management, Design and Survey, Procurement, Project Management and Construction.

The Infrastructure Services Monthly Activity Report (Attachment 1) is attached for the month March 2019.

RESOURCE IMPLICATIONS

There are no resourcing or budget implications.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

LEGAL / POLICY BASIS

Not applicable.


COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation.

CONCLUSION

The Infrastructure Services Monthly Activity Report provides a status of Infrastructure Services key activities for the 2018-2019 Infrastructure Services Capital Works Portfolio and Operational Projects.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Infrastructure Services Monthly Activity Report March 2019 ↓ 
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RECOMMENDATION

That the report be received and the contents noted.

Cathy Murray

COMMERCIAL FINANCE MANAGER

I concur with the recommendations contained in this report.

Charlie Dill

CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

“Together, we proudly enhance the quality of life for our community”

Infrastructure Services

Monthly Activity Report
March 2019
Presented by Charlie Dill



ipswich.qld.gov.au



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Table of Contents

Introduction	3
Capital Portfolio.....	4
Progress Summary	4
Planning	5
Community	6
Opening/Media Events	6
Media Releases/Articles Published.....	6
Schedule.....	7
Key Capital Project Updates.....	7

Glossary of Terms

Term / Acronym	Description
CO	Financial carry-over from previous financial year
EOFY	End of Financial Year
FFC	Forecast Final Cost
FY	Financial Year
FYTD	Financial Year to Date
ICC	Ipswich City Council
IS	Infrastructure Services Department

Introduction

Council's Infrastructure Services (IS) department is the lead service provider in the Ipswich community for the planning and delivery of the city's transport and municipal capital infrastructure. This includes Strategic Transport and Investment Planning, Program Development, Traffic Engineering and Road Safety Advice, Program Management, Design and Survey, Procurement, Project Management and Construction.

The IS Department's activities are delivered through its four (4) Branches:

- Infrastructure Planning, comprising of:
 - Transport Planning
 - Infrastructure Planning
 - Management of Customer Service Requests related to transport, traffic and local drainage
 - Manage and operate the traffic signal network and intelligent transport systems
- Program Management and Technical Services, comprising of:
 - Program Management and Coordination Section (Pre-Tender Management)
 - Technical Services Section (Design, Survey, Geotech)
- Construction, comprising of:
 - Transport Delivery
 - Municipal Works Delivery (Open Space, Drainage, Facilities, Divisional works)
- Business Support, comprising of:
 - Contracts and Procurement
 - Performance and Controls
 - Estimation
 - Scheduling

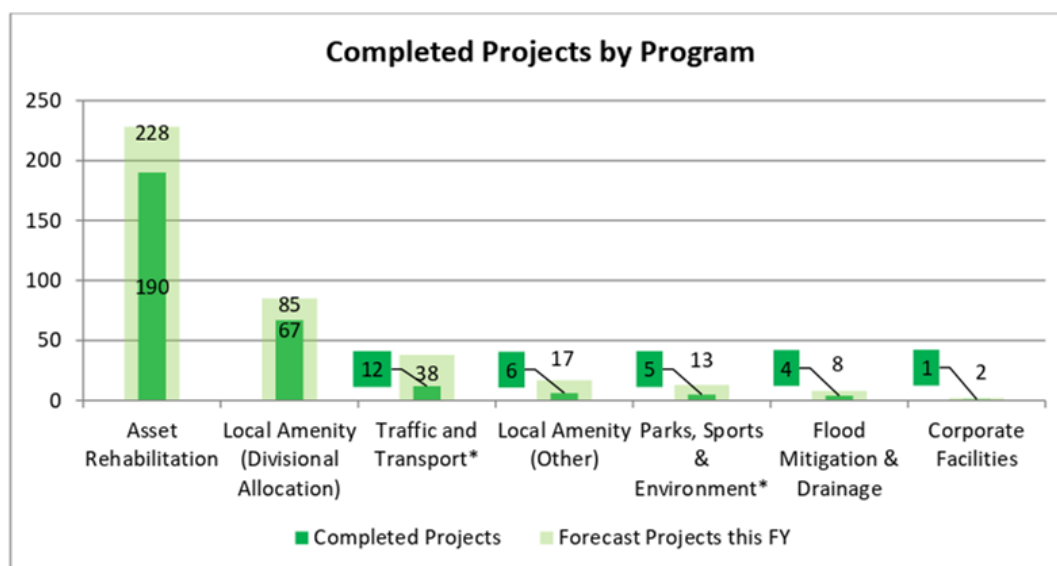
This monthly activity report, dated 26 March 2019, provides a status of Infrastructure Services key activities for the 2018-2019 Infrastructure Services Capital Works Portfolio.

"Trusted Advisor to Council for Infrastructure Planning, Design and Delivery"

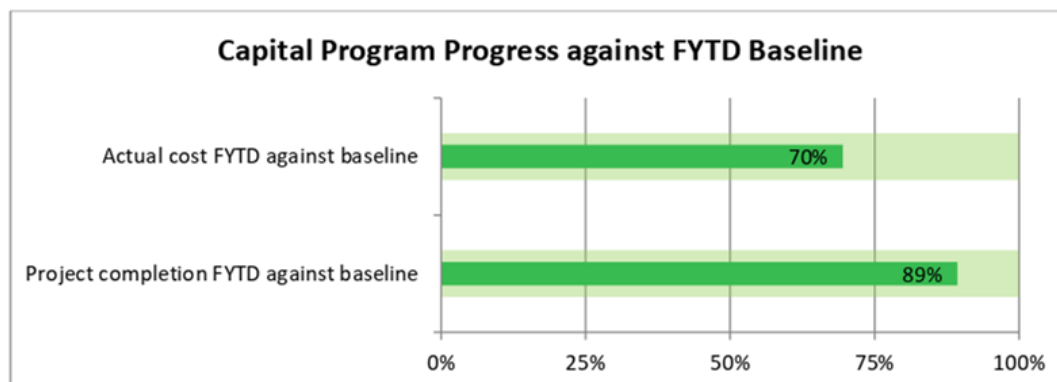
Capital Portfolio

Progress Summary

Infrastructure Services (IS) department has completed 291 of 391 construction projects in 2018-2019, approximately 74% of the Capital Portfolio. Financial year to date IS has completed approximately 89% of the Capital Portfolio projects against baseline. Of the 177 projects carried over from the 2017-2018 financial year 166 have been completed.



* Includes projects funded over multi-financial years, of which there are seven (7).



Capital program spend differential, baseline to actual, is attributable to a small number of large value projects. Regulatory development approvals, service relocations and contractual delays have resulted in interruptions to the delivery of these projects. Budget Amendment BAv2 was adopted on 19 March 2019 reducing the Council Approved Budget for IS Deliverable component of the 2018-2019 Capital Portfolio to \$75.9 million. This change will be reflected in the next activity report.

Planning

The recommended actions outlined in iGO, continue to be progressed; including strategy and policy development, investment and corridor planning, grant applications, project scoping, feasibility and provision of transport and traffic advice.

Norman Street Bridge Preliminary Business Case – (iGO Action R9). The Preliminary Business Case to “Address Congestion, Cross River Connectivity and Network Resilience in the Ipswich City Centre” is in progress with review of the draft report by Council officers to be completed in March 2019. Internal comments are currently being collected, compiled and prepared for sending to the consultant for updating and amending.

10 Year Transport Infrastructure Investment Plan (10 Year TIIP) – (iGO Action D8). The 10 Year TIIP provides intelligence for logical and effective program management and the delivery of major transport projects including effective planning, design, procurement, pre-construction and construction processes. The draft three (3) Year Plan has been amended to account for Budget Amendment Version 2 and the Draft 10YTIIP is being amended to reflect the revised 3 Year program.

iGO Public Transport Advocacy and Action Plan – (iGO Action PT7). This project will identify short, medium and long term improvements to the public transport system and advocacy strategies. The draft report, now reviewed by Council officers, is in the process of being finalised by the consultant. ICC Marketing have been engaged to assist with the preparation of a summary public version which will be reported to Council in the future.

iGO Parking Pricing Strategy – (iGO Action P6). The project will identify short, medium and long term pricing actions, technologies, zones, pricing models etc. to effectively manage short and long stay parking arrangements in the Ipswich City Centre and the Springfield Town Centre. The first working paper and internal stakeholder workshop are complete and the second working paper is expected to be received by the end of March 2019.

iGO Road Safety Action Plan – (iGO Action R10). The project will identify short, medium and long term road safety actions for the Ipswich road network with the aim to eliminate the number of serious crashes across the city which result in death and serious injury. A technical consultant has been appointed to assist with the formulation of the plan and the project inception meeting has been set for 26 March 2019.

iGO Intelligent Transport Systems Action Plan – (iGO Action R5). The project involves the development of a strategic plan for road based technologies. The final report was endorsed at the Council meeting on 26 February 2019. This plan is now complete.

Deebling Creek Bikeway Corridor Plan – (iGO Action AT9 and iGO ATAP Action 1.4). A corridor planning study for a new bikeway along Deebling Creek between Carr Street (Ipswich) and the Cunningham Highway (Yamanto/ Flinders View). The study is complete and a preferred alignment has been identified. A committee report has been prepared and will be submitted at the next Growth and Infrastructure Committee meeting.

Redbank Plains Road Stage 4 Corridor Plan – (iGO Action R1). A corridor planning study for the upgrade of Redbank Plains Road between the Cunningham Highway and Collingwood Drive. Project inception is completed with identification of constraints, opportunities and design standards currently underway. An options engineering workshop is to be held in March 2019.

Community

The focus of consultation efforts related to the following projects within the Capital Portfolio of Works delivery program:

- Hunter Street, Brassall
- Redbank Plains Road Stage 3, Redbank Plains
- Brisbane Street, West Ipswich
- Western Ipswich Bikeway Link, West Ipswich
- Old Toowoomba Road, One Mile
- Blackstone/South Station Road, Silkstone
- Trevor Street, Bellbird Park
- Henry Street, Brassall
- Law Street, Bundamba
- Loder Road, Thagoona
- Francis & Rose Lane, Sadliers Crossing

Opening/Media Events

There were no media events held in March 2019.

Media Releases/Articles Published

Articles published during March 2019 related to the following projects within the Capital Portfolio of Works delivery program:

Project	Date	Issue
Cobb and Co, Rosewood Ipswich St, Grandchester	5 March	Media Enquiry for all division 10 projects –Boonah Newspaper.
Playground Gym Equipment	15 March	Media article regarding the temporary closure of 4 parks – Queensland Times.
Traffic Hacks	Various	Several Facebook posts regarding traffic changes due to Infrastructure Services works posted by Media Branch based on InfoPage information.

Schedule

Key Capital Project Updates

- **Rosewood Library** – Procurement activities are in progress with tender evaluation complete. Preparation of the report to Chief Operating Officer and Committee will commence towards end of March 2019 with contract formation to be finalised in early April 2019 with a target of endorsement of preferred contractor for the April 2019 Committee meeting. All outstanding items related to Building approval have been closed out. Applications for new services are in progress.
- **2017 - 2018 Road Resurfacing Program** – Resurfacing works completed in Divisions 2 to 7, 9 and 10. Division 1 package 2 is currently awaiting purchase order approval from the CEO. Currently awaiting a response for works involving water blasting or dry-matting that have excess bitumen.
- **Kerb and Channel (K&C) Program** – Six (6) out of the 16 projects are complete. All other projects have commenced, are awarded or are in the final stages of contractor procurement. Concept and detailed design works for 2019-2020 projects are well underway with the aim of having a number of detailed designs completed and handed over to construction at the commencement of the new financial year.
- **Redbank Plains Stage 3** – Detailed design is progressing toward the second of four design milestones which is now expected to be submitted in May 2019. The delay is largely due to impact assessment and detailed design timeframes of third party service authorities.
- **Old Toowoomba Road, Leichhardt** – Survey set-out of construction activities and extent of works underway. Contractor is potholing services for location purposes. Water main installation and APA works commencing April.
- **Brisbane Street, West Ipswich** – Service relocations estimate to complete in May 19. Civil contractor to commence immediately thereafter. Scop of works include road widening, water main installation and water reticulation, stormwater upgrades and traffic intersection upgrade.
- **Blackstone/South Station Roads – Intersection upgrade** – Completion on target June 2019.
- **Marsden Parade realignment** – Tender released for demolition works relating to the service Station and adjacent buildings. Potential time and cost impacts have been identified which are characteristic in this type of project.
- **Western Ipswich Bikeway Link** – Footpath works are continuing along Hooper Street as well as Omar Street between Clay and Roderick Street, with an expected completion of footpath works by end of March. Road works along Pound Street and pavement surfacing works along Omar Street will be completed within the first week of the Easter school holidays. Energex are scheduled to undertake relocation works April to allow the remainder of the project to be completed. It is anticipated that all works will be completed by June 2018.



Doc ID No: A5433957

27 March 2019

TO: INFRASTRUCTURE PLANNING MANAGER
FROM: PRINCIPAL ENGINEER (INFRASTRUCTURE PLANNING)
RE: HEAVY VEHICLES TRAVELLING ALONG BRISBANE TERRACE, GOODNA

INTRODUCTION

This is a report by the Principal Engineer (Infrastructure Planning) concerning heavy vehicles travelling along Brisbane Terrace, Goodna to access the Redbank Industrial Peninsula.

RELATED PARTIES

Parties related to this matter include the following:

- Residents
- Business/industry
- Queensland Department of Transport and Main Roads (TMR)
- Ipswich City Council

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure

In particular, it aligns with Strategy 3 of this theme: 'Provide a transport system that supports the safe, reliable and sustainable movement of people and goods for all travel modes'.

PURPOSE OF REPORT/BACKGROUND

The Redbank Industrial Peninsula (The Peninsula) is zoned as a 'Regionally Significant Business and Industry' area under the Ipswich Planning Scheme. The industrial area is bounded by Brisbane Terrace to the south, which is identified as a sub-arterial road under Council's road hierarchy. A locality plan and an outline of the surrounding road network can be found in Attachment 1.

Apart from the Council zoning, The Peninsula is located within the South West Industrial Corridor which is recognised as a Regional Economic Cluster in *Shaping SEQ*, the South-East Queensland Regional Plan 2017. The Monash Road bridge, which provides access to The Peninsula from the Ipswich Motorway via Francis Street, was constructed as a joint venture between Council and the State Government as part of the Ipswich Motorway – Darra to Dinmore Upgrade Project. Prior to construction of the Monash Road bridge, the only access

into The Peninsula was via Brisbane Terrace. The Monash Road bridge was considered a gateway project to support this regionally significant area.

Since provision of this access, there has been significant growth within the precinct with economic benefits to the City, Region and State. However, it has also introduced a high number of heavy vehicles travelling to and from the area and resulted in more commercial traffic travelling on the local road network to access the industrial precinct. Local communities have expressed concerns to both State Members and Council suggesting it is affecting the amenity of their area. There has been a suggestion that Council should undertake compliance activities and/or impose restrictions on the type of vehicles that travel along Brisbane Terrace.

