



City of
Ipswich

**IPSWICH
CITY
COUNCIL**

AGENDA

of the

GROWTH INFRASTRUCTURE AND WASTE COMMITTEE

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

On Thursday, 10 June 2021
At 9.00 am

<u>MEMBERS OF THE GROWTH INFRASTRUCTURE AND WASTE COMMITTEE</u>	
Mayor Teresa Harding (Chairperson) Councillor Paul Tully (Deputy Chairperson)	Councillor Sheila Ireland Councillor Jacob Madsen Councillor Marnie Doyle Councillor Andrew Fechner Councillor Kate Kunzelmann Councillor Russell Milligan Deputy Mayor Nicole Jonic

GROWTH INFRASTRUCTURE AND WASTE COMMITTEE AGENDA

9.00 am on **Thursday, 10 June 2021**

Council Chambers

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** Item includes confidential papers

GROWTH INFRASTRUCTURE AND WASTE COMMITTEE NO. 5

10 JUNE 2021

AGENDA

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

BUSINESS OUTSTANDING

CONFIRMATION OF MINUTES

1. **CONFIRMATION OF MINUTES OF THE GROWTH INFRASTRUCTURE AND WASTE COMMITTEE NO. 2021(04) OF 13 MAY 2021**

RECOMMENDATION

That the Minutes of the Meeting of the Growth Infrastructure and Waste Committee No. 2021(04) held on 13 May 2021 be confirmed.

OFFICERS' REPORTS

2. ****APPOINTMENT OF URBAN UTILITIES BOARD MEMBERS**

This is a report concerning the proposed reappointment of Julie-Anne Schafer and Kathy Hirschfeld and the appointment of Amanda Cooper and Lucia Cade to the Board of Urban Utilities.

RECOMMENDATION

- A. That Council endorse the reappointment of Julie-Anne Schafer as a Board member of Urban Utilities, effective 1 July 2021, for a term of three years.
- B. That Council endorse the reappointment of Kathy Hirschfeld as a Board member of Urban Utilities, effective 1 January 2022, for a term of three years and six months.
- C. That Council endorse the appointment of Amanda Cooper as a Board member of Urban Utilities, effective 1 July 2021, for a term of three years.
- D. That Council endorse the appointment of Lucia Cade as a Board member of Urban Utilities, effective 1 October 2021, for a term of three years and nine months.
- E. That the Chief Executive Officer be authorised to sign an Instrument of Appointment of Board Members to Urban Utilities and to do any other acts

necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.

3. ****NORTH IPSWICH SPORT AND ENTERTAINMENT PRECINCT BUSINESS CASES AND NATIONAL SPORTING EXPANSION INTO IPSWICH**

The North Ipswich Sport and Entertainment Precinct is a rectangular stadium concept intended to contribute to the revitalisation of Ipswich Central through regular large-scale activations as well as addressing the lack of national-level sporting content within Ipswich. Council is supporting local proponents to progress bids to participate in national sporting expansion by addressing infrastructure gaps required to attract national sporting franchises.

This report:

- Provides an overview of the strategic business case and the options analysis for the North Ipswich Sport and Entertainment Precinct, in fulfilment of Resolutions B and C of Growth and Infrastructure Committee No. 2019 (05) dated 14 May 2019 Council Decision.
- Summarise recent consultation with Brisbane Jets NRL bid and Western Pride A-League bid, including an outline of evolving national sporting bid processes as captured through the "Sporting Expansion Situational Review and Opportunities Analysis report".
- Summarise the sports event attraction opportunity as outlined in the "Sporting Expansion Situational Review and Opportunities Analysis" report.

RECOMMENDATION

- A. That council receive and note the contents of the:
- Strategic Business Case titled A Global Standard Sport and Entertainment Precinct in Ipswich.
 - Options Analysis for the North Ipswich Sport and Entertainment Precinct
 - Situational Review and Opportunities Analysis (Confidential report)
- B. That council endorse further engagement with both NRL and A-League expansion proponents to respond to updated bid requirements in the short term and receive at a future date, a proposal for consideration.
- C. That council endorse further engagement with both NRL and A-League into scope event attraction to Ipswich in the short term and receive at a future date, a proposal for consideration.

4. **BLACKALL MONUMENT RELOCATION INVESTIGATIONS**

This is a report concerning the potential relocation of the Blackall Monument currently situated on Denmark Hill to its original location in d'Arcy Doyle Place, Ipswich

RECOMMENDATION

- A. That the report be received and the contents noted.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

5. 1 NICHOLAS STREET AND IPSWICH CENTRAL LIBRARY - GREEN WORKPLACE TRAVEL PLAN

This is a report concerning the development by Ipswich City Council of a corporate Green Workplace Travel Plan for 1 Nicholas Street and the Ipswich Central Library.

RECOMMENDATION

- A. That the report be received and the contents, particularly the *Green Workplace Travel Plan* as detailed in Attachment 1 of the report by the Transport Planner (Transport Planning) dated 17 May 2021, be noted.
- B. That the outcomes and key messages of the *Green Workplace Travel Plan* be communicated and promoted to Ipswich City Council employees.
- C. Recommendations A and B are compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

This report is considered confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012*, as it contains information relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

6. **SUB-REGIONAL WASTE ALLIANCE - EVALUATION REPORT

This is a report concerning the sub-regional waste alliance of Councils (the Alliance) and the expression of interest process seeking the provision of resource recovery services and/or waste disposal services.

The purpose of this report is to provide Councillors with an overview of:

- the background and structure of the proposed sub-regional solution types including material recovery of recyclables and resource recovery and disposal services; and
- consider the outcome of the acceptable operating parameter evaluation report; and
- consideration of whether to progress any solution types to an early tenderer consideration phase.

RECOMMENDATION

- A. That Council resolve the recommendations as outlined in confidential Attachment 1 and progress to the Early Tenderer Involvement Phase those participants identified, subject to the decisions of other Sub-Regional Waste Alliance Councils resulting in minimum ongoing participation thresholds being reached.
- B. That all expressions of interest identified in confidential Attachment 1 to not progress, be set aside and not considered further for a sub-regional solution.
- C. That the Chief Executive Officer notify the Chief Executive Officer of Logan City Council in writing of Council's decisions in relation to the Sub-Regional Waste Alliance Shortlisted Solutions Evaluation report and recommendations.
- D. That this report and attachments remain confidential until any contract resulting from this potential procurement process is awarded or otherwise details published in accordance with legislative requirements, subject to maintaining the confidentiality of legally privileged private and commercial in confidence information.
- E. Recommendations A to D above are compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

7. WASTE AND CIRCULAR ECONOMY DIRECTIVE UPDATE 3

This is a report concerning an update on the implementation of the Waste and Circular Economy Transformation Directive.

RECOMMENDATION

- A. That the report be received and the contents noted.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

8. DEVELOPMENT APPLICATION RECOMMENDATION - 1516/18/VA VARIATION REQUEST - 36 CHILD STREET, RIVERVIEW

This is a report concerning an application seeking approval for a Variation Request to vary the effect of the *Ipswich Planning Scheme 2006* to apply the provisions of the Residential Low Density Zone (RL2 Sub Area) in lieu of the Recreation Zone to part of the site at 36 Child Street, Riverview.

The proposed development has been assessed in relation to the applicable assessment benchmarks. The proposed development complies in part with the assessment benchmarks and is recommended for part approval.

RECOMMENDATION

- A. That Council resolve to approve development application no. 1516/2018/VA in part subject to conditions and attachments.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

9. PROPOSED IPSWICH ADOPTED INFRASTRUCTURE CHARGES RESOLUTION (NO.1) 2021

This is a report concerning the adoption of the proposed Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021 to replace the Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2020. This is an annual exercise to ensure that the development charges keep pace with any increase in costs by applying the Producer Price Index (PPI) for Construction.

RECOMMENDATION

- A. That Council adopt the Adopted Infrastructure Charges Resolution as detailed in Attachment 1 pursuant to s113 of the *Planning Act 2016* as the Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

10. SYSTEMATIC INSPECTION PROGRAM - DOG REGISTRATION

This is a report concerning the authorisation by Council of a Systematic Inspection Program to identify unregistered dogs within the Ipswich Local Government Area.

Council will recall that in August 2020 it considered a similar report for the approval of a program to run from February to June 2021.

It is now proposed to seek approval of a program for the 2021-2022 year.

RECOMMENDATION

- A. That the Systematic Inspection Program for unregistered dogs be undertaken from 1 July 2021 to 30 June 2022.
- B. That the Systematic Inspection Program be restricted to residential properties in the Ipswich Local Government area.
- C. That the Animal Management Operations Manager publish a notice of the Systematic Inspection Program pursuant to section 114 of the *Animal Management (Cats and Dogs) Act 2008*.
- D. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

11. EXERCISE OF DELEGATION REPORT

This is a report concerning applications that have been determined by delegated authority 27 April 2021 to 25 May 2021.

RECOMMENDATION

- A. That the report be received and the contents noted.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

12. PLANNING AND ENVIRONMENT COURT ACTION STATUS REPORT

This is a report concerning a status update with respect to current Planning and Environment Court actions associated with development planning applications.

RECOMMENDATION

- A. That the report be received and the contents noted.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

13. **AMENDMENT TO ACQUISITION OF INFO2725 DRAINAGE EASEMENT FOR LOCAL DRAINAGE REHABILITATION AT ARTHUR SUMMERVILLES ROAD, KARALEE

This is a report concerning an amendment to the area for acquisition of an easement for drainage purposes for the Local Drainage Rehabilitation Project at Arthur Summervilles Road, Karalee.

RECOMMENDATION

- A. That the previous decision of Council contained at Item 3 of the Growth and Infrastructure Committee 2019(03) dated 12 March 2019, Recommendation A b., and adopted at Council's ordinary meeting of 19 March 2019, be repealed.
- B. That pursuant to Section 6(1) of the *Acquisition of Land Act 1967*, Council as "constructing authority" acquire an easement over land at 124 Arthur Summervilles Road, Karalee, more particularly described as part of Lot 2 on SP249521 (Council reference 5114), for drainage purposes.
- C. That the method of acquiring the subject easement be by agreement with the affected person/s in accordance with Division 3, *Acquisition of Land Act 1967*; however where agreement cannot be reached, or operational timeframes intervene, the method of acquiring the subject easement be in accordance with Division 2, *Acquisition of Land Act 1967*.
- D. That Council be kept informed as to the progress and outcome of the acquisition.

14. **RECOMMENDATION TO AWARD OF COUNCIL TENDER 16233 ROAD TRAFFIC CONTROL SERVICES

This is a report concerning the establishment of a Preferred Supplier Arrangement (PSA) for road traffic control services for a period of two (2) years from 1 July 2021 to 30 June 2023 for an estimated spend of six million, six hundred thousand (\$6,600,000) (ex-GST).

After an open market request for tender process, an evaluation panel has recommended three suppliers for the PSA as set out in Recommendation B below. The recommendation provides Council with one (1) company who has an Ipswich Based Branch Office and two (2) companies being Adjacent Local Government Businesses. The recommendations have been determined by the evaluation panel to offer Council the best value for money.

RECOMMENDATION

-
- A. That in accordance with s233 of the *Local Government Regulation 2012*, Council establish a Preferred Supplier Arrangement for the supply of Road Traffic Control Services.
- B. That Council enter into a contract for the supply of Road Traffic Control Services with the suppliers listed below for a period of up to two (2) years:
- ACQUIRED AWARENESS TRAFFIC MANAGEMENT PTY LTD
 - TRAFFEX AUSTRALIA PTY LTD
 - VERIFACT TRAFFIC PTY LTD
- 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*.
- D. **Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.**
-

15. IED CAPITAL PORTFOLIO FINANCIAL PERFORMANCE REPORT - APRIL 2021

This is a report concerning Infrastructure and Environment Department's (IED) capital portfolio financial performance for the period ending 30 April 2021.

RECOMMENDATION

- A. That the monthly financial performance report on the Infrastructure and Environment Department's Capital Portfolio Budget for 2020-2021 be received and the contents noted.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.
-

NOTICES OF MOTION

MATTERS ARISING

GROWTH INFRASTRUCTURE AND WASTE COMMITTEE NO. 2021(04)

13 MAY 2021

MINUTES

COUNCILLORS' ATTENDANCE: Mayor Teresa Harding (Chairperson); Councillors Paul Tully (Deputy Chairperson), Sheila Ireland, Jacob Madsen, Marnie Doyle, Andrew Fechner, Kate Kunzelmann, Russell Milligan and Deputy Mayor Nicole Jonic

COUNCILLOR'S APOLOGIES: Nil

OFFICERS' ATTENDANCE: Acting Chief Executive Officer (Sonia Cooper), General Manager Community, Cultural and Economic Development (Ben Pole), General Manager Planning and Regulatory Services (Peter Tabulo), Acting General Manager Coordination and Performance (Barbara Dart), Acting General Manager Corporate Services (Jeff Keech), Acting General Manager Infrastructure and Environment (Sean Madigan), Manager Economic and Community Development (Cat Matson), Manager Development Planning (Anthony Bowles), Chief of Staff (Melissa Fitzgerald), Senior Engineer Traffic Systems (Josh Ellis), Senior Digital Content Officer (Brenton Waters), Community Development Manager (Melissa Dower), Manager Infrastructure Strategy (Tony Dileo), Council Liaison Officer (Karen Murray) and Theatre Technician (Harrison Cate)

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. **CONFIRMATION OF MINUTES OF THE GROWTH INFRASTRUCTURE AND WASTE COMMITTEE NO. 2021(03) OF 15 APRIL 2021**

DECISION

Moved by Councillor Andrew Fechner:
Seconded by Councillor Russell Milligan:

That the Minutes of the Meeting held on 15 April 2021 be confirmed.