In an attempt by Council to minimise heavy vehicle utilisation on the local road network, particularly along Brisbane Terrace through Goodna and Redbank, conditions have been placed on development in The Peninsula. These development conditions prohibit heavy vehicles from using Brisbane Terrace. This development condition is not relevant to historic industrial uses within the area. Council has also undertaken education activities within some industries to encourage and provide information on the most appropriate access to the Redbank Industrial Peninsula via more suitable road networks.

Traffic count data collected over the past few years has indicated that the percentage of heavy vehicles utilising Brisbane Terrace has seen a slight increase in recent years. Table 1 below outlines the percentage of heavy vehicles over the past five years.

Table 1 – Heavy Vehicle Traffic Count Data for Brisbane Terrace (approximately 340m east of Monash Road)

Traffic Count Date (MM/YY) ¹	Direction	Average Annual Daily Traffic (AADT)	Heavy Vehicles (% of Total vehicles)	Heavy Vehicles Requiring a Permit (as % of Total Vehicles)
10/14	Eastbound	1083	10.3	0.2
	Westbound	1456	12.4	0.1
10/15	Eastbound	1167	12	0.6
	Westbound	1683	14.6	0.4
10/16	Eastbound	1193	12.17	0.8
	Westbound	1726	15.15	0.5
10/17	Eastbound	1218	13.02	0.8
	Westbound	1778	16.08	0.6
10/18	Eastbound	1358	10.45	0.6
	Westbound	2045	17.33	0.5

1-Surveys were undertaken for an average period of 1 week

It should be noted that although there has been a slight increase in the percentage of heavy vehicles travelling along Brisbane Terrace, this may be attributed to the current construction activities within The Peninsula (e.g. the Australia Post distribution centre). The data above does not necessarily reflect the baseline of normal business activities once industries are established and operational. Council will continue to undertake traffic counts to monitor heavy vehicle trends.

In addition, the data has outlined that there are some vehicle types travelling along Brisbane Terrace that require a heavy vehicle permit to travel along this route. This is represented in the 'Heavy Vehicles Requiring a Permit' column in Table 1 above. This information will be shared Queensland Department of Transport and Main Roads (TMR) compliance officers to enable them to target their enforcement activities.

RESOURCE IMPLICATIONS

Capital Finance

This report is not anticipated to have any impact on Capital Finance.

Operational Finance

This report is not anticipated to have any impact on Operational Finance.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

Planning and Development Approvals

As previously mentioned, a number of developments within The Peninsula have received development approval with the condition that heavy vehicles are to avoid Brisbane Terrace. Table 2 below outlines these development conditions:

Table 2 – Development Conditions regarding access into the Redbank Industrial Peninsula

Condition	The time by which the condition must be met, implemented or complied with
Access, Parking and Manoeuvring Areas	
Site access for heavy vehicles <u>must not</u> be along the following routes: i) Brisbane Terrace (east of Monash Road); or ii) Brisbane Road (west of the roundabout with Bridge Street).	From the commencement of the use and at all times thereafter
Condition above does not prohibit heavy vehicles using the above routes in the event that: i) Access via Francis Street / Monash Road overpass is temporarily closed or redirected as a result of an emergency or works; or ii) There is a delivery in the suburb of Goodna or Redbank (area north of the Ipswich Motorway	From the commencement of the use and at all times thereafter

only) which necessitates the use of these routes	
--	--

The above conditions also outline that 'Heavy Vehicles' are to be read in conjunction with the Heavy Vehicle definition outlined in Council's *Local Law No. 5 – Parking* being the following:

- i) A vehicle or combination of vehicles (including an adjunct vehicle) that has a gross vehicle mass (GVM) of more than 4.5 tonnes, or has a total length of in excess of 7.5 metres;
- ii) A trailer or semi-trailer standing alone which has a GVM of 3 or more tonnes or has a length exceeding 5 metres;
- iii) Any vehicle of whatever size equipped to carry, by whatever means, a motor vehicle;
- iv) A tractor;
- v) Any vessel whose length exceed nine (9) metres;
- vi) Any other vehicle or equipment which is consistent with those vehicles listed above.

As previously mentioned, there are a number of industries within The Peninsula to which these restrictions do not apply. Furthermore, the conditions outlined above pose challenges regarding Council's ability to effectively undertake enforcement measures. Council's compliance officers have undertaken some enforcement against these conditions, however it should be noted that these are resource intensive whereby officers have been required to monitor and follow vehicles to their destinations to determine if they are indeed operating against their development approvals.

Council compliance officers have spoken to industries who are subjected to these development approvals to encourage travel via the preferred access routes and not along Brisbane Terrace. Apart from the above development conditions, Brisbane Terrace is a general access road and therefore, under existing Queensland heavy vehicle legislation, heavy vehicles up to a semi-trailer type are permitted to travel on it. Any vehicles travelling on Brisbane Terrace above a semi-trailer require a special heavy vehicle permit and compliance activities on these vehicles are undertaken by the TMR compliance officers.

Manual of Uniform traffic Control Devices

The Queensland Manual of Uniform traffic Control Devices (MUTCD) contains the design of, the methods, standards and procedures in relation to every traffic control device (i.e sign, signal, marking, light or other device) installed on a road. This is legislated through the *Transport Operations (Road Use Management) Act 1995* (TORUM), whereby TORUM states that "An official sign must be installed in a way specified by the Queensland Manual of Traffic Control Devices (MUTCD)".

Installing a load limit along a carriageway needs to adhere to the MUTCD. Generally, load limits are imposed on carriageways whereby a structure or an asset requires protection. These can often be seen in proximity to bridges or culverts where vehicles of a certain

weight are restricted to protect this asset and from heavy vehicles imposing further degradation to the structure.

The MUTCD does also make provision for a load limits to be imposed along road sections, however, these are generally to protect further degradation of an asset such as pavement integrity. In the case of Brisbane Terrace, given the road hierarchy and the heavy vehicle volumes / percentage, the current pavement is fit for purpose to take heavy vehicle loads and the implementation of a load limit would be arbitrary and difficult to justify.

It should also be noted that the MUTCD also states that it is mandatory that if a load limit is applied, there must be a suitable detour for those restricted vehicles to travel past the restricted area back onto the original route. Should a load limit restriction be placed along Brisbane Terrace, the most likely detour for heavy vehicles would be along Layard Street to the east and Monash Road to the west and then onto the Ipswich Motorway. However, it should be noted that any load limits imposed along Brisbane Terrace would prevent many classes of vehicles from accessing this area, and would have effect on delivery vehicles, removalist trucks, buses etc. It would also prohibit vehicles such as Council refuse trucks from undertaking collection services.

Given the above, it is considered inappropriate to impose a load limit on Brisbane Terrace.

National Heavy Vehicle Regulator

The National Heavy Vehicle Regulator (NHVR) is a national administrator of heavy vehicle operators and routes across the nation for all heavy vehicles over 4.5 Tonnes. The aim of the NHVR is to improve safety and productivity in the heavy vehicle transport industry, minimise the compliance burden and reduce duplication and inconsistencies across states and territory borders.

On review of the route planning for access to The Peninsula, no heavy vehicle routes are shown along Brisbane Terrace. The journey planner under the NHVR directs vehicles via Francis Street and Monash Road, which is the preferred routes for motorists to be entering and leaving The Peninsula.

Translink

It is important to note that Brisbane Terrace has a bus route, being Route 500 (Riverlink Shopping Centre to Goodna Station and vica versa). Any load limit imposed along Brisbane Terrace would affect this service which is not desirable.

Compliance

Due to the inability of Council to assess vehicle weights, Council would remain powerless to enforce any load limit signage installed on Brisbane Terrace. The enforcement of load limits would remain subject to the availability of TMR resources.

COMMUNITY AND OTHER CONSULTATION

Queensland Department of Transport and Main Roads

Council has currently sought assistance from TMR regarding the placement of additional directional signage on the Ipswich Motorway to advise motorists of the most appropriate exits to access The Peninsula. The letter to TMR can be viewed in Attachment 2.

Business/Industry

As previously mentioned, Council has undertaken compliance checks with a number of industries within The Peninsula which are required under their development approval conditions to avoid the use of Brisbane Terrace by any heavy vehicles.

Google



Council has made a request to Google to make alterations to any predetermined routes listed on google maps, to redirect vehicle routes to avoid Brisbane Terrace. Council has outlined to Google that the preferred route to The Peninsula is along the Ipswich Motorway, exiting at Mine Street, then travelling via Francis Street up to Monash Road and vica versa when leaving The Peninsula. Council have not yet received a response.

CONCLUSION

Council has received concerns from the local residential community regarding the volume of heavy vehicles travelling along Brisbane Terrace, Goodna to access the Redbank Industrial Peninsula. Council has undertaken a comprehensive review of the existing situation and has noted the following:

- Brisbane Terrace is a sub-arterial road which currently facilitates a Translink bus routes and has been designed for higher volumes of traffic (including heavy vehicles up to a semi-trailer). This is supported by law as it is considered ‘a general access road’;
- Traffic counts undertaken by Council have revealed that the percentage of heavy vehicles has slightly increased in recent years however this could be attributed to the intensity of current construction activities within the industrial estate;
- There are currently no issues identified in relation to the structural integrity of road infrastructure at this location and therefore the implementation of a load limit would be arbitrary and difficult to justify. In addition, Council are unable to undertake enforcement action regarding any load limits and therefore this activity would remain the responsibility of TMR;
- Council are unable to undertake enforcement action regarding any load limits; and
- Council have taken many steps within its legal jurisdiction to promote the preferred routes for heavy vehicle, however ultimately it cannot control the routes chosen by heavy vehicle operators.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Locality plan of the Redbank Industrial Peninsula and the surrounding road network 
2.	Letter to TMR concerning the proposed direction signs on the Ipswich Motorway to the Redbank Industrial Peninsula 

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

That Council continue to monitor traffic data on Brisbane Terrace, Goodna, particularly the percentage of heavy vehicles, as part of its annual citywide strategic traffic count program.

Mary Torres

PRINCIPAL ENGINEER (INFRASTRUCTURE PLANNING)

I concur with the recommendations contained in this report.

Tony Dileo

INFRASTRUCTURE PLANNING MANAGER

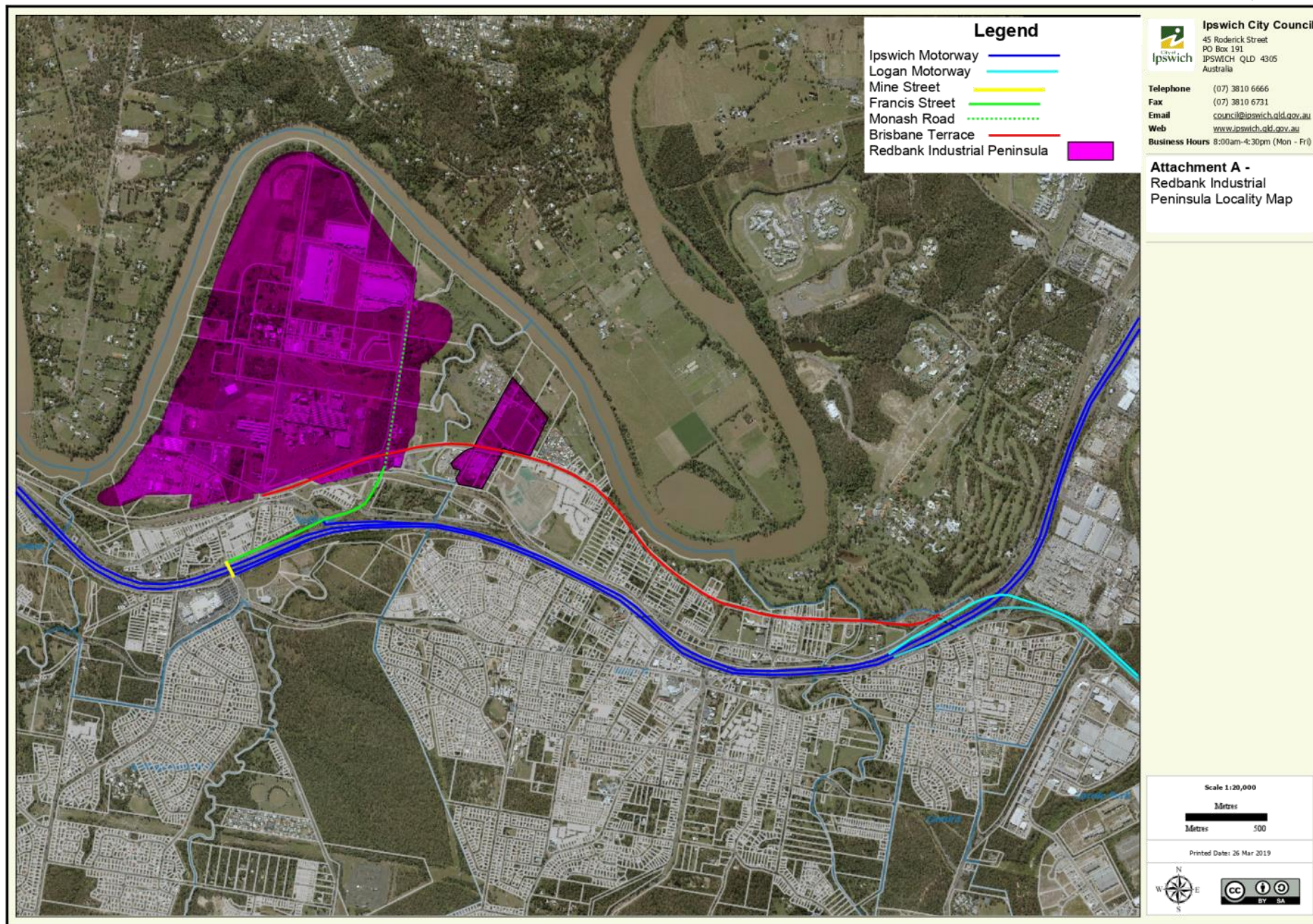
I concur with the recommendations contained in this report.

Charlie Dill

CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

“Together, we proudly enhance the quality of life for our community”

Item 11 / Attachment 1.



Your reference
Our reference AS410663
Contact Officer Mary Torres
Telephone 3810 6666



Ipswich City Council

45 Roderick St
PO Box 191
Ipswich QLD 4305
Australia

Tel (07) 3810 6666
Fax (07) 3810 6731
Email council@ipswich.qld.gov.au
Web www.ipswich.qld.gov.au

Patrick Dennehy
Regional Director (Metropolitan)
Department of Transport and Main Roads
PO Box 70
SPRING HILL QLD 4004

11 March 2019

Dear Mr Dennehy

**RE: PROPOSED DIRECTION SIGNS ON THE IPSWICH MOTORWAY TO REDBANK
INDUSTRIAL PENINSULA**

The Redbank Industrial Peninsula is a regionally significant business enterprise industrial area. This industrial precinct is located within the South West Industrial Corridor which is recognised as a Regional Economic Cluster in *Shaping SEQ*, the South-East Queensland Regional Plan 2017. The Monash Road bridge, which provides access to the industrial area from the Ipswich Motorway via Francis Street, was constructed as a joint venture between Council and the State Government as part of the Ipswich Motorway – Darra to Dinmore Upgrade Project. This was considered a gateway project to support this regionally significant area. Since provision of this access, there has been significant growth within the precinct which has introduced a high number of heavy vehicles travelling to and from the area. Unfortunately however, it has also resulted in a higher volume of commercial traffic travelling on the local road network to access the industrial precinct. Local communities have expressed concerns to both State Members and Council suggesting it is affecting the amenity of their area.