AFFIRMATIVE

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

OFFICERS' REPORTS

2. DEVELOPMENT APPLICATION RECOMMENDATION - 191 AND LOT 4 WHITWOOD ROAD, 62 AUSTIN STREET 217 BARCLAY STREET NEW CHUM, 6216/2018/MAMC/A, MINOR CHANGE TO SPECIAL INDUSTRY (CHEMICAL MANUFACTURING) & ERA 7 - CHEMICAL MANUFACTURING

This is a report concerning a minor change request to development application number 6216/2018/MCU for Material Change of Use - Special Industry (Chemical Manufacturing) and Environmentally Relevant Activity (ERA) 7 - Chemical Manufacturing at 191 and Lot 4 Whitwood Road, 62 Austin Street and 217 Barclay Street, NEW CHUM QLD 4303. The application seeks amendments to the approved plans for the development, amendments to two (2) conditions of approval and amendments to the Infrastructure Charges Notice.

The subject application requires review and determination by this committee in accordance with the Framework for Development Applications and Related Activities Policy as the original application attracted more than 20 properly made submissions objecting to the proposed development.

The minor change request is recommended to be approved.

DECISION

Moved by Councillor Sheila Ireland:

Seconded by Deputy Mayor Nicole Jonic:

That Council approve development application no. 6216/2018/MAMC/A subject to conditions as detailed in Attachment 2 - Change Approval Decision Notice and Attachment 3 - Approved Plans.

AFFIRMATIVE

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

2.1. MATTER TAKEN ON NOTICE – FREQUENCY OF COMPLIANCE INSPECTIONS

Councillor Marnie Doyle queried the terms and conditions of the state government approval and how often government officers would be on-site conducting compliance checks in relation to Development Application No. 6216/2018/MAMC/A.

That the Manager Development Planning provide information to councillors on the frequency of officers from local and state government conducting inspections for compliance rather than being reactive and relying on complaints from the public.

3. IPSWICH CITY CENTRE PARKING TRIAL OUTCOMES

This is a report concerning the outcomes of the Ipswich City Centre parking trials that were endorsed by Council at its Ordinary Meeting of 30 June 2020. More specifically recommendations D & E (below) of the 'City of Ipswich Parking Pricing Strategy' General Purposes Committee report prepared by the Transport Planner (Transport Planning) dated 20 May 2020.

D. 'That Council commence a 6 month trial of a 15 minute free parking 'grace' period for parking areas within the Ipswich City Centre as outlined in the report by the Transport Planner (Transport Planning) dated 20 May 2020 and schedule the 6 month trial to commence in October 2020 following community notification'.

E. 'That Council commence a 6 month trial regarding the removal of Saturday timed and priced parking within the Ipswich City Centre as outlined in the report by the Transport Planner (Transport Planning) dated 20 May 2020 and

schedule the 6 month trial to commence in October 2020 following community notification'

DECISION

Moved by Councillor Marnie Doyle:
Seconded by Councillor Russell Milligan:

- A. That the report be received and the contents noted.**
- B. That the 15-minute free parking 'grace' period for parking areas within the Ipswich City Centre, as outlined in the report by the Senior Engineer (Traffic Systems) dated 20 April 2021, remain in effect.**
- C. That no timed and priced parking on Saturdays within the Ipswich City Centre, as outlined in the report by the Senior Engineer (Traffic Systems) dated 20 April 2021, remain in effect.**

AFFIRMATIVE

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

4. IED CAPITAL PORTFOLIO FINANCIAL PERFORMANCE REPORT - MARCH 2021

This is a report concerning Infrastructure and Environment Department's (IED) capital portfolio financial performance for the period ending 31 March 2021.

DECISION

Moved by Councillor Russell Milligan:
Seconded by Councillor Marnie Doyle:

That the monthly financial performance report on the Infrastructure and Environment Department's Capital Portfolio Budget for 2020-2021 be received and the contents noted.

AFFIRMATIVE

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

5. EXERCISE OF DELEGATION REPORT

This is a report concerning applications that have been determined by delegated authority 26 March 2021 to 27 April 2021.

DECISION

Moved by Councillor Andrew Fechner:

Seconded by Councillor Kate Kunzelmann:

That the report be received and the contents noted.

AFFIRMATIVE

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

6. PLANNING AND ENVIRONMENT COURT ACTION STATUS REPORT

This is a report concerning a status update with respect to current Planning and Environment Court actions associated with development planning applications

DECISION

Moved by Councillor Andrew Fechner:
Seconded by Councillor Kate Kunzelmann:

That the report be received and the contents noted.

AFFIRMATIVE

Councillors:

Harding

Tully

Ireland

Madsen

Doyle

Fechner

Kunzelmann

Milligan

Jonic

NEGATIVE

Councillors:

Nil

The motion was put and carried.

Councillor Sheila Ireland advised the meeting that in relation to Item 6 titled Planning and Environment Court Action Status Report that the reference at the end of the report referring to 'Division 8' is incorrect and should be changed to 'Division 1'.

Attachments

1. Attachment 1 - Planning and Environment Court Action Status Report with updated division included

NOTICE OF MOTION

Nil

MATTERS ARISING

Nil

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 9.00 am.

The meeting closed at 9.25 am.

Doc ID No: A7302155

ITEM: 2

SUBJECT: APPOINTMENT OF URBAN UTILITIES BOARD MEMBERS

AUTHOR: PROJECT MANAGER

DATE: 27 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning the proposed reappointment of Julie-Anne Schafer and Kathy Hirschfeld and the appointment of Amanda Cooper and Lucia Cade to the Board of Urban Utilities.

RECOMMENDATION/S

- A. That Council endorse the reappointment of Julie-Anne Schafer as a Board member of Urban Utilities, effective 1 July 2021, for a term of three years.**
- B. That Council endorse the reappointment of Kathy Hirschfeld as a Board member of Urban Utilities, effective 1 January 2022, for a term of three years and six months.**
- C. That Council endorse the appointment of Amanda Cooper as a Board member of Urban Utilities, effective 1 July 2021, for a term of three years.**
- D. That Council endorse the appointment of Lucia Cade as a Board member of Urban Utilities, effective 1 October 2021, for a term of three years and nine months.**
- E. That the Chief Executive Officer be authorised to sign an Instrument of Appointment of Board Members to Urban Utilities and to do any other acts necessary to implement Council's decision in accordance with section 13(3) of the *Local Government Act 2009*.**

RELATED PARTIES

The Central SEQ Distributor-Retailer Authority trading as Urban Utilities and its five Participating Local Governments:

- Brisbane City Council
- Ipswich City Council
- Lockyer Valley Regional Council
- Scenic Rim Regional Council

- Somerset Regional Council

ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

This matter was considered at Council's 27 May 2021 meeting, it was requested that this report be included as an agenda item at the June 2021 Growth, Infrastructure and Waste Committee.

The *South-East Queensland Water (Distribution and Retail Restructuring) Act 2009* required the Central SEQ Distributor-Retailer Authority now trading as Urban Utilities to enter into a Participation Agreement (the Agreement) with its five shareholding local governments (the Participants) – refer Attachment 1. The Agreement outlines the responsibilities and obligations of Urban Utilities and its Participants and includes, but is not limited to, the rights of each Participant, decision making and dispute resolution, the Board's role, composition, appointment, remuneration and powers, corporate planning, reporting and profit distribution. Urban Utilities is governed by an independent Board with eight independent directors appointed by the Participants.

Prior to 1 July 2010, the five local government areas (which Urban Utilities now serves) received water and sewerage services through either a council owned commercial business unit (e.g. Ipswich Water) or a department. The Participation rights (upon which dividends/tax equivalents are calculated) were determined on each Participant's contributed regulatory asset base at the time of Urban Utilities creation are detailed below:

Participant	Participation Right %	Participation Type #
Brisbane City Council	85.007%	Majority
Ipswich City Council	12.222%	Minority
Scenic Rim Regional Council	1.042%	Minority
Lockyer Valley Regional Council	0.903%	Minority
Somerset Regional Council	0.826%	Minority

Majority Participant means a Participant holding more than 50% of Participation Rights and a Minority Participant means a Participant other than a Majority Participant.

Under the Agreement, a Special Majority of Participants in favour of a decision is defined as:

- a) if there is a Majority Participant:
 - i. The Majority Participant; and
 - ii. 50% of the Minority Participants; or
- b) If there is no Majority Participant, 75% of the Minority Participants.

A Special Majority of Participants is required for a director's appointment, reappointment for a second term or appointment for more than two consecutive terms. At a Special Meeting of Participants in 2016, a process for future appointments/reappointments to the Board of Urban Utilities was unanimously agreed (refer Attachment 2, Annex 1).

Since 5 November 2020, Council has received correspondence from Urban Utilities (refer Attachment 3) regarding proposed appointments and reappointments to the Board due to an upcoming retirement and impending expiry of current terms. Further, Urban Utilities have supplied an Information Pack containing background to the appointments and reappointments, Board composition and skill set requirements and Curriculum Vitae's for the four candidates - (refer Attachment 2). To maintain the Board's membership at the required level and skill set moving forward, Council is required to consider the following:

- Reappoint Julie-Anne Schafer, effective from 1 July 2021, for an additional term of three years (to 30 June 2024);
- Reappoint Kathy Hirschfeld, effective from 1 January 2022, for an additional term of three years and six months (to 30 June 2025);
- Appoint Amanda Cooper, as a new Board member, effective from 1 July 2021, for a term of three years (to 30 June 2024);
- Appoint Lucia Cade, as a new Board member, effective from 1 October 2021, for a term of three years and nine months (to 30 June 2025).

Urban Utilities have confirmed that Brisbane City Council and Lockyer Valley, Scenic Rim and Somerset Regional Councils have already endorsed the appointments/reappointments of Amanda Cooper and Julie-Anne Schafer respectively (Special Majority of Participants achieved). Ipswich City Council is the first of the five Participants to consider the appointment of Lucia Cade and reappointment of Kathy Hirschfeld, the other four Participants will be considering the additional appointment/reappointment in the coming month.

Attachment 4 details the current Urban Utilities Board composition and each directors' tenure together with the proposed appointments/reappointments and their subsequent tenures.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions: *South-East Queensland Water (Distribution and Retail Restructuring) Act 2009 (Qld)*

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

FINANCIAL/RESOURCE IMPLICATIONS

There are no financial or resource implications associated with this report.


COMMUNITY AND OTHER CONSULTATION

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

CONCLUSION

In accordance with the Participation Agreement and the Board Appointment Process, Urban Utilities has proposed the reappointment of two serving directors for second terms and two candidates for upcoming vacant Board member roles.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Participation Agreement 2010/Variation 2019 (<i>under separate cover</i>) 
	CONFIDENTIAL
2.	Urban Utilities Board Information Pack (<i>under separate cover</i>)
3.	Urban Utilities Correspondence re Board Membership (<i>under separate cover</i>)
4.	Urban Utilities Board Membership Status 20.5.21 (<i>under separate cover</i>)

Greg Thomas

PROJECT MANAGER

I concur with the recommendations contained in this report.

Jeffrey Keech

ACTING GENERAL MANAGER CORPORATE SERVICES

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

Doc ID No: A7147027

ITEM: 3

SUBJECT: NORTH IPSWICH SPORT AND ENTERTAINMENT PRECINCT BUSINESS CASES AND
NATIONAL SPORTING EXPANSION INTO IPSWICH

AUTHOR: PROJECT OFFICER - MAJOR PROJECTS AND ADVOCACY

DATE: 25 MARCH 2021

EXECUTIVE SUMMARY

The North Ipswich Sport and Entertainment Precinct is a rectangular stadium concept intended to contribute to the revitalisation of Ipswich Central through regular large-scale activations as well as addressing the lack of national-level sporting content within Ipswich. Council is supporting local proponents to progress bids to participate in national sporting expansion by addressing infrastructure gaps required to attract national sporting franchises.

This report:

- Provides an overview of the strategic business case and the options analysis for the North Ipswich Sport and Entertainment Precinct, in fulfilment of Resolutions B and C of Growth and Infrastructure Committee No. 2019 (05) dated 14 May 2019 Council Decision.
- Summarise recent consultation with Brisbane Jets NRL bid and Western Pride A-League bid, including an outline of evolving national sporting bid processes as captured through the "Sporting Expansion Situational Review and Opportunities Analysis report".
- Summarise the sports event attraction opportunity as outlined in the "Sporting Expansion Situational Review and Opportunities Analysis" report.