In an attempt by Council to minimise heavy vehicle utilisation on the local road network, particularly along Brisbane Terrace through Goodna and Redbank, conditions have been placed on development in the precinct. Council has also undertaken education activities within some industries to encourage and provide information on the most appropriate access to the Redbank Industrial Peninsula via more suitable road networks.

To supplement Council's efforts, it would be appreciated if the Department of Transport and Main Roads could consider installation of direction signs along the Ipswich Motorway advising motorists of the most appropriate exits to access the Redbank Industrial Peninsula. There are provisions in Part 15 of the MUTCD – *Direction signs, information signs and route numbering* that would support this request. There are signs that could be used for the

purpose of signing to the Redbank Industrial Peninsula, and Council has noted these as an attachment to this letter for further consideration.



We are looking forward to a favourable response in this regard. Should you wish to further discuss this matter please contact Mary Torres, Council's Principal Engineer (Infrastructure Planning) on 3810 6666.

Yours Faithfully,



Charlie Dill
**CHIEF OPERATING OFFICER
INFRASTRUCTURE SERVICES**
Encl.

Proposed Direction Signs on the Ipswich Motorway to Redbank Industrial Peninsula

Sign Example	Comments
 <p>GE1-8-1</p> <p>GE1-8-2</p>	<p>These signs are recommended for use where there may be the requirement to access a major traffic generator other than a named town / suburb. We see these as being potentially relevant to this situation. If considered unsuitable, a suggested alternate could be "Redbank Industrial Peninsula ... Use Redbank Exit (exit 31)"</p>
	<p>Section 5.3 of Part 15 of the MUTCD outlines there can also be non-standard information signs developed with a special legend. The sign example shown are currently installed on the Ipswich Motorway and would be considered non-standard information signs. Council would be happy to work with TMR to develop an appropriate message to advise motorists, in particular heavy vehicles, which route to travel on to get to the Redbank Industrial Peninsula.</p>

Doc ID No: A5395648

8 March 2019

TO: PRINCIPAL TRANSPORT PLANNER
FROM: SENIOR TRANSPORT PLANNER
RE: DEEBING CREEK BIKEWAY CORRIDOR PLAN - STAGES 2 TO 5

INTRODUCTION

This is a report by the Senior Transport Planner dated 8 March 2019 concerning the outcomes of a corridor planning study for stages 2 – 5 of the Deebing Creek Bikeway.

RELATED PARTIES

Due to the confidential nature of this information, the related parties to the project are contained in Confidential Attachment 1.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure.

PURPOSE OF REPORT/BACKGROUND

Strategic Context

The *City of Ipswich Transport Plan* (iGO) is Council's masterplan for Ipswich's transport future. To meet the vision and objectives of iGO, aspirational mode share targets have been set and a list of actions for each element of the transport system provided. One such action for active transport has been identified as "*AT 9: Undertake route and corridor studies (and if feasible, deliver) on strategic commuter bikeway corridors as outlined on Map 5*".

iGO (Map 5), the Queensland Government *South-East Queensland Principal Cycle Network Plan* (SEQ PCNP) and the *iGO Active Transport Action Plan* (ATAP) identify a north-south Principal Cycle Route connecting the Ipswich City Centre to Ripley Valley via Raceview, Flinders View/ Yamanto and in proximity to Deebing Creek (refer to Figure 1 over). For planning purposes, this route is referred to as the *Deebing Creek Bikeway* and it will form the active transport spine to access the Ipswich CBD from the southern suburbs of Ipswich. The Deebing Creek Bikeway has been identified in the SEQ PCNP and iGO ATAP as one of the highest priority Principal Cycle Routes in Ipswich to deliver.

Figure 1 – Excerpt from iGO Map 5 – Active Transport Map



* All route alignments and configurations shown are subject to future investigation and corridor planning.

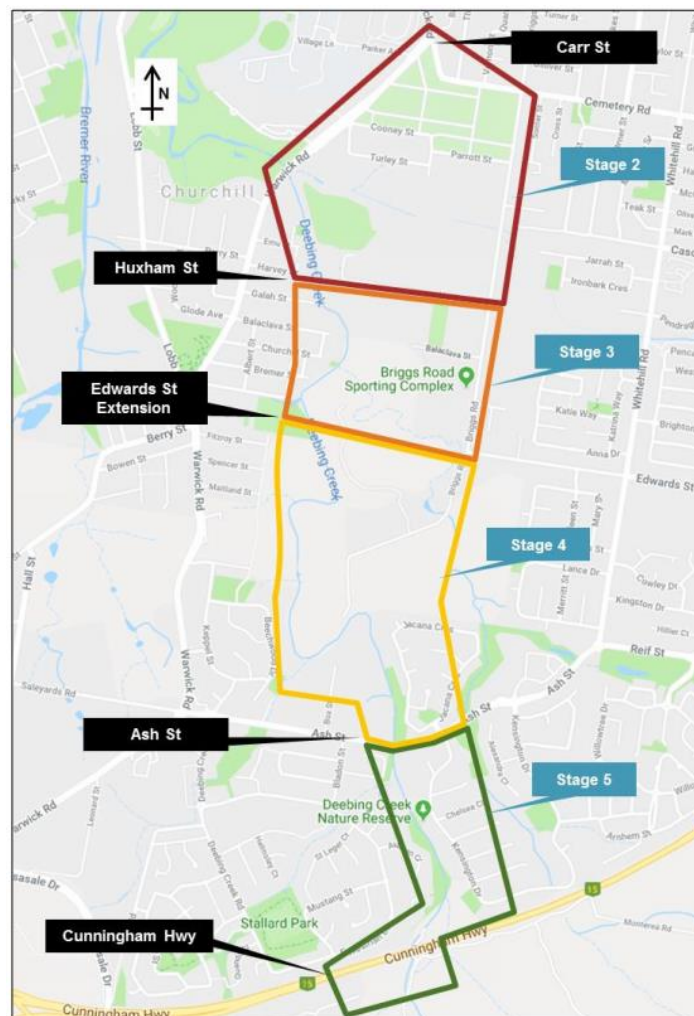
The northern portion of the Deebing Creek Bikeway from the Ipswich CBD to the University of Southern Queensland (USQ) Ipswich Campus (Deebing Creek Bikeway Stage 1) is primarily located within the road network on Thorn Street and Barker St and is currently within the detailed design phase. However, the remainder of the bikeway corridor is located within the Deebing Creek catchment.

Consequently, the Deebing Creek Corridor Plan was developed by the Works, Parks and Recreation Department as a reference document to inform catchment management, waterway health activities, open space and active transport investment priorities within the Deebing Creek catchment. This plan was produced in consultation with a multi-department team from across Council and included an indicative strategic alignment and alternative alignment options along the creek corridor for the Deebing Creek Bikeway. This plan was adopted by Council at its Ordinary Meeting on 19 September 2017 [refer Item 5 tabled at the City Works, Parks, Sport and Environment Committee Meeting No. 2017(09)].

The portion of the bikeway south of the Cunningham Highway is contained within the Ripley Valley Priority Development Area and is expected to be delivered as part of a development outcome. Consequently, the purpose of this project was to focus on Stages 2 – 5 of the bikeway (refer Figure 2 over), between the USQ Ipswich Campus and the Cunningham Highway, in order to:

- Assess the previously identified alignment options in more detail from an engineering perspective and identify a preferred alignment; and
- Develop a concept design and cost estimates for the preferred alignment so as to inform Council's *10 Year Transport Infrastructure Investment Plan* and future Council applications to the Queensland Government *Cycle Network Local Government Grants Program*.

Figure 2 – Deebling Creek Bikeway Stages 2 – 5 Study Area



Options Analysis

Broadly, there were two options for the overall bikeway alignment. These being, to run adjacent to the eastern bank of Deebling Creek or to run along the road network comprising of Cemetery Road and Briggs Road, re-joining the creek corridor at the southern extents. Within these two options, for each stage of the bikeway there were multiple sub-options relating to specific creek alignments or whether the active transport facilities were located in the western verge of the road corridor, eastern verge or on-road.

To determine the preferred alignment, the options and sub-options were assessed against the following criteria and criteria weighting:

- Safety – 15%
- Connectivity – 15%
- Cyclists journey times and directness – 15%
- Cyclist amenity and personal security – 15%

- Operational motorised traffic impacts – 5%
- Cost – 10%
- Technical and construction feasibility – 5%
- Property and community impacts – 10%
- Environmental and heritage impacts – 10%

Overall, the chosen criteria weightings were based on 60% allocated to the user of the facility and 40% allocated to the impacts of the facility. However, a range of sensitivity tests in terms of criteria weighting was also completed to determine if the option assessment outcomes were robust.

The alignment options/ sub-options and associated assessment scores are provided in Confidential Attachment 2.

Preferred Option

The identified preferred option for the alignment of Stages 2 – 5 of the Deebing Creek Bikeway, based on the options analysis method identified above, is summarised in Table 1 below and illustrated on the concept plans provided in Confidential Attachment 3.

Table 1 – Preferred Route Option Summary

Option		Description
Stage 2 – Carr Street to Huxham Street		
2A1.1	Off-road western alignment	<ul style="list-style-type: none"> Off-road principal bikeway in the western verge of Warwick Road between Carr Street and Goodger Way, making use of the existing path between Parker Avenue and Goodger Way. Use of the existing signalised crossing at the Warwick Road / Goodger Way intersection, and proposed implementation of a new northern crossing at the Warwick Road / Carr Street intersection.
2A2.1	Western alignment	<ul style="list-style-type: none"> Off-road principal bikeway between Warwick Road and Huxham Street generally west of the proposed Edwards Street Extension, making use of the existing Small Creek Bikeway path in the northern section.
Stage 3 – Huxham Street to Edwards Street Extension		
3A1.1	Western alignment	<ul style="list-style-type: none"> Off-road principal bikeway between Huxham Street and the proposed Edwards Street Extension, west of the proposed Edwards Street Extension.
Stage 4 – Edwards Street Extension to Ash Street		
4A1.1	Direct alignment	<ul style="list-style-type: none"> Off-road principal bikeway between the proposed Edwards Street Extension and the existing path linking Briggs Road to Jacana Crescent. Widening of the existing path linking Briggs Road to Jacana Crescent.
4C1.1	Creek alignment	<ul style="list-style-type: none"> Off-road principal bikeway west of existing properties on Jacana Crescent, between the existing path linking Briggs Road to Jacana Crescent, and the existing path providing access to the Ash Street underpass.
Stage 5 – Ash Street to Cunningham Highway		
5D1.1	Creek alignment	<ul style="list-style-type: none"> Off-road principal bikeway west of existing properties on McNess Court and the existing retaining wall west of Kensington Drive. Off-road principal bikeway from the reserve at the southern end of Kensington Drive to the Cunningham Highway, including an underpass under the Cunningham Highway bridge over Deebling Creek.
5E1.2	Northern Piccadilly Ct alignment	<ul style="list-style-type: none"> Off-road principal bikeway on the eastern side of the Deebling Creek until the location of a local bikeway crossing of the Deebling Creek. Off-road local bikeway crossing of the Deebling Creek and a connection to Piccadilly Court.

The general features of the bikeway concept design layout comprise of:

- A 4.2km long, 3.0m wide principal bikeway between Warwick Road and the Cunningham Highway, and along the Edwards Street Extension to Briggs Road;
- A 2.5m wide local bikeway connection along Huxham Street to the Ipswich Cycle Park and between Deebling Creek and Piccadilly Court;
- An additional local bikeway investigation area between Huxham Street and Harvey Street, Churchill;
- Maintenance of the newly constructed Small Creek shared path connection to Warwick Road/ Briggs Rd with the Deebling Creek Bikeway connecting to it;
- Access to the bikeway from Barker Street, Warwick Road, Huxham Street, Briggs Road, Edwards Street, Jacana Crescent, Ash Street, Kensington Drive, Piccadilly Court and provision for a future connection to the proposed TMR Amberley Bikeway along the Cunningham Highway; and

- Proposed locations for mid-trip facilities and furniture.

Property Impacts

The preferred alignment for Stages 2 – 5 of the Deebling Creek Bikeway will have impacts primarily on Council owned properties, with six partial impacts identified on privately owned freehold properties (refer Confidential Attachment 4). Consultation and agreements with the affected landowners will be required when progressing the delivery of the project for the respective bikeway stages.

RESOURCE IMPLICATIONS

Order of Cost

Table 2 outlines the risk adjusted cost estimate excluding GST and in 2018 dollars for delivery of each stage of the bikeway. This cost estimate has been prepared in accordance with the requirements of the TMR Project Cost Estimation Manual for a Category 2 project. The costs have also been assessed on delivering each stage independently so as to allow for greater flexibility in delivery timing for the bikeway.

The project cost estimates will be used to inform Council's *10 Year Transport Infrastructure Investment Plan*, applications for 50% detailed design and construction grant funding under the Queensland Government *Cycle Network Local Government Grants Program* and planning for the Sustainable Transport Sub-program within the Capital Works Portfolio. However, the estimates will need to be reassessed during the next project phase for each respective bikeway stage to account for any escalation.

Table 2 – Cost Estimate Summary

Item	Amount in 000s (ex GST)				
	Stage 2	Stage 3	Stage 4	Stage 5	Cumulative
Contractor's Cost	\$1,230	\$2,059	\$2,304	\$3,764	\$9,356
Principal's Cost	\$259	\$432	\$484	\$791	\$1,956
Project Base Cost	\$1,489	\$2,491	\$2,788	\$4,555	\$11,320
Risk and Contingency	\$774	\$1,370	\$1,533	\$2,505	\$6,185
Total Adjusted Cost	\$2,263	\$3,861	\$4,321	\$7,060	\$17,502
Escalation	N/A	N/A	N/A	N/A	N/A
Total Outturn Cost (\$2018)	\$2,263	\$3,861	\$4,321	\$7,060	\$17,502
Schedule (weeks)	20	21	21	26	N/A

Deebling Creek Bikeway Stage 2

In November 2018, Council gave approval to apply for 50% detailed design only grant funding for Deebling Creek Bikeway Stage 2 via the *2019-2020 Queensland Government Cycle Network Local Government Grants Program* and that funds be considered for inclusion as part of the development of the 2019-2020 Capital Portfolio [refer to Item 2 tabled at the Growth and Infrastructure Committee No. 2018(01)]. The 2019-2020 grant applications closed on 21 December 2018 with projects successful in achieving grant funding soon to be announced in June 2019 as part of the *Queensland Transport and Roads Investment Program*.