RECOMMENDATION/S

- A. That council receive and note the contents of the:**
- **Strategic Business Case titled A Global Standard Sport and Entertainment Precinct in Ipswich.**
 - **Options Analysis for the North Ipswich Sport and Entertainment Precinct**
 - **Situational Review and Opportunities Analysis (Confidential report)**
- B. That council endorse further engagement with both NRL and A-League expansion proponents to respond to updated bid requirements in the short term and receive at a future date, a proposal for consideration.**

- C. That council endorse further engagement with both NRL and A-League into scope event attraction to Ipswich in the short term and receive at a future date, a proposal for consideration.**

RELATED PARTIES

The following parties are involved in the various components of this project:

- RPS, author of A Global Standard Sport and Entertainment Precinct in Ipswich
- KPMG, author of North Ipswich Sport and Entertainment Precinct Options Analysis
- Cox Architects, subcontracted to KPMG and designer of concept designs as part of North Ipswich Sport and Entertainment Precinct Options Analysis, and previously designs related to the North Ipswich Reserve Stadium Feasibility and Project Definition Report
- RLB, subcontracted to KPMG and financial modellers for North Ipswich Sport and Entertainment Precinct
- Steven Johnson, Chairman of Ipswich Jets, and Football and Community lead in Brisbane Jets NRL bid
- Nick Livermore, Commercial lead Brisbane Jets NRL bid
- Pat Boyle, lead Western Pride A-League bid
- Dean Hassall, sports administration consultant and author of Ipswich Sporting Expansion Situational Review and Opportunities Analysis
- Ms Jennifer Howard MP, State Member for Ipswich
- Mr Shayne Neuman MP, Federal Member for Blair

There were no conflicts of interest identified.

ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

Background

North Ipswich Reserve, located at 43 The Terrace, North Ipswich (see Figure 1 for locational map) is Ipswich's premier community sporting facility, suitable for use by a range of sports. It is the location of the North Ipswich Corporate Centre and is adjacent to Len Johnson Oval. It can host up to 10,000 people through a mix of seated and standing capacity.



Figure 1: North Ipswich Reserve Locational Map

North Ipswich Reserve is a Council asset managed by Council's Community and Cultural Services Branch. The ground and facilities are used under agreement by the Ipswich Jets Rugby League club, Rugby League Ipswich and the Queensland Rugby League. It has previously hosted National Rugby League (NRL) trial matches, and Football (soccer) pre-season games.

A revitalisation of North Ipswich Reserve into a boutique rectangular stadium offering has been under investigation by Council since the early 2000's. In recent years, several studies have been delivered with the objective of confirming service need for a rectangular stadium and developing options for potential stadium development in Ipswich.

North Ipswich Reserve in its current format does not meet market requirements and is acting as a barrier to the attraction of national level sporting content and major concert events to Ipswich.

Council declared this project Regionally Significant Project in April 2020. By 2041, the City of Ipswich's population is expected to reach 560,000. A population of this size should have adequate social infrastructure and the ability to retain sporting and entertainment expenditure within its region. A stadium redevelopment of North Ipswich Reserve is considered to have catalytic economic development potential for the historical city centre,

driving retained and new economic activity, improved brand recognition and liveability, and providing opportunity to secure ancillary investment in public transport and connectivity.

The below Table 1 (excerpt from the Options Analysis) outlines how Ipswich compares to peer regions (based on population, location 30km or more from major “metro” centres and socio-economic status) in the provision of social infrastructure. This demonstrates that Ipswich is under-provisioned in social infrastructure capable of hosting major sports and non-sports events.

Table 1: Social infrastructure provision in Ipswich and comparator regions

LGA	Population (2016 base)	Stadium	Entertainment Centre	Convention Centre	Museum	Gallery
Ipswich	193,733	-	-	-	1	1
Wollongong	203,630	1	1	-	-	1
Townsville	186,757	1	1	-	1	2
Greater Geelong	233,429	1	-	1	1	1
Sutherland Shire	218,464	1	1	1	-	1
Gold Coast	555,721	2	1	1	2	4
Moreton Bay	425,302	1	-	-	2	2
Sunshine Coast	294,367	1	-	2	1	1

Previous Council considerations

At the Growth and Infrastructure Committee No. 2019 (05) dated 14 May 2019, then Works Parks and Recreation officers delivered the North Ipswich Reserve Stadium Feasibility and Project Definition Report to Council, where it was resolved:

- A. The North Ipswich Reserve Stadium Feasibility and Project Definition Report was endorsed
- B. Concept designs for the North Ipswich Reserve Stadium Upgrades were to be developed for council’s consideration
- C. The Strategic Business Case for the North Ipswich Reserve Stadium project be prepared and presented for Council’s consideration
- D. That Council provide an in-principle commitment of \$10,000,000 to the future upgrade of North Ipswich Reserve Stadium subject to equal commitment being made by both Queensland State Government and the Federal Government

It should be noted that project and advocacy contexts have evolved and continue to evolve since Resolution D was adopted, as summarised in this report. Officers may look to address pathways for Resolution D in a subsequent report at a future meeting.

Strategic Business Case: A Global Standard Sport and Entertainment Precinct in Ipswich (February 2020 – Attachment 1)

In early 2020, Council delivered a Strategic Business Case in fulfilment of Resolution C above, with support of the Queensland Government through the Maturing the Infrastructure Pipeline Program. This was not presented to Council.

This Strategic Business Case (SBC) was delivered by RPS consultants under the oversight of the Infrastructure and Environment Department, and in adherence to the Building Queensland Business Case Development Framework.

This document (Attachment 1) established a service need for an integrated stadium-centric sporting and entertainment precinct at the site of North Ipswich Reserve, anchored around a rectangular stadium, to meet the needs of Ipswich's and the Western sub-region's (Ipswich, Lockyer Valley, Somerset, Scenic Rim and urban parts of Toowoomba) expanding population.

It concluded that there was latent opportunity to elevate Ipswich through the attraction and retention of a national sporting franchise in NRL or football (soccer) and is likely to be realised in the short-medium term if there was a commitment made to a major regional outdoor stadium capacity of 20,000 – 25,000 seats.

The Strategic Business Case recommended the preparation of a Preliminary Business Case.

NORTH IPSWICH SPORT AND ENTERTAINMENT PRECINCT OPTIONS ANALYSIS (ATTACHMENT 2)

This business case was delivered in October 2020 by a consortium led by KPMG under the oversight of the Office of Economic Development under the Building Queensland Business Case Development Framework. The Options Development phase establishes options that can deliver the benefits or address the problems identified as part of the Strategic Business Case phase.

This phase is integral in building robust, evidence-based options to inform concept designs that are reflective of opportunities and constraints. To fulfil the May 2019 resolution to progress concept designs, the Options Analysis included the development of architectural designs for two stadium options, and artist renders of one of those two developed options.

Reconfirming Strategic Business Case outcomes

This phase reconfirmed the problems that this project was seeking to solve, the related opportunities and subsequent benefits that could be delivered.

- Residents of Ipswich currently have limited access to high quality events and experiences across the region. This results in residents leaving the City of Ipswich region to consume these events and experiences elsewhere, representing a leakage to the local economy and a geographical penalty to residents.
- National awareness and the destination brand of the City of Ipswich is limited. This results in under-investment from private organisations, low in-bound tourism and flow-on adverse impacts to tourism adjacent industries, particularly within Ipswich Central.
- There is limited capacity to host major sporting and entertainment events in the region. This impacts the region's ability to attract once-off content as well as a potential national sporting franchise.

Shortlisted Options Development

Filtered from a long list of ten options (which can be reviewed at section 5.5 of attachment 2), the shortlisted option: New / redeveloped sporting and event precinct was further developed through an options development workshop and through consultation undertaken with primary users, which included NRL, A-League, local sporting proponents, and entertainment promoters to establish minimum and maximum development options.

The resulting development options are summarised in the subsequent section.

Options Analysis Outcomes

There is a strong justification for the project, for which the preferred solution was identified as a sporting and entertainment precinct at the site of North Ipswich Reserve. This is driven by unmet demand for sport and entertainment events within the Ipswich region. The demand analysis confirmed that a sport and entertainment precinct could host a strong event calendar, underpinned by two national sporting franchises.

Table 2: Options Analysis Summary

Options Analysis Summary	Option 1	Option 2
Capacity		
Total capacity	12,000	20,400
Capital expenditure		
Capital cost (\$m, P50)	\$209.48m	\$236.06m
Demand projections (core scenario)		
Annual total events	37-41	26-29
Annual estimated aggregate attendance	276,000 – 303,000	278,000 – 328,000
Financial appraisal		
Annual operating result (average year, \$m, \$FY21)	(\$1.35m)	(\$1.47m)
Project Net Present Value (\$m, FY21, 7%)	(\$192.22m)	(\$215.12m)
Economic Analysis		
Economic cost (NPV, \$m, FY21, 7%)	(\$179.75m)	(\$202.34m)
Economic benefit (NPV, \$m, FY21, 7%)	\$78.28m	\$84.82m
Net benefit (NPV, \$m, FY21, 7%)	(\$101.47m)	(\$117.52m)
Benefit – cost ratio	0.44	0.42

Stadium concept designs are available at Attachment 3, and a design render of Option 2 is available at Attachment 4.

Activation / usage considerations

Option 1 due to its capacity is considered to be better geared towards community usage and therefore has a higher event activation expectation. Option 2 with its larger capacity is geared towards higher-capacity events and has a higher operating cost, and thus less suitable for community content.

Financial and Economic considerations

It is well known that stadium infrastructure rarely operates at a profit, and the estimated operations based on the usage scenarios above reflect this. Both Option 1 and Option 2 result in annual operating losses of \$1.35m and \$1.47m respectively. This is in line with the performance of comparable venues with similar event profiles.

When infrastructure investment is considered, a cost-benefit ratio (CBR) equal or above 1 indicates that benefits outweigh the cost. Option 1 achieves a CBR of 0.44, and Option 2 achieves a CBR of 0.42. These CBRs are considered consistent with other social infrastructure and stadiums.

For comparison, Queensland Country Bank Stadium (North Queensland Stadium) achieved a CBR of 0.214.

Options Analysis Conclusions

The Options Analysis recommended the development of a Detailed Business Case.

SPORTING EXPANSION SITUATIONAL REVIEW AND OPPORTUNITIES ANALYSIS REPORT: MAY 2021

The business cases examined long-term infrastructure requirements and established that any stadium redevelopment of North Ipswich Reserve was predicated on two anchor tenants in national sporting competitions to drive activation. However, providing insight into national sporting expansion processes was outside the scope of this work.

To gain an updated understanding of the current state of national sporting expansion processes and the status of local proponents, Council procured a Sporting Expansion Situational Review and Opportunities Analysis report (Attachment 5). This piece of work engaged directly with local proponents (Brisbane Jets and Western Pride) and drew on the consultant's industry contacts and experience as a sports administrator to provide:

- The current state of NRL expansion process and insight into Brisbane Jet's bid.
- The current state of A-League expansion processes and status of Western Pride's bid.
- An opportunities analysis related to once-off event attraction to North Ipswich Reserve.

This report is listed as a confidential attachment in Attachment 5. This is confidential as it outlines information pertinent to bid processes that are currently underway. In respect of this commercial in confidence information and not to prejudice commercial negotiations, this report is confidential and relevant information is summarised below.

Sporting Expansion Process: National Rugby League

The independent review undertaken in this report outlined that the Brisbane Jets have a competitive and strong bid supported by:

- Robust business plan based on factual data from existing clubs and prosecuted by independent consultants.
- A consolidated bid proposal as a result of the Brisbane Bombers – Ipswich Jets merger.
- Represents a catchment with the strongest population growth and highest Rugby League participation rates based on registered player data.
- Strong governance.
- Established arrangements with the NRL and community clubs.
- Ability to drive community engagement initiatives within the catchment region.

The report recommended:

- That Council work closely with the Jets in finalising plans for training and administration facilities at North Ipswich Reserve as a priority.
- That Council support the bid through the provision of data.
- That Council continue to provide support the Brisbane Jets in developing strategies to promote and foster sporting participation.

Council is actively supportive of the Brisbane Jet's bid in recognition of its significant catalytic potential in stimulating economic development, business confidence, community cohesion and sporting participation.

At the time of writing, a letter of support is currently being finalised in support of the Brisbane Jets bid and outlining its competitive advantages in comparison to its competitors.

Council has engaged with the Jets to understand their training and administration facility needs and a proposal is currently being developed which could potentially be presented to committee for consideration in July.

Sporting Expansion Process: A-League

The main football competition in Australia is the newly created Australian Professional League (APL).

The Western Pride Football Club through the Greater Ipswich Expansion Bid previously bid for A-League licences and was considered to have a strong proposition due to the regional population growth, participation and engagement rates and existing relationships with other clubs. The lack of suitable facilities to meet A-League standards was a key factor in the bid being unsuccessful.

The new competition governance and restructuring of the football competition in Australia presents some risks and provides uncertainty to future expansion requirements, standards, and timeframes. Stabilisation of this governance and competition structure is likely required prior to any expansion of the competition.