RISK MANAGEMENT IMPLICATIONS

A project of this size and nature will attract risks. Preliminary engineering design, hydraulic modelling, geotechnical analysis, utility service identification, stakeholder consultation and property impact identification appropriate to this level of transport planning activity has been completed as part of the Deebling Creek Bikeway Corridor Plan Summary Report and several risk areas identified. However, the project risks can be mitigated through further investigations and design in the next project phase. A summary of the key required actions are as follows:

- Continue stakeholder consultation with the Department of Transport and Main Roads (TMR) Translink and Metropolitan Region in relation to project impacts on State interests;
- Continue stakeholder consultation with internal Council stakeholders in relation to the creek corridor and nearby open space facilities;
- Commence stakeholder consultation with affected landowners;
- Undertake detailed survey to inform future design works for the study corridor;
- Undertake refinement of the horizontal and vertical geometry, including sight distance checks;

- Undertake an environmental assessment and tree survey to identify preferences for vegetation clearance to minimise impacts to mature or sensitive trees, and to minimise environmental impacts and identify required approvals;
- Undertake a detailed flood assessment to confirm the proposed bikeway avoids additional afflux to properties, particularly to determine the optimal solution for crossing Reedy Creek;
- Undertake detailed geotechnical investigations, particularly to identify the extent and nature of the subgrade conditions, the presence and treatment options for uncontrolled filling, reactive soils, creek bank stability, structure foundations, soil erosion and sodicity;
- Undertake utility service investigations to locate services;
- Further develop the engineering design including detailed pavement design, bridge design, retaining wall design and drainage design; and
- Address the safety in design risks identified in the Deebling Creek Bikeway Corridor Plan Summary Report and undertake a risk review process to identify any additional risks and document them in a safety in design risk register.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the policy outlined in the endorsed *City of Ipswich Transport Plan 2016*, endorsed *Queensland Government South East Queensland Principal Cycle Network Plan 2016* and the endorsed *iGO Active Transport Action Plan 2016*.

There is a risk that Council will not achieve the intent outlined in these documents should sustainable transport projects, such as the Deebling Creek Bikeway, not be progressed and a 'roads only' approach is facilitated.

COMMUNITY AND OTHER CONSULTATION

A strategic alignment for the Deebling Creek Bikeway was outlined in the *draft City of Ipswich Transport Plan* which underwent public consultation activities in 2015 and was endorsed by Council in 2016. Since this time, the strategic alignment of the bikeway has been reflected in public documents such as the *Queensland Government South East Queensland Principal Cycle Network Plan 2016* and the *iGO Active Transport Action Plan 2016*. Ad hoc community feedback regarding the need for a bikeway in this location has also been received over the past few years, gaining more momentum with the recent opening of the Ipswich Cycle Park.

This project was undertaken with technical input provided by officers from the Infrastructure Services Department and the Works, Parks & Recreation Department including transport, civil engineering, open space, flooding and environment elements. Early consultation was also undertaken with TMR (Metropolitan Region and Translink) in relation to the bikeway's touch points with State interests such as Warwick Road and the Cunningham Highway as State-controlled roads, the proposed future Amberley Bikeway and bus stop impacts.

More detailed community consultation will be required as part of the next project phase when funding for the respective bikeway stage has been secured and the design further refined.

CONCLUSION

The Deebling Creek Bikeway is identified in *iGO – The City of Ipswich Transport Plan 2016*. The Queensland Government *Principal Cycle Network Plan 2016* and *iGO Active Transport Action Plan 2016* also identify the Deebling Creek Bikeway as a one of the highest priority principal cycle routes in Ipswich to deliver. Deebling Creek Bikeway Stage 1 is currently within the detailed design phase and the bikeway south of the Cunningham Highway is expected to be delivered via development outcomes as part of the Ripley Valley Priority Development Area.

The purpose of this project was to focus on Stages 2 – 5 of the bikeway, between the USQ Ipswich Campus and the Cunningham Highway, to:

- Assess the previously identified alignment options in more detail from an engineering perspective and confirm a preferred alignment; and
- Develop a concept design and cost estimates for the preferred alignment so as to inform Council's *10 Year Transport Infrastructure Investment Plan* and future Council applications to the Queensland Government *Cycle Network Local Government Grants Program*.

Via an options analysis method, a preferred alignment for the approximately 4.2km, 3.0m wide bikeway was identified generally running along the western verge of Warwick Road and along the eastern bank of Deebling Creek at a total combined order of cost of approximately \$17.5 million (excluding GST), including a 52 – 55% risk contingency (\$6.2 million). Outcomes of the Deebling Creek Bikeway Corridor Plan will form the basis for future detailed design and construction and be used to inform Council's development assessment and investment programming activities.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

	CONFIDENTIAL
1.	Related Parties
2.	Options Assessment
3.	Concept Plans
4.	Property Impacts

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That the preferred route alignment and configuration of Stages 2 – 5 of the Deebling Creek Bikeway, as outlined in the report by the Senior Transport Planner dated 8 March 2019, be adopted as the preferred configuration and be used to inform future detailed design activities.

- B. That the footprint and network integrity of the adopted configuration of Stages 2 – 5 of the Deebing Creek Bikeway (refer Recommendation A above) be protected through Council’s strategic corridor preservation, tactical property acquisition and development assessment activities.
- C. That the properties identified in the report by the Senior Transport Planner dated 8 March 2019 as being impacted by the future footprint of the adopted alignment and configuration of Stages 2 – 5 of the Deebing Creek Bikeway (refer Recommendation A above) be flagged as an interest to Council for future strategic active transport purposes in Council’s property database.
- D. That the ‘order of cost’ identified in the report by the Senior Transport Planner dated 8 March 2019 for the preferred alignment (refer Recommendation A above) be noted and considered for future investment programming activities.
- E. That an appropriate communication strategy be developed and implemented on the intent of the Deebing Creek Bikeway and the details of each respective stage as they progress to detailed design.

Jessica Cartlidge

SENIOR TRANSPORT PLANNER

I concur with the recommendations contained in this report.

Berto Santana

PRINCIPAL TRANSPORT PLANNER

I concur with the recommendations contained in this report.

Tony Dileo

INFRASTRUCTURE PLANNING MANAGER

I concur with the recommendations contained in this report.

Charlie Dill

CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

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Doc ID No: A5431094

25 March 2019

TO: COMMERCIAL FINANCE MANAGER
FROM: PRINCIPAL OFFICER (CONTRACTS & PROCUREMENT)
RE: 12839 ROSEWOOD LIBRARY CONSTRUCTION

INTRODUCTION

This is a report by the Principal Officer (Contracts and Procurement) concerning the tender evaluation and subsequent contract award of Contract Number 12839 Rosewood Library Construction.

RELATED PARTIES

Council received nine tender submissions, all tenderers are reported in the confidential background papers.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

Ipswich City Council Council's, Ipswich Library Strategy 2009 recommended the development of a library presence within Rosewood in accordance with established Library Standards and population growth. Upon construction, the library will cater to a diverse community of users including children, young adults, people from non-English speaking backgrounds and the elderly. This library will be delivered in line with current Ipswich libraries by offering the latest technology combined with flexible spaces for relaxation, leisure, and learning; catering to both quiet and active or lively environments.

Council advertised a Request for Tender (RFT) for the construction of Rosewood Library in The Courier Mail and The Queensland Times on 9 February 2019. The tender closed 2pm on the Tuesday 12 March 2019.

All submissions were evaluated in accordance with the approved Tender Evaluation and Probity Plan (TEPP) and the Procurement Probity Charter. The outcome of the evaluation is reported in the confidential background papers.

RESOURCE IMPLICATIONS

The funding for this project will be managed within the 2019-2020 capital portfolio.

RISK MANAGEMENT IMPLICATIONS

Council was successful in receiving partial funding from the Queensland Government's 2017-2019 Local Government Grants and Subsidies Program for the construction of Rosewood Library. The condition of this grant requires the construction of Rosewood Library to be practically complete by November 2019 for financial acquittal prior to the 30 December 2019. Any delays to the approval of the recommendations for contract award will substantially increase the risk of Council not meeting the grant conditions as published on Ipswich First on the 24 January 2019.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Local Government Act 2009 and Local Government Regulation 2012

COMMUNITY AND OTHER CONSULTATION



Infrastructure Services have consulted with the Works, Parks and Recreation, and the Arts, Social Development and Community Engagement Departments as well as Council's Legal Services Branch.

Progression updates on the construction of Rosewood Library have been made available to the community via the Ipswich First website.

CONCLUSION

The tender process undertaken by the Infrastructure Services Department was conducted in line with the Tender Evaluation and Probity Plan, the Procurement Probity Plan and The Local Government Regulation 2012. Approval is sought to enter into a contract with the recommended tenderer for the Construction of Rosewood Library.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Tender Evaluation and Probity Plan (TEPP)  
2.	CONFIDENTIAL Evaluation Report

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Tender No. 12839 for the Construction of Rosewood Library be awarded to the preferred contractor.

- B. That Council (Interim Administrator of Ipswich City Council) enter into a contract with the preferred contractor for the Construction of Rosewood Library for the sum of Six million and sixty nine thousand, two hundred and twenty four dollars (\$6,069,224).
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the contract to be executed by Council and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

Tamara White

PRINCIPAL OFFICER (CONTRACTS & PROCUREMENT)

I concur with the recommendations contained in this report.

Cathy Murray

COMMERCIAL FINANCE MANAGER

I concur with the recommendations contained in this report.

Charlie Dill

CHIEF OPERATING OFFICER (INFRASTRUCTURE SERVICES)

"Together, we proudly enhance the quality of life for our community"



TENDER EVALUATION AND PROBITY PLAN (TEPP)

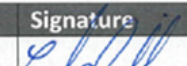
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ROSEWOOD LIBRARY

ENDORSED BY

Name	Position	Signature	Date
Tamara White	Principal Officer (Contracts and Procurement)	Objective	07-02-2019
Deb Campodonico	Construction Manager	Objective	07-02-2019
Darren Cunningham	Principal Officer (Construction)	Objective	07-02-2019
Dale Hubner	Project Inspector	Objective	27-02-2019

APPROVED BY

Name	Position	Signature	Date
Charlie Dill	Chief Operating Officer		5/3/2019

Contents

1.	PURPOSE OF EVALUATION	2
2.	TENDER EVALUATION AND PROBITY PLAN	2
3.	PROBITY	2
3.1.	Evaluation Panel Probity Conduct	2
3.2.	Confidentiality	2
3.3.	Conflicts of Interest	3
4.	PROJECT BACKGROUND AND SCOPE.....	3
5.	EVALUATION PANEL	4
6.	ROLES AND RESPONSIBILITIES	4
6.1.	Probity Manager	4
6.2.	Evaluation Chair.....	4
6.3.	Panel Members.....	5
6.4.	Specialist Advisors	5
7.	EVALUATION CRITERIA AND WEIGHTINGS.....	5
7.1.	Mandatory Criteria	5
7.2.	Evaluation Criteria and Weightings	5
7.3.	Evaluation Scoring	6
8.	EVALUATION PROCEDURE	8
8.1.	Tender Opening	8
8.2.	Late Tenders	8
8.3.	Tender Compliance Assessment.....	8
8.4.	Tendered Price.....	8
8.5.	Pre-Evaluation Conflict Confirmation	8
8.6.	Individual Qualitative Assessment	8
8.7.	Moderated Qualitative Scores.....	8
8.8.	Alternative Tenders	9
8.9.	Evaluation Clarifications	9
8.10.	Shortlisting.....	9
8.11.	Negotiation	9
8.12.	Work Health and Safety Assessment.....	10
8.13.	Referee Checks (including internal).....	10
8.14.	Financial Solvency.....	10
8.15.	Claims History	10
9.	EVALUATION METHODOLOGY.....	10
9.1.	Non-Price Index	10
9.2.	Sensitivity Analysis.....	11
9.3.	Non-Price Threshold	11
9.4.	Price Index	11
9.5.	Unusually Low Bid.....	12
9.5.1.	Unusually Low Bid Definition.....	12
9.5.2.	Unusually Low Bid clarification.....	12
10.	EVALUATION REPORT AND APPROVAL	12
11.	TENDERER DEBRIEFING	12
	Attachment A - Confidentiality and Conflict of Interest Declaration	13

1. PURPOSE OF EVALUATION

The purpose of the evaluation is to assess and recommend a preferred tenderer/s in accordance with the Local Government Act 2009 (Act), the Local Government Regulation 2012 (Regulation), Council Procurement Probity Charter and Procurement Framework.

2. TENDER EVALUATION AND PROBITY PLAN

The purpose of this Tender Evaluation and Probity Plan (TEPP) is to articulate the methodology, processes and obligations associated with this evaluation. The objective of this TEPP is assist in demonstrating an evaluation process that is fair, impartial and transparent whilst being carried out in line with the Local Government Act 2009 (Act), the Local Government Regulation, 2012 (Regulation), as well as Council's Procurement Probity Charter and Council's Procurement Framework.

This TEPP must be completed and approved prior to the tender close. The TEPP must not be altered after the tender has been released, except in the event a nominated panel member has become unavailable and must be replaced. The replacement of any unavailable panel member must be authorised the Principal Officer (Contracts and Procurement), the Commercial Finance Manager or other such duly authorised delegate.

It is the responsibility of each member of the evaluation team and any subsequent specialist members to adhere to stipulations of this TEPP.

3. PROBITY

The probity objectives of Ipswich City Council in conducting the tender process are set out in the Ipswich City Council Procurement Probity Charter. It is the responsibility of the Evaluation Panel Members (Panel Members) to make themselves familiar with this document and the provisions of the Better Purchasing Guide titled *Ethics, Probity and Accountability in Procurement*.

Probity compliance is integral to the procurement and evaluation process. All Council staff associated with the Tender must maintain the highest ethical standards. A Probity Manager is appointed to manage the tender process and is responsible for ensuring all Panel members apply the principles of probity throughout the evaluation process.

3.1. Evaluation Panel Probity Conduct

The Evaluation Panel must:

- Perform their duties impartially and without undue influence,
- Not seek or accept gifts or other favours,
- Not allow their private interests to conflict with or influence their public duties,
- Maintain confidentiality and transparency in all dealings,
- Be accountable, ensuring all decisions and actions are above reproach,
- Adhere to all procedures, policies and processes that govern procurement,
- At all-time undertake their duties with professionalism, and
- Perform duties in a fair, equitable and defensible manner.

3.2. Confidentiality

All documents and communications relating to the Tender or evaluation process are to be securely stored (whether electronic or paper records) in accordance with standard commercial-in-confidence procedures.

All communications with tenderers must be recorded, where the communication has been verbal the conversation must be noted and or followed up with an e-mail.