Council is supportive of the Western Pride's aspiration to secure a national sporting licence.

Council will continue to engage and work closely with the Western Pride to remain informed on new competition requirements, and possible expansion requirements and timeframes. This is more likely to be a medium-term aspiration given the current state of the game nationally.

One-off event attraction opportunities

One-off event attraction could assist in addressing the problems identified in the business case process outlined earlier in this report, by providing improved access to events and experiences and improving positive brand recognition for the city in support of local business and investment.

Many major sporting codes are “shopping” their event content to venues, state and local governments, away from their traditional home grounds. Recent examples are of NRL, A-League, Test and State of Origin games being hosted by regions not traditionally associated with major sporting events including Adelaide, Sunshine Coast, Darwin, Perth, Gosford, Coffs Harbour, Christchurch and Dunedin.

This “walk in-walk out” transportability is driven by commercial objectives and relies on venues or state / local governments offering competitive terms to secure content.

For sporting organisations, it is used as a tool to secure market share and grow market interest, and to secure improved commercial incentives.

For government agencies, securing events is seen as having economic development benefits by securing in-bound tourism and highlighting the host region’s advantages as a destination to host events, live and invest.

Table 3 below outlines event attraction expectations by major sporting codes.

Table 3: Event attraction expectations by sporting industry

Focus Area	Examples of common industry treatments and solutions (not exhaustive)
Financial	<ul style="list-style-type: none">• Fee to attract NRL in-season game: circa \$150,000 - \$300,000• Fee to attract NRL pre-season game: circa \$75,000 - \$100,000• Fee to attract APL in-season game: circa \$100,000 - \$150,000• Fee to attract APL pre-season game: circa \$50,000
Other support	<ul style="list-style-type: none">• Pre-event and event management resources assistance provided by host• Host to organise and fund temporary infrastructure requirements to major event / activation capability• Coordination of resources and services such as Police, security, cleaning and waste, medical, traffic and transport management planning etc
Contract negotiation considerations	<ul style="list-style-type: none">• Negotiated fee paid to club, which may include travel expenses• Assistance in accommodation contracting• Further financial incentives may be sought by clubs through sporting governing body

	<ul style="list-style-type: none">• Venue retains income secured through ticketing and catering• Club has ability to sell merchandise and retain proceeds• Host may be responsible for operational costs (security, cleaning, waste, traffic and transport management)• Venue must meet code standards as it relates to sporting regulations, as well as safety and security• Ticket or corporate hospitality allocation may be offered to host
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Given the range of recommendations for further work outlined in the report, Council officers are seeking endorsement through this committee paper to continue engaging with national sporting bodies to investigate once-off event attraction.

LEGAL/POLICY BASIS

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

The North Ipswich Sport and Entertainment Precinct was identified as a Regionally Significant Project as a result of the Advocacy for Regionally Significant Projects Policy, and associated Regionally Significant Project Prioritisation Process in April 2020.

RISK MANAGEMENT IMPLICATIONS

There are several risks to consider with the recommendations presented.

Business case outcomes

The outcomes of the business cases are predicated on two national sporting franchises as anchor tenants to drive activation. Without these, there is a significant risk that the financial appraisal and events calendar outlined in the business cases would not be achieved.

Sporting expansion outcomes

There is a risk that licence bids in both NRL (current) and Football (future) may be awarded to other regions. To mitigate this, Council should pursue short term actions to support local bid proponents.

Community support

Previous community engagement indicated that there was support for major sporting and entertainment content, however this may not be indicative of current sentiment. If the community does not support live sporting events, or the proposal for a redevelopment of North Ipswich Reserve, then social licence to continue investigations in this project would be lacking and there is a risk that project progression would not be supported.

Once-off event attraction is considered to be a risk mitigator in relation to this project. This is due to it acting as a proxy to test real-life demand for major sporting content in Ipswich.

Impact of social infrastructure shortfalls

Without investment in significant social infrastructure (such as stadia infrastructure), it is expected that the problems identified in the Options Analysis will persist.

This represents a significant risk to the City of Ipswich's reputation as an attractive, liveable city as a geographical penalty will continued to be experienced by residents as the city's population expands. As the population continues to grow, this shortfall in social infrastructure will become more acute.

Lack of State and Federal government support

Council has been advocating to both State and Federal governments for financial assistance to support the delivery of the Detailed Business Case.

The State Government is proposing a \$1 billion redevelopment of the Gabba to serve the 2032 Olympics with the assistance of the Federal government. As a result, State and Federal government may not have appetite for regional stadia investment within the 10 years.

FINANCIAL/RESOURCE IMPLICATIONS

The Strategic Business Case was funded by a grant provided by the Queensland Government through the Maturing the Infrastructure Pipeline Program, providing the total cost of \$53,300 ex GST towards delivery of the Strategic Business Case.

The Options Analysis and Concept Designs was solely funded by Council at a cost of \$291,000 ex GST. This was necessary to provide an informed evidence base to support the development of Concept Designs.

The Situational Review and Opportunities Analysis was solely funded by Council at a cost of \$14,300 ex GST.

Further financial and resourcing implications for Brisbane Jets bid support and once-off event attraction require further scoping. Proposals will be brought to Council for consideration once investigations are undertaken. Event attraction and other supporting activities are not currently budgeted for.

COMMUNITY AND OTHER CONSULTATION

Community consultation was not undertaken during the Strategic Business Case, in adherence with the recommendations of the Business Case Development Framework. Internal consultation focused on the development of the Investment Logic Map and involved a number of branches from the following departments:

- Infrastructure and Environment
 - Open Space and Facilities
 - Built Environment
 - Infrastructure Strategy
- Planning and Regulatory Services
 - Development Assessment
 - City Design / Strategic Planning
- Community and Cultural Services
 - Office of Economic Development

- Sport and Recreation

The Options Analysis involved both external and internal consultation.

The Ipswich community was asked via Shape Your Ipswich in February 2020 to participate in a survey which analysed sporting participation and attendance at live events, live entertainment event participation and willingness to travel, and likelihood to attend local games should local content be increased. This was publicised on IpswichFirst and officers throughout Council were requested to share via their networks. The survey was open for two weeks and was completed by 108 survey participants. The survey participants who completed this survey demonstrated a high level of engagement in both live sporting and live non-sporting entertainment content, and a demonstrated willingness to attend local content should it be provided in their sporting code or non-sporting event of choice.