3.3. Conflicts of Interest

Panel members are required to **declare** any conflict of interests (actual, potential or perceived) with the Probity Manager or Evaluation Chair whom must **register** the conflict in writing. Conflicts must be declared as soon as they come to the attention of the Panel Member regardless of the evaluation stage.

The Probity Manager, Evaluation Chair or delegated authority will assess the nature of the conflict and can elect to:

- Take no action and **Monitor**. The declared conflict has been deemed to have no impact on the panel members ability to undertake their tasks;
- **Restrict** the involvement or information access of the panel member;
- **Recruit** a third party to oversee part of all of the evaluation process;
- **Remove** and replace the panel member.

Where deemed appropriate, the conflict of interest will be raised with Chief Operating Officer of the department and/or Council's Internal Auditors Branch.

4. PROJECT BACKGROUND AND SCOPE

Ipswich City Council Council's, Ipswich Library Strategy 2009 recommended the development of a library presence within Rosewood in accordance with established Library Standards and population growth. The site for the Rosewood Library and Community Office is located at 15 Railway Street, Rosewood (Lot 126 on SP145185) and is total land area of 2,302m2.

The scope of works for the construction of the Library and Community Office will include but is not limited to the following;

- Site establishment and preparation
- Services connections
- Construction of a 2 level building including associated external pathway, awning and surface treatment works
- Building works include installation of all services, security and AV requirements
- Works to the existing road verge including new footpath and awning (excludes works to the existing kerb and channel)
- Construction of a 25 car space car-park, loading zone and driveway entries
- Installation of landscaping including planting, drainage and mulch
- Services, security, project management & other.
- Supply and installation of scheduled furnishings, specific building equipment and external signage

Some works nominated above may initially be tendered on a provisional basis. This provisional items will be clearly highlighted within the tender documentation. Council will reserve the right to deliver these provisional items under the proposed construction contract pending its ability to provide the necessary approvals and documentation to proceed.

The follow items are excluded from this proposed contract;

- Design services during construction
- Supply and installation of specialist IT equipment

- The supply and setup of the Library collection, digital elements to the Maker Space and all operational arrangements

5. EVALUATION PANEL

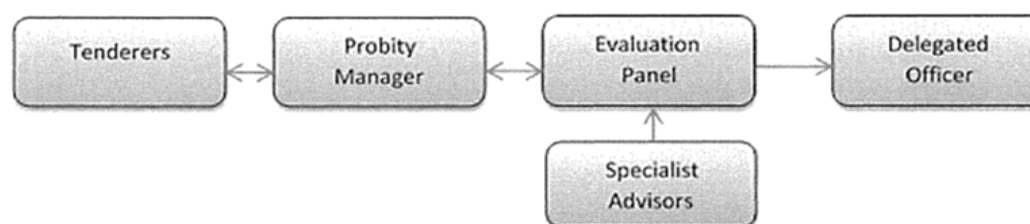
The evaluation panel shall consists of the members outlined in table 3.1.

Table 3.1 Evaluation Panel		
Role	Title	Name
Probity Manager	Principal Officer (Contracts and Procurement) or duly authorised delegated	Tamara White
Chair	Principal Officer (Construction)	Darren Cunningham
Panel Member	Project Manager	Heino Voogd
Panel Member	Project Inspector	Dale Hubner

There will be a minimum of three Panel Members. There is no limit to the number of specialist advisors to the Panel. The members of the evaluation panel must not be disclosed to tenderers under any circumstances.

6. ROLES AND RESPONSIBILITIES

The structure, roles and responsibilities of the parties involved in the evaluation process are:



6.1. Probity Manager

The Probity Manager is responsible for:

- Confirming all Panel Members have read and understood the Procurement Plan, TEPP and the Procurement Probity Charter,
- Overseeing the compliance of Tender process,
- The distribution and execution of confidentiality and conflict of interest declarations,
- Management of the tender and evaluation clarifications,
- Ensuring accurate, secure and confidential record management, and
- Managing all contact with Tenderers until the contract has been executed by Council.

6.2. Evaluation Chair

The Evaluation Chair is responsible for:

- Conducting all evaluation panel meetings,
- Ensuring the Panel Members can provide a meaningful contribution to the evaluation process,
- Ensuring all Panel Members declare/ have the opportunity to declare any conflicts,
- Ensuring the evaluation process is conducted in an objective, fair and transparent manner,

- Developing and submitting the evaluation report to the Probity Manager for review and distribution to the Panel Members for approval, and
- Ensuring accurate, secure and confidential record management.

6.3. Panel Members

All Panel members, including the Chair, are responsible for:

- Evaluating all submissions in accordance with this TEPP, Councils Probity Charter and all applicable Regulations and Acts,
- Justifying and documenting each score against the prescribe evaluation criteria in the Individual Evaluation Sheet,
- Promptly declaring any actual, potential or perceived conflicts, and
- Adhering to all security and confidentiality controls outline within this TEPP and as public officers.

6.4. Specialist Advisors

Specialist Advisors are not members of the Panel but are appointed by the Chair and are bound by the protocols outlined in this TEPP, and the Procurement Probity Charter. Any specialist advice must be documented.

Specialist Advisors to the Panel may include:

- ICC Workplace Health & Safety Advisor;
- Principal Officer (Estimating)
- Principal Officer (Scheduling)
- Principal Officer (Contracts and Procurement)
- Commercial Finance Manager
- Construction Manager
- Principal Engineer (Infrastructure Delivery)
- Principal Officer (Infrastructure Delivery)
- Principal Financial Accountant

7. EVALUATION CRITERIA AND WEIGHTINGS

7.1. Mandatory Criteria

The mandatory criteria are;

- Submissions must be received prior to closing day and time.
- QBCC License – Building Open
- Minimum 5 years demonstrated commercial building experience

Any tender that does not comply with the mandatory criteria will be deemed to be non-conforming and excluded from further consideration and evaluation.

7.2. Evaluation Criteria and Weightings

Conforming tenders will be evaluated in accordance with the criteria and weighting as shown in table

7.1. The evaluation panel shall assess each criteria consistently across the all submissions.

Table 4.1 Evaluation Criteria		
Evaluation Criteria	Evaluation Questions	Weightings
Experience	Relevant Experience	10%

Item 13 / Attachment 1.

	The Tenderer has demonstrated recent experience undertaking project of a similar nature of scale? - Description and relevance of projects - Role of the tenderer in the projects - Project Cost - Project Duration	
	Technical Experience (Individual Experience) The Tenderer has demonstrated they can provide a project team with recent experience undertaking projects of a similar nature and scale? - Name - Role - Technical Expertise - Resume'	10%
	Past Performance The Tenderer has demonstrated a strong Past Performance? - Project Name - Clients Project Manager (contactable) - Quality standards, performance target achieved - Tender price, variation and final costs - Completion date and any EOT time granted	10%
Experience Total		30%
Methodology	The Tenderer has provided a Gantt chart or similar which demonstrates an understanding of the required tasks	5%
	The Tenderer has provided a Gantt chart of similar which delivers the project by the required by the required milestone dates and practical completion delivery dates.	15%
	The Tenderer has demonstrated how they intend to accomplish the project outcomes? - Reporting and Recording systems - Program of works - Subcontractors - Quality Plans - Innovative construction methodology	15%
Methodology Total		35%
Price Total		30%
Local Economy	Is the contractor Located within the Ipswich City Council Boundaries	5%
Total		100%

The scoring guide is used to rate the Tenderers response to each of the qualitative evaluation criteria. Fractions are acceptable and may assist in ranking close responses.

Further detailed information relating to the scoring of qualitative responses is provided to each Panel member in their individual scoring spreadsheet.

7.3. Evaluation Scoring

Rating	Characteristics	Score
Outstanding Offer	Highly convincing and credible. Offer demonstrates outstanding capability, capacity and experience relevant to, or understanding of, the requirements of the Evaluation Criteria. Comprehensively documented with all claims fully substantiated. Insignificant risk.	10
Excellent Offer	Highly convincing and credible. Offer demonstrates excellent capability, capacity and experience relevant to,	9

Item 13 / Attachment 1.

	or understanding of, the requirements of the Evaluation Criteria. Documentation provides complete details. All claims adequately demonstrated and substantiated. Insignificant risk.	
Very Good Offer	Offer complies, is convincing and credible. Offer demonstrates very good capability, capacity and experience relevant to, or understanding of, the requirements of the Evaluation Criteria. Some minor lack of substantiation but the respondent's overall claims is supported. Low risk.	8
Good Offer	Offer complies, is convincing and credible. Offer demonstrates good capability, capacity and experience, relevant to, or understanding of, the requirements of the Evaluation Criteria. Minor uncertainties and shortcomings in the respondent's claims or documentation. Low risk.	7
Adequate Offer	Offer complies and is credible but not completely convincing. Offer demonstrates adequate capability, capacity and experience, relevant to, or understanding of, the requirements of the Evaluation Criteria. Respondent's claims have some minimal gaps. Medium risk.	6
Marginal Offer	Offer has minor omissions. Credible but barely convincing. Offer demonstrates only a marginal capability, capacity and experience relevant to, or understanding of, the requirements of the Evaluation Criteria. High risk.	5
Limited Offer	Barely convincing. Offer has shortcomings and deficiencies in demonstrating the respondent's capability, capacity and experience relevant to, or understanding of, the requirements of the Evaluation Criteria. Very High risk.	4
Poor Offer	Offer unconvincing. Offer has significant flaws in demonstrating the respondent's capability, capacity and experience relevant to, or understanding of, the requirements of the Evaluation Criteria. Very High risk.	3
Very Poor Offer	Unconvincing. Offer is significantly flawed, and fundamental details are lacking. Minimal information has been provided to demonstrate the respondent's capability, capacity and experience relevant to, or understanding of, the requirements of the Evaluation Criteria. Unacceptable risk.	2
Inadequate Offer	Offer is totally unconvincing, and requirement has not been met. Offer has inadequate information to demonstrate the respondent's capability and experience relevant to, or understanding of, the requirements of the Evaluation Criteria. Unacceptable risk.	1
Unacceptable Offer	Respondent was not evaluated as it did not provide any requested information relevant to the request for Offers and/or contravened nominated restrictions. Unacceptable risk.	0

8. EVALUATION PROCEDURE

8.1. Tender Opening

At the prescribed Tender closing time, the electronic Tender Box will automatically close. The Infrastructure Services Procurement Team will download the submissions to a secure folder within Council's record management system.

8.2. Late Tenders

By resolution of Council (Corp.14.77.99 item 43.11), late tenders will not be accepted. A tender response not uploaded to the LGTenderbox by the closing time and date will not be considered for evaluation unless there is evidence provided by the LGTenderbox to satisfy Council that a submission was uploaded prior to the closing time.

8.3. Tender Compliance Assessment

The Probity Manager in conjunction with the Panel Members shall assess the completeness and conformance of each tender submission. The Probity Manager is responsible for ensuring the reason/s for the non-compliances are recorded. The Probity Manager must also record why a tender will not proceed to the next evaluation phase.

Tenders with minor non-conformances may be considered for evaluation at the discretion of the Probity Manager, whom shall take into consideration the advice of the Panel, the Principal Officer (Procurement and Contracts) and the Commercial Finance Manager. Where the Panel accepts, at their discretion, a non-complying Tender for evaluation, that acceptance is conditional on the non-compliance being overcome by the tenderer supplying the missing document(s) or otherwise complying with the Conditions of Tender.

Tenders with major non-conformances will not be considered further in the evaluation process.

8.4. Tendered Price

Where the Tenderer has not provided a redacted version of their tender, prices will be redacted from the Tender submissions prior to those submissions being made available to the Panel Members. With the exception of redacted prices, submissions will be provided in "as received" condition for the member's evaluation.

8.5. Pre-Evaluation Conflict Confirmation

The Probity Manager must confirm with the evaluation panel prior to the commencement of the evaluation that there are no new and or additional conflict of interests to declare. If additional conflicts are declared, the Probity Manager will assess the conflict and decide if the Panel's Member membership should cease. If the event a Panel Member is unable to continue with the evaluation the Probity Manager may accept an independent replacement. All communication regarding the conflict and the new Panel Member will be saved to Council's record management system.

8.6. Individual Qualitative Assessment

The Panel must individually score each evaluation criteria in a fair, impartial and consistent manner.

8.7. Moderated Qualitative Scores

Upon completion of the individual assessments, all scores shall be correlated into the master evaluation matrix for a moderation assessment conducted by the Panel.

The Panel's moderation assessment is a collaborative score achieved by group consensus and is not intended to be an average score. Where a collective agreement is not able to be achieved, the Chair may impose an average score. Dissenting view(s) must be documented and highlighted in the Evaluation Report. Where the Panel determine that the Tender submission is non-conforming or an Alternative Tender, the Panel will proceed in accordance with this TEPP.

This process must be conducted with the Probity Manager present.

If, during the individual evaluation assessment, A Panel Member notes the submission is incomplete and potentially disqualified from evaluation or, the submission may be an Alternative Tender, that matter should be discussed amongst the Panel in the collective assessment meeting.

8.8. Alternative Tenders

An Alternative Tender may not be flagged as such by the Tenderer. It is not necessary that the Tenderer submit a Conforming Tender for the Alternative Tender to be considered. An Alternative Tender may be characterized by:

- A significantly divergent methodology from that envisaged in the specifications;
- Conditioning of the Tenderer's proposal that requires agreement and/or concession(s) by the Principal;
- An innovative approach that may also offer significant cost savings;

The Panel is not required to consider an Alternative Tender although it may do so if deemed appropriate.

If, following the Tenderer's response, the Panel deem the response unsatisfactory and/or it does not meet the project's objectives, the Panel Members may exclude the Alternative Tender from further consideration. The Probity Manager must detail the reason(s) for doing.

8.9. Evaluation Clarifications

The Panel may request clarifications regarding information contain within a tender response however a clarification does not mean the Tenderers can revise their original submission. The Panel must not request nor consider any new or additional information.

The Probity Manager must issue, respond and record all clarification request in writing.

8.10. Shortlisting

The number of Tenderers to be shortlisted, if any, will be determined by the Panel and there is no requirement for the Panel to create a shortlist, therefore the Evaluation Panel may nominate a single Tenderer as the Preferred Tenderer.

8.11. Negotiation

Negotiations may be undertaken with the Preferred Tenderer only or, simultaneously with all of the shortlisted Tenderers.

The Panel shall highlight the areas requiring negotiation and prepare a negotiation plan in consultation with the Probity Manager. Negotiations may include, but are not limited to, price and other financial undertakings, contract terms and conditions, and personnel.

The negotiation plan, approved by the Delegated Officer, will confidentially set out Council's preferred and minimum positions. If required, Council will engage the services of a professional negotiator to assist with the process.

The negotiation process must be concisely documented, and outcomes are subject to approval by the Delegated Officer.

8.12. Work Health and Safety Assessment

The Probity Manager will request a WHS evaluation of the shortlisted Tenderers. Where the Tenderer has an existing Ipswich City Council WHS number, re-evaluation is not required. Feedback received from the Work Health and Safety specialist will entail a PASS/FAIL outcome and will not be a weighted score.

8.13. Referee Checks (including internal)

The Panel may undertake referee checks with the referee(s) nominated in the shortlisted Tenderer's submissions. Where the Preferred Tenderer has previously undertaken work for Ipswich City Council, the Preferred Tenderer's performance can be established by enquiry to the relevant Project Manager and Contractor Performance Reports.

All referee responses must be documented and form part of the Evaluation Report.

8.14. Financial Solvency

Financial checks for each shortlisted Tenderer may be undertaken by the Principal Financial Accountant. As a specialist member of the evaluation the Principal Financial Accountant has been sufficiently briefed on their confidentiality and probity obligations. The outcome of the Financial assessment must be recorded and form part of the Evaluation Report.

8.15. Claims History

Tenderer documentation may have required the Tenderer to provide details of their claim history for their two most recent Contracts. If provided, the claims history will be utilised to predict the potential claim risks behaviour by the Tenderer. Verification of the claim history will be sought from the Tenderer's nominated referee.

9. EVALUATION METHODOLOGY

The Infrastructure Services Department evaluation methodology is based on the Best Value Index (BVI). It uses a formula that converts price and non-price factors into 'best value' indices and adds them together to derive the BVI. Tenders with higher BVI scores are recognised as the Tenders that best meet Council's qualitative and value for money objective.

The BVI is calculated by adding two indices; price index (PI) and non-price selection criterion index (NPI).

$$BVI = PI + NPI$$

Where:

NPI = non-price selection criterion index;

PI = price index.

9.1. Non-Price Index

The evaluation process will utilise a non-price index (NPI). The NPI is a weighted score calculated from the individual scores the Panel members allocate to each criteria of the Tenderer's submission. The following procedure is to be used to calculate the NPI:

The following formula will be used to score the non-price selection criteria:

$$NPI = \text{Sum of all } (NPS \times NPW)$$

Where:

NPI = Index of the non-price selection criterion;

NPS = score (10 high) the Panel gives to the individual non-price evaluation criterion;

NPW = weighting of the individual non-price criterion (totals 100 – weighting of price).

9.2. Sensitivity Analysis

The Chair will undertake a sensitivity/risk analysis to review provisional items, provisional if ordered items and, items outside the limits of accuracy. Potential risks to the delivery of the project, as outlined in the Procurement Plan or the TEPP, will be addressed. The sensitivity/risk analysis will be attached to the Evaluation Report.

9.3. Non-Price Threshold

Ensuring value for money is a key objective and that principle requires acceptance of a reasonably priced tender that will provide the best overall outcome for Ipswich City Council. However, it is not necessarily the lowest priced tender. It is vital that the Tenderer can perform the required services as set out in the Tender document in a timely and professional manner.

Following the qualitative evaluation and prior to the inclusion of the Tenderer's prices, those Tenderers who have achieved a cumulative score of fifty percent (50%) or less than the highest cumulative qualitative score will be excluded from further evaluation regardless of their offered price.

9.4. Price Index

The evaluation process will utilise a Price Index (PI) as a weighted score calculated for a Tendered price. PI is the weighted Price Score (PS) multiplied by the price weighting (PW).

$$PI = PS \times 45/100$$

(Example shows price weighting of 45%).

The formula to calculate PS includes the submitted Tender price and a "threshold price". The threshold price could be either the price of the lowest conforming Tender or the price used to identify the lowest bid.

Using the following formula, the Tendered price is ranked with the highest score of 10 for the price which is equal to the price of the "threshold price".

$$PS = 10 - 10 \times (PT - PTh) / PTh$$

Where:

PS = score of the price of the Tender;

PT = submitted Tender price;
PTh = Threshold price.

9.5. Unusually Low Bid

9.5.1. Unusually Low Bid Definition

An Unusually Low Bid is a tendered price that is significantly lower than the other prices tendered. Whether a price is unusually low is established by utilising the median tender price of the conforming tenders and comparing the percentage disparity. Note that an Unusually Low Bid may be a consequence of an Alternative Tender (refer 5.7).

The percentage below median price that applies to this tender: 20%

9.5.2. Unusually Low Bid clarification

Where the Panel decides that the Unusually Low Bid is not a consequence of an Alternative Tender, the Panel may notify the Tenderer that an Unusually Low Bid has been submitted. It is not mandatory that the Panel notify the Tenderer and the Panel may elect to exclude the Tender.

If deemed appropriate by the Panel, the Tenderer will be requested to submit, within two (2) working days, the influencing factors that may have resulted in the Unusually Low Bid. The only factors that the Panel may take into account are:

- Materials cost advantage;
- Process cost advantage;
- Innovation advantage.

If no response is received or the response does not substantiate the Unusually Low Bid, the Panel may exclude that Tender from further consideration. Any communication with the Tenderer with regard to the Unusually Low Bid will be via the Probity Manager.

10. EVALUATION REPORT AND APPROVAL

On completion of the evaluation process, the Evaluation Chairperson will prepare the Evaluation Report. The Evaluation Report will be endorsed by all members of the Evaluation Panel and the Probity Manager.

The Delegated Officer (or authorised delegate) will review the Evaluation Report to ensure that:

- The objectives of the project have been reached,
- Value for money was achieved, and
- The evaluation process was fair and the required probity standards were met.

If satisfied, the Delegated Officer will approve the evaluation report.

11. TENDERER DEBRIEFING

All tenderers shall be given an opportunity to receive feedback on their submission. Requests for debriefing will be limited to a period of one month following formal notification to successful/unsuccessful tenderers of the outcome.

Attachment A - Confidentiality and Conflict of Interest Declaration

PROJECT: 12839 – INF 01033 - ROSEWOOD LIBRARY			
BY THIS DECLARATION dated the _____ day of _____, 201____			
I, _____ of _____ acknowledge and agree to the following:			
Confidential information includes information of a sensitive, personal, commercial or political nature made available to you in connection to your role as a public official that could cause harm to individuals or Council if disclosed other than in accordance with its intended purpose or target audience.			
1. CONFIDENTIALITY OF OBLIGATIONS			
1.1 In the course of performing services, relating to the evaluation of the above named Tender, I will be exposed to information which is confidential.			
1.2 Improper use or disclosure of that information could jeopardise or invalidate the evaluation process and may severely damage ability to perform its functions.			
1.3 I am aware of my obligations under the legislation which governs my employment (and associated code of conduct) to take all reasonable steps in ensuring confidential information is kept confidential and in performing those services faithfully and without any conflict of interest.			
2. CONFLICT OF INTEREST			
2.1 I warrant that before signing this declaration, I have disclosed on this document all the past, current and anticipated interests which may conflict with my impartial involvement in the evaluation process. I note that conflicts of interest may arise under the following situations:			
<ul style="list-style-type: none"> • an event or situation and the context in which it occurs; • the nature of my work; • any personal or private interests that may directly or indirectly influence and/or benefit me or others; • my relationships with, or the names of other parties; • a conflict of interest may relate to both pecuniary and non-pecuniary interests. 			
2.2 Declaration: I declare that the following are all the past, current and anticipated interests which may give rise to a real or apparent conflict with my impartial involvement in the evaluation process. The reason/s why I consider the situation may be a conflict of interest or be perceived by others as a conflict of interest are below:			
1..... (if none write NONE)			
2.....			
3.....			
2.3 I agree that during the course of the evaluation process I will not engage in an activity or obtain any interest likely to conflict with my impartiality in respect of this project. In the event that a real or apparent conflict of interest arises, I will immediately disclose it to Council.			
SIGNED			
NAME	(PLEASE PRINT)	SIGNATURE	____/____/____ (DATE)
WITNESS			
NAME	(PLEASE PRINT)	SIGNATURE	____/____/____ (DATE)

Review of 12839 - INF01033 - Planning - TEPP v8.0 (objpr...

File Edit View Handy Windows Help

Submitted by: Tamara White
On: Thursday, 7 February 2019, 11:31:01 AM

Tamara White has requested for you to review the linked document "12839 - INF01033 - Planning - TEPP" (A5315299) from Objective.

Hi All

Reviewer +	Status	Date	Summary	Comment
Dale Hubner	Not reviewed			
Darren Cunningham	Reviewed	11/02/2019 ...	Agree	
Deb Campodonico	Reviewed	07/02/2019 ...	Agree	Tamara, The
Tamara White	Reviewed	07/02/2019 ...	Agree	

Doc ID No: A5420468

19 March 2019

TO: CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

FROM: SENIOR PROPERTY OFFICER

RE: ROAD DEDICATION TO FACILITATE THE CONSTRUCTION OF BINNIES ROAD AND ASSOCIATED INFRASTRUCTURE BETWEEN GRAMPIAN DRIVE AND DALEYS ROAD

INTRODUCTION

This is a report by the Senior Property Officer dated 19 March 2019 concerning the disposal of Council freehold land located at Lot 902 Piccadilly Court, Deebling Heights (Lot 902) to facilitate the construction of Binnies Road and associated infrastructure between Grampian Drive and Daleys Road. This road project, which is located within the Ripley Valley Priority Development Area, is being pursued by Orchard Property Group (OPG) to provide access to their Daleys Road Development Project.

RELATED PARTIES

There are no related parties arising as a direct result of this report.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivering key infrastructure.

PURPOSE OF REPORT/BACKGROUND

Orchard Property Group (OPG) has entered into a contract to purchase land on Daleys Road, Ripley, which is the subject of a development approval for the development of 426 residential lots. Whilst there are multiple development approvals in the general locality, development has not occurred most likely owing to the high cost of providing infrastructure to the area. In order to assist in that regard, Economic Development Queensland (EDQ) have been in ongoing discussions with OPG about providing catalyst funding towards the construction of Binnies Road and associated bridges and culverts from Grampian Drive to Daleys Road. It is understood that EDQ officers are currently negotiating the terms of a catalyst infrastructure agreement with OPG.

To facilitate the construction of Binnies Road, Ripley, OPG require a road dedication of approximately 541m² of the following Council freehold land:

- Lot 902 SP187287, Lot 902 Piccadilly Court, Deebling Heights (refer to Attachment 1)

The preferred road alignment in Attachment 1 is SK112, which provides a 'straight' alignment for the Binnies Road construction with a road dedication of an area of approximately 541m². This alignment is contingent on OPG obtaining agreement from an adjoining landowner for a road dedication of 5.25m. The alternative road alignment in Attachment 1 is SK110, this provides for a horizontal curvature in the Binnies Road alignment with no impact to the adjoining land owner and requires a road dedication from Council of approximately 334m².

The Daley Road Development Project will provide a catalyst for over 3,300 residential lots within the catchment.

OPG and EDQ sought feedback from Council in relation to the road design as it will ultimately become a Council asset in the future. Feedback on the initial plans required the construction of a footpath along the full extent of the northern verge to ensure relevant road standards are complied with. To comply with this requirement, OPG require a road dedication over part of the Council freehold land.

In exchange for the design and development expenses in constructing Binnies Road, Ripley OPG are seeking a road dedication of part of Lot 902 from Council for a nil monetary value.

RESOURCE IMPLICATIONS

OPG has advised that they will cover all expenses associated with the preparation and registration of the survey plan and road dedication.

Council is not providing funding on any design or construction expenses associated with this project.

RISK MANAGEMENT IMPLICATIONS

If the recommendations to dispose of Lot 902 are not resolved, the following risks have been identified:

- The road is constructed without a footpath along the northern side of Binnies Road. This would result in a safety issue as pedestrians will be required to cross a high traffic area to access the footpath on the opposite side of Binnies Road.
- The construction of the road without a footpath is not supported by EDQ and does not meet the requirements for the catalyst funding, and therefore will not be provided.
 - Should this occur the development would not progress resulting in the follows risks
 - Delivery of 3,300 residential lots within Ripley Valley delayed;
 - Housing affordability impacted due to housing shortage;
 - Traffic management issues within the area as a result of a delay of a key connection of the road network in Ripley Valley;

- Ability in the delivery of the planned high school; and
- Council requirement in the future to construct the road and footpath at the expense of the community.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:

Land Act 1994

Local Government Regulation 2012

COMMUNITY AND OTHER CONSULTATION

OPG have sought feedback from Council and EDQ in relation to the road design as Binnies Road is likely to be partly funded by EDQ through catalyst funding and will become a Council asset in the future.









Council's Planning and Development Department has undertaken internal consultation with the Infrastructure Services Department and the Works, Parks and Recreation Department, in providing advice back to OPG and EDQ.

As a result of this internal consultation, Infrastructure Services advised that a footpath is required along the full length of the northern verge of Binnies Road, Ripley. OPG has amended the plans to comply with this requirement, however additional land is required to be dedicated as road, within Council freehold land Lot 902, to accommodate the addition of the footpath.

CONCLUSION

On that basis, it is recommended that Council proceed to dedicate part of Lot 902 as road to facilitate the development of Binnies Road, Ripley.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Concept Design - Binnies Road, Ripley  
2.	Property Plan - Lot 902 Piccadilly Court, Deebling Heights  
3.	Title Search - Lot 902 SP187287 - Lot 902 Piccadilly Court, Deebling Heights  
4.	Vegetation Management Notice Lot 902 Piccadilly Court Deebling Heights  
	CONFIDENTIAL
5.	Catalyst Infrastructure Funding Submission

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That Council (Interim Administrator of Ipswich City Council) resolve pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation) that the exception

referred to in section 236(1)(c)(i) of the Regulation applies to Council for the disposal of 541m² of vacant freehold land located at Lot 902 Piccadilly Court, Deebling Heights, described as Lot 902 SP187287 ("the land") to be dedicated as road to facilitate the Binnies Road, Ripley development by Orchard Property Group.

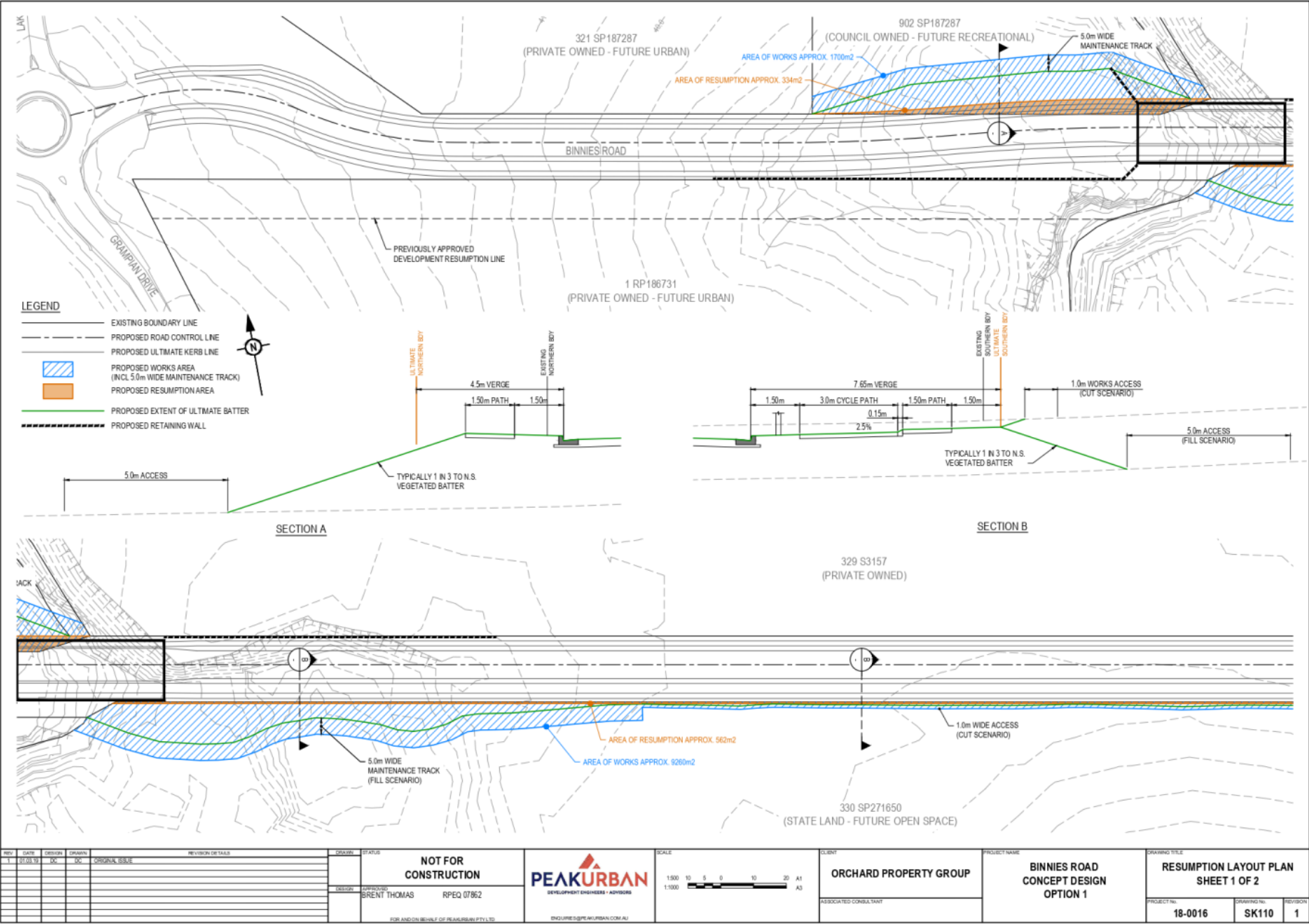
- B. That Council (Interim Administrator of Ipswich City Council) resolve to dedicate as road part of Lot 902 Piccadilly Court, Deebling Heights, described as Lot 902 SP187287 as detailed in the report by the Senior Property Officer dated 19 March 2019.
- C. That the Chief Executive Officer be authorised to negotiate and finalise the terms of the proposed road dedication as detailed in Recommendations A and B of the report by the Senior Property Officer dated 19 March 2019 and do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

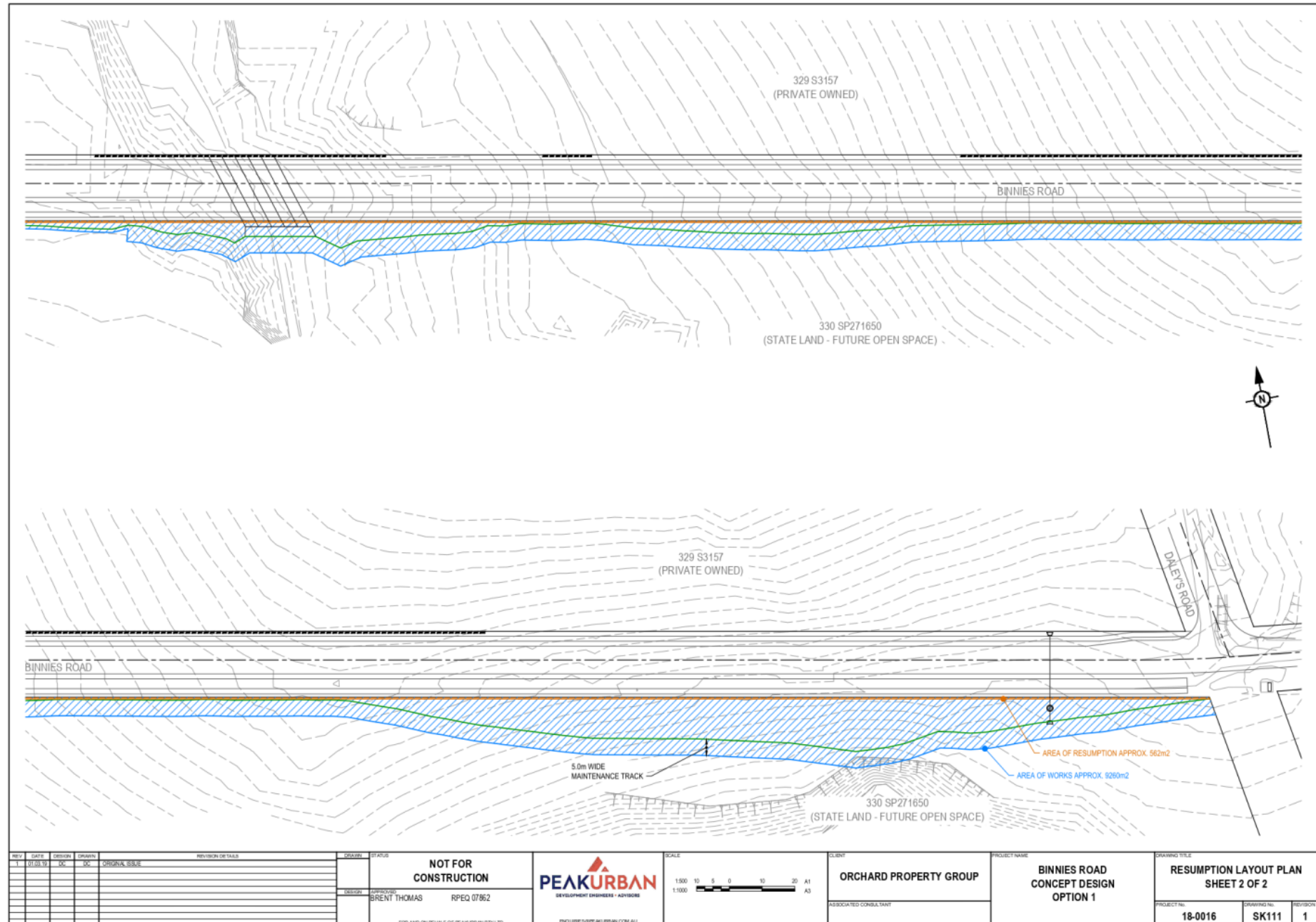
Brett McGrath
SENIOR PROPERTY OFFICER

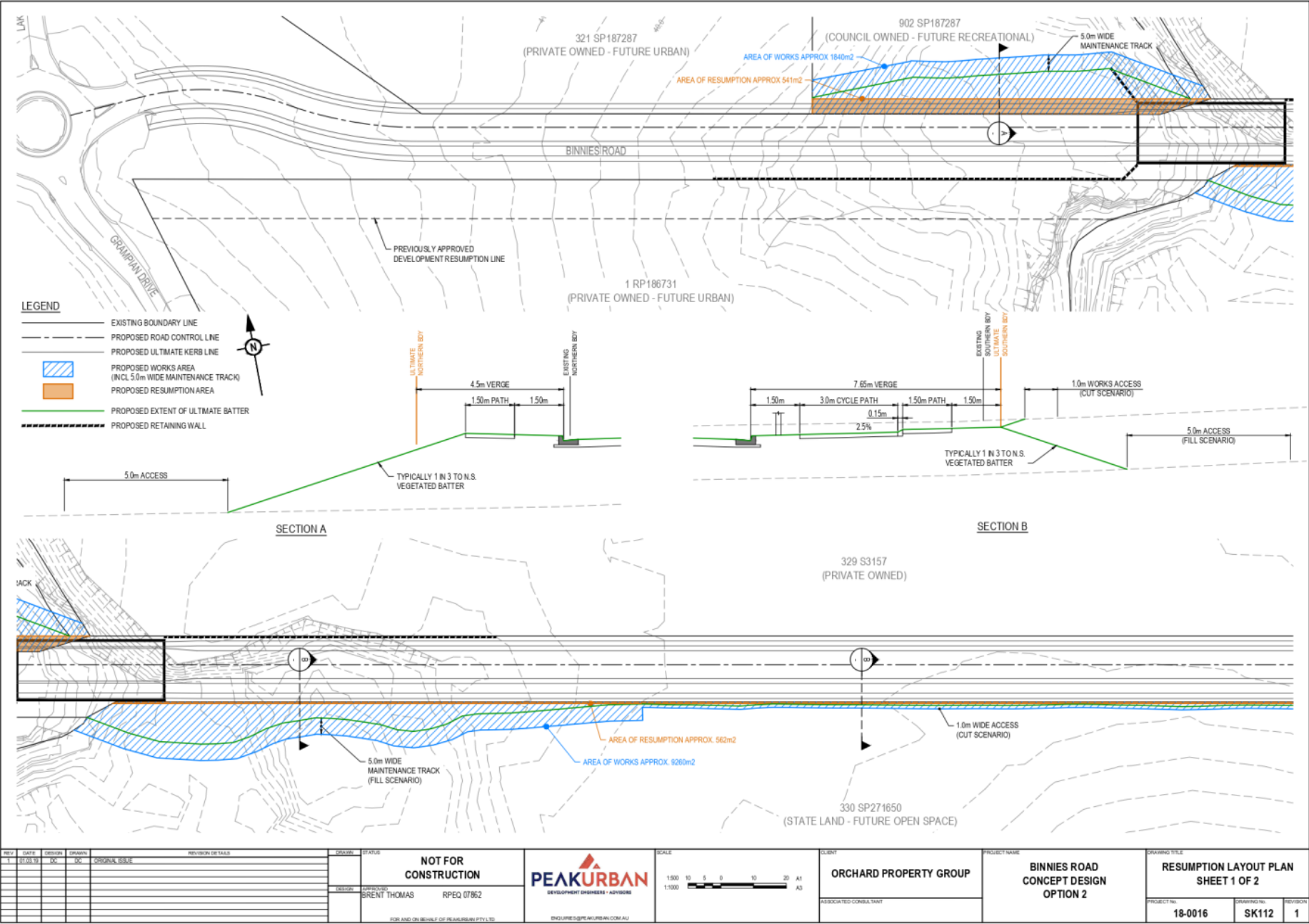
I concur with the recommendations contained in this report.

Andrew Knight
CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

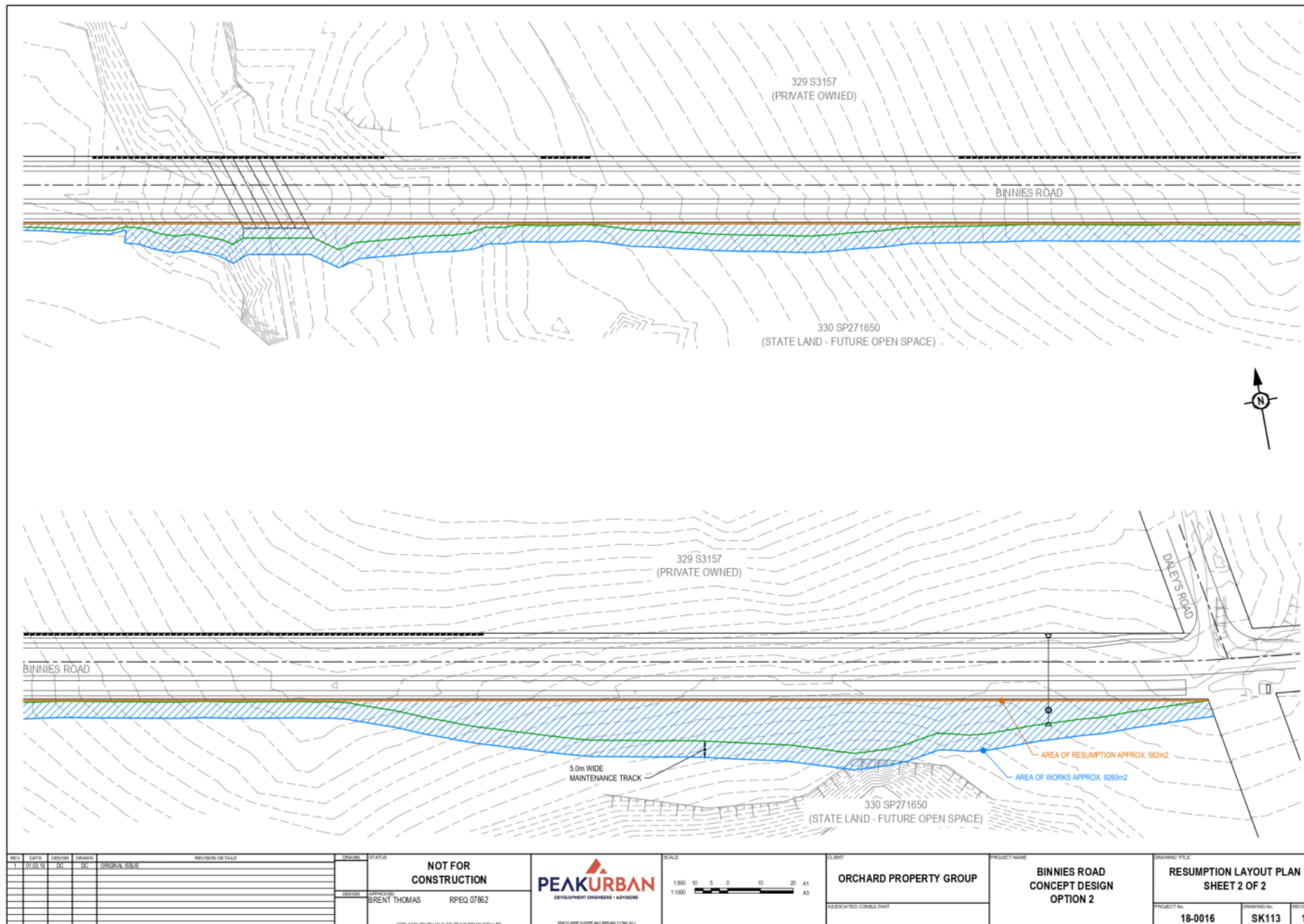
"Together, we proudly enhance the quality of life for our community"







Item 14 / Attachment 1.





Property Plan - Lot 902 Piccadilly Court, Deebling Heights

Scale 1:5,000
Printed Date: 20 Mar 2019

3/4/2019

[View File](#)

[View File](#)[Return To Top](#)

INTERNAL CURRENT TITLE SEARCH
NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Search Date: 04/03/2019 09:03Title Reference: 50633712
Date Created: 30/10/2006

Previous Title: 50474700
50474701

REGISTERED OWNER

Dealing No: 709971181 27/09/2006

IPSWICH CITY COUNCIL

ESTATE AND LAND

Estate in Fee Simple

LOT 902 SURVEY PLAN 187287
Local Government: IPSWICH

EASEMENTS, ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by
Deed of Grant No. 10070203 (POR 184)
Deed of Grant No. 10070204 (POR 185)

ADMINISTRATIVE ADVICES

Dealing	Type	Lodgement Date	Status	Location
714617320	VEG NOTICE	10/08/2012 13:48	CUR	IH-GEN -00

VEGETATION MANAGEMENT ACT 1999

UNREGISTERED DEALINGS - NIL

CERTIFICATE OF TITLE ISSUED - No

** End of Current Title Search **

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Page 1/1

QUEENSLAND LAND REGISTRY

Land Title Act 1994, Land Act 1994 and Water Act 2000

GENERAL REQUEST

FORM 14 Version 4

Page 1 of 7



714617320

Duty Imprint

NO FEE

10/08/2012 13:48

IH VMN

Privacy Statement

Collection of this information is authorised by the Land Title Act 1994, the Land Act 1994 and the Water Act 2000 and is used to maintain the publicly searchable registers in the land registry and the water register. For more information about privacy in NR&W see the department's website

1. Nature of request

Vegetation Management Notice under the "Vegetation Management Act 1999"

Lodger (Name, address & phone number)

Natural Resources and Mines
C/- Vegetation Management
PO Box 864
Ipswich Qld 4305

Lodger Code

145

2. Lot on Plan Description

LOT 902 SURVEY PLAN 187287

County

CHURCHILL

Parish

PURGA

Title Reference

50633712

3. Registered Proprietor/State Lessee

IPSWICH CITY COUNCIL

4. Interest

ESTATE IN FEE SIMPLE

5. Applicant

Department of Natural Resources and Mines, IPSWICH

6. Request

I hereby request that: the Registrar of Titles note on the above mentioned Title/s an Administrative Advice that Referral Agency Development Approvals No 2011/000166 and 2012/002717 for vegetation clearing has been issued pursuant to Section 70B of the "Vegetation Management Act 1999". Conditions are contained as per schedule.

7. Execution by applicant

Execution Date

10/08/2012

Applicant's or Solicitor's Signature

Patrina Birt

Patrina Birt
Delegate for the Director General
Department of Natural Resources and Mines

Note: A Solicitor is required to print full name if signing on behalf of the Applicant

QUEENSLAND LAND REGISTRY
Land Title Act 1994, Land Act 1994
and Water Act 2000

**SCHEDULE / ENLARGED PANEL /
ADDITIONAL PAGE / DECLARATION**

FORM 20 Version 2
Page 2 of 7

Title Reference [16377196]

CONDITIONS

1. To prevent loss of biodiversity and maintain ecological processes, clearing of remnant vegetation as a result of the operational works is permitted only in Area A and B as identified on Amended Referral Agency Response (Vegetation) Plan RARP 2011/000166.
2. This permit does not authorise the clearing of any native vegetation that is on any land not nominated as being within Area A and B.
3. Any clearing or activities associated with clearing within Area A and B must not adversely impact on vegetation outside of Area A and B.
4. Clearing in Area A and B is permitted via mechanical methods only. Clearing must not be undertaken using chemical methods.
5. Within Area A and B, clearing must only commence once the clearing area has been clearly defined.
6. To prevent land degradation and loss of biodiversity and maintain ecological processes, only designated tracks must be used when entering and exiting Area A and B.
7. Clearing must be staged to reduce both the time that soil is exposed and the total area of soil exposed at any given time.
8. To prevent loss of biological diversity and land degradation and maintain ecological processes watercourses requiring crossing must remain undisturbed until construction is required to commence.
9. Prior to, during and post construction, any clearing or activities associated with clearing must comply with the *Australia Standard for the Protection of Trees on Development Sites (AS4970-2009)*, and any amendments, to ensure biological diversity is not lost and ecological processes are maintained.
10. Where excavation is undertaken in Area A and B, the edge of excavation must be stabilised to ensure soil levels in areas outside of Area A and B are maintained.
11. Measures used to stabilise excavation areas must not encroach into areas outside of Area A and B
12. Measures used to stabilise excavation areas must be of sufficient depth and/or lateral distance from areas outside of Area A and B to ensure root systems are not impacted in any manner.
 - 12.1. If vegetation is on the boundary of Area A and B, the applicant must ensure root disturbance or damage is minimised.
13. To ensure loss of biological diversity is prevented, land degradation does not occur and ecological processes are maintained, all erosion and sediment control plan (ESCP) measures must be designed, installed, operated and maintained to the standards and specifications in the following documents:
 - 13.1. *'Best Practice Erosion and Sediment Control. International Erosion Control Association (Australasia), November 2008'* and any updated version, if such standards and specifications are not contained in the documents referred to below.
 - 13.2. *'Erosion and Sediment Control Management Plan - External trunk Sewer Deebing Gardens, Deebing Heights for JF Woodward Holdings Pty Ltd Revision A, Prepared by Opus International Consultants Pty Ltd' 28 November 2011.*

QUEENSLAND LAND REGISTRY
Land Title Act 1994, Land Act 1994
and Water Act 2000

**SCHEDULE / ENLARGED PANEL /
ADDITIONAL PAGE / DECLARATION**

FORM 20 Version 2
Page 3 of 7

Title Reference [16377196]

14. To ensure loss of biological diversity is prevented, land degradation does not occur and ecological processes are maintained, the applicant must identify areas that contain dispersive soils and update the ESCP referred to above to include measures to be used to treat, protect and stabilise exposed dispersive soils.
15. To ensure loss of biological diversity is prevented, land degradation does not occur and ecological processes are maintained, stormwater quantity and quality management plan (SWMP) must be managed to the standards and specification in the *'Best Practice Erosion and Sediment Control. International Erosion Control Association (Australasia), November 2008'*.
16. Prior to commencement of the proposed works the Applicant must document a specific list of personnel that details the "chain of command" in relation to the implementation, modification, and maintenance of site Erosion and Sediment Control measures and Stormwater Management Plan. This document will, as a minimum, detail the ESDC-related and SWMP-related responsibilities and accountabilities of personnel, and must be updated to reflect any changes in staffing arrangements.
17. All erosion, sediment and drainage controls must be installed and working effectively prior to, during and after any site disturbance, vegetation clearing and grubbing, services installation and construction, to ensure biological diversity is not lost and ecological processes are maintained.
18. Any soil disturbance must be scheduled where possible for the least erosive periods of the year i.e. during periods of low rainfall volume and intensity to prevent soil erosion, maintain water quality and protect adjacent habitat.
19. All disturbed soil and excavated soil must either be contained within the construction boundary or alternatively securely stockpiled or respread in a location where its placement will not result in the clearing of vegetation that is regulated under the *Vegetation Management Act 1999*.
20. All erodible material must not be stockpiled within 40 metres of the high bank of a watercourse.
21. Rehabilitation planting of native vegetation must occur progressively during construction to ensure disturbance is limited to the shortest possible timeframes:
 - 21.1. Dispersive soils must be covered as soon as possible with a minimum 100mm layer of non-dispersive soil and then stabilised with erosion control blankets prior the addition of mulch and vegetation. Where sufficient quantities of non-dispersive soil are not available, adequate quantities of gypsum (or similar source of calcium) can be mixed evenly with the dispersive soil prior to the addition of erosion control blankets, mulch and vegetation.
 - 21.2. Direct revegetation of dispersive soils must not occur.
 - 21.3. Rehabilitation planting must use native species of trees, shrubs and grasses consistent with the existing remnant vegetation and must include, where practicable, the following tree species:
 - 21.3.1. *Eucalyptus tereticornis*
 - 21.3.2. *Eucalyptus molucana*
 - 21.3.3. *Corymbia intermedia*
 - 21.3.4. *Angophora subvelutina* or *Angophora floribunda*
 - 21.4. Rehabilitated sites must be maintained (including but not limited to watering, weeding, fertilising) until plant communities are self-maintaining and the erosion risk is at or below pre-clearing levels.

QUEENSLAND LAND REGISTRY
Land Title Act 1994, Land Act 1994
and Water Act 2000

**SCHEDULE / ENLARGED PANEL /
ADDITIONAL PAGE / DECLARATION**

FORM 20 Version 2
Page 4 of 7

Title Reference [16377196]

- 22.** Land clearing debris must not be pushed into gullies, watercourses, other drainage lines or waterlogged areas.
- 23.** The Applicant must ensure that a copy of the development approval conditions, development permit, erosion and sediment control plan, stormwater management plan and any other documents required for the management of soil erosion and sediment and control, and stormwater quantity and quality, are provided to the principal contractor prior to the commencement of land-disturbing activities.
- 24.** The Applicant shall ensure that any and all employees, contractors, subcontractors, agents or any other person engaged or employed to carry out the clearing of any vegetation under this permit comply at all times with the requirements of this permit and do not clear any vegetation that is not approved to be cleared under this permit.

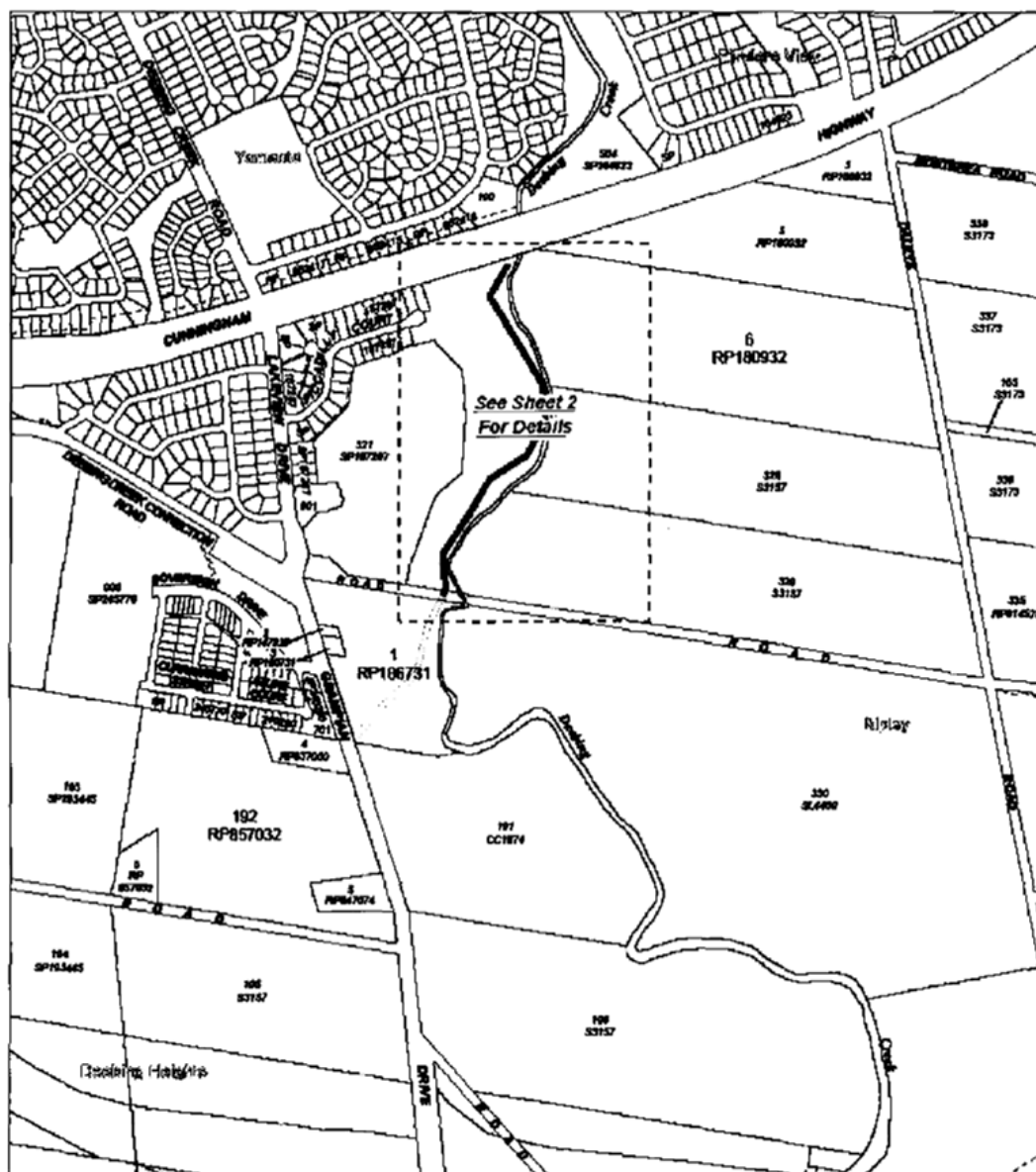
END OF CONDITIONS

QUEENSLAND LAND REGISTRY
Land Title Act 1994, Land Act 1994
and Water Act 2000

**SCHEDULE / ENLARGED PANEL /
ADDITIONAL PAGE / DECLARATION**

FORM 20 Version 2
Page 5 of 7

Title Reference [16377196]



Scale 1:7500 at A3 paper size
0 100 200 300 400 500 600 700 m
Projection: UTM (MGA Zone 56) Datum: GDA94

Note: The property boundaries shown on this plan are APPROXIMATE ONLY. They are NOT an accurate representation of the legal boundaries.
Note: Derived Coordinate Points are provided to aid in the location of the Referral Agency Response boundaries. Responsibility for locating these boundaries lies solely with the landholder and designated clearing contractors.
All Derived Coordinate Points continue separately when labels are missing.
Note: This is a colour plan and should only be reproduced in colour.
Note: This plan must be read in conjunction with Referral Agency Response 2011/000166.

<p>LEGEND</p> <ul style="list-style-type: none"> Derived Coordinate Point. Subject Lots and Road. Area A - Specific Conditions Apply. See Referral Agency Response 2011/000166 for Details. Area B - Specific Conditions Apply. See Referral Agency Response 2011/000166 for Details. Proposed Pipeline. 	<p>Referral Agency Response (Vegetation) Plan Plan of Areas A and B in Lot 982 on SP187287 and Road</p> <p>Checkjob No. IC201111PS0001</p> <p>CENTRE: SP187287 LOCALITY: OCEANVIEW HEIGHTS, RIPLEY REGION: SOUTH EAST LGA: CITY OF SP187287</p> <p>Map Reference: 5442 For data compilation sources see 06/06/2012/0108</p> <p>Prepared by: NWF Date: 14 May 2012</p>	<p>Queensland Government</p> <p>AMENDED RARP 2011/000166 <i>Sheet 1 of 2 Sheets</i></p>
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QUEENSLAND LAND REGISTRY
Land Title Act 1994, Land Act 1994
and Water Act 2000

**SCHEDULE / ENLARGED PANEL /
ADDITIONAL PAGE / DECLARATION**

FORM 20 Version 2
Page 6 of 7

Title Reference [16377196]