Internally, consultation sessions for the Options Analysis were undertaken during February 2020, with internal stakeholders divided by department to investigate subject-matter specific information. The following sessions were undertaken:

- Facilities and Sport and Recreation sections
- Office of Economic Development, in conjunction with Destination Development
- Social Planning and Communities sections
- Planning and Regulatory Services
- Infrastructure and Environment, in conjunction with Transport Strategy and Infrastructure Strategy

Industry consultation was undertaken March 2020 by KPMG and included:

- National Rugby League
- Ipswich Jets
- A-League
- Western Pride
- Entertainment Promoters

The City Events branch in Council also provided input to current city-wide events during the Options Analysis.

A previous stadium concept was presented to the community as part of consultation on the North Ipswich Open Space Master Plan in 2018, where it was identified as within the top 3 features the community would like to use, and the top feature the community wanted Council to prioritise.

The provision of this comprehensive report with supporting documentation to Council ensures the Mayor and Councillors are fully informed about the North Ipswich Sport and Entertainment Precinct and able to inform its next steps.

CONCLUSION

The North Ipswich Sport and Entertainment Precinct has long-term importance to the City of Ipswich in addressing social infrastructure shortfalls. It would improve accessibility to major

sports and non-sports event, act as a catalyst to improve brand recognition and business confidence and enable the City to attract major sporting and non-sporting content.





Due to this long-term potential, it is recommended that the North Ipswich Sport and Entertainment Precinct remain a regionally significant project over the medium-long term as a key project to address social infrastructure shortfalls.

However, due to the stadium being most feasible with the attraction of two national sporting licences, it is suggested that short-term actions be geared towards supporting local proponents in meeting bid requirements.

In the short-term, it is recommended that Council focus on:

- Continuing engagement with local bid proponents to identify and scope pathways to meet bid requirements.
- Undertaking engagement with national sporting codes and scoping for one-off sporting event attraction to address a lack of national sporting content in Ipswich and to raise the profile of the City to external audiences.
- Remaining informed on the restructuring of national sporting organisations (A-League and FFA de-merger) and game formats (NRL) and understand and identify opportunities to adjust advocacy activities.
- Continuing to advocate to State and Federal funding to support the progression of this project towards an investment-ready decision.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	A Global Standard Sport and Entertainment Precinct Strategic Business Case <i>(under separate cover)</i> 
2.	North Ipswich Sport and Entertainment Precinct Options Analysis <i>(under separate cover)</i> 
3.	North Ipswich Sport and Entertainment Precinct Design Report <i>(under separate cover)</i> 
4.	North Ipswich Sport and Entertainment Precinct Option 2 Design Render <i>(under separate cover)</i> 
	CONFIDENTIAL
5.	Sporting Expansion Situational Review and Opportunities Analysis <i>(under separate cover)</i>

Clare Coburn

PROJECT OFFICER - MAJOR PROJECTS AND ADVOCACY

I concur with the recommendations contained in this report.

Cat Matson

MANAGER, ECONOMIC AND COMMUNITY DEVELOPMENT

I concur with the recommendations contained in this report.

Ben Pole

GENERAL MANAGER - COMMUNITY, CULTURAL AND ECONOMIC DEVELOPMENT

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Doc ID No: A7224705

ITEM: 4
SUBJECT: BLACKALL MONUMENT RELOCATION INVESTIGATIONS
AUTHOR: PLANNING OFFICER (BUILT ENVIRONMENT)
DATE: 20 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning the potential relocation of the Blackall Monument currently situated on Denmark Hill to its original location in d’Arcy Doyle Place, Ipswich

RECOMMENDATION

- A. That the report be received and the contents noted.**
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.RELATED PARTIES**

There is no declaration of conflicts of interest regarding this report.

ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

At its Ordinary Meeting on the 25 February 2021, Council endorsed the report titled ‘Public Monuments and Memorials – Assessment of Applications’ (refer to item 15.2 tabled at the Council Ordinary meeting). The report predominately focused on applications received by Council from external community groups seeking approval to proceed. However, during the tabling of the report Council resolved an additional recommendation: *‘That a report on the Blackall Monument situated on Denmark Hill and the relocation of the monument to its original location place in d’Arcy Doyle Place, including costs to relocate, be provided to the April Council meeting’.*

Due to the length of time required to undertake investigation into the relocation, a report was not able to be finalised and submitted to Council in April. This report will provide some further context to the information sought from Council on the potential relocation of the Blackall Monument from Denmark Hill back to its initial location within d’Arcy Doyle Place.

The Blackall Monument

The Blackall Monument (the monument), was installed within the Ipswich Central Business District (CBD) in 1880 to honour popular past Governor of Queensland Samuel Blackall. Due to safety reasons associated with its initial location (i.e. within d'Arcy Doyle Place), the monument was relocated to its current location at Denmark Hill in 1927. The monument was later restored and set in the current gardens when the Denmark Hill Environmental Park was established in 1979. The concern with the original location was that the monument was positioned in the middle of the street at the corner of Nicholas Street and Brisbane Street. Due to the increased number of vehicles travelling along the road within close proximity to the monument, there was concern it may be struck by a vehicle thereby damaging it, or it may become a roadside hazard.

Attachment 1 shows both the current location and the proposed relocation site (the original site) with photos showing it in situ in its original location.

Proposed Relocation Costs

To appreciate a true cost of relocating the monument, Council would need to engage a specialist stonemason and associated design consultant to assist in this specialist work. Without undertaking a thorough design investigation to have the monument relocated, providing an accurate cost estimate is somewhat problematic.

In the absence of engaging external consultants to assist with design and specialist advice to determine an order of cost for this proposal, Council officers have used a cost estimate from a previous investigation undertaken in 2011. The preliminary investigations undertaken in 2011 provided an overall quote to relocate the monument without due consideration of other project related costs. Therefore, in determining an order of cost for the relocation, costs associated with the following project items have been considered:

d'Arcy Doyle Place Site Works

- Monument base and surrounding design
- Service impacts and any potential relocation
- Demolition
- Plinth and engineered footings
- Surrounding works (paving or other designed elements)
- Dedication and interpretative plaque (new)

Denmark Hill Site Works

- Demolition and removal of site-specific materials, mostly bricks, concrete and fill or redesign to retain remaining elements
- Interpretative plaque (new)
- Design to note the location from 1930s to present date
- Landscape works (could include an art piece to imply the remnants of the monument etc)

Other Project Considerations

- Road closures and traffic control

- Development Planning and Building Approvals
- Certified engineering designs for the monument and footings

Based on the previous investigations and quotation, and consideration of the additional project items noted above, the order of costs to relocate the monument would be approximately \$890,000.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Not Applicable

RISK MANAGEMENT IMPLICATIONS

Due to the age of the monument, should Council determine that it is to be relocated back to d'Arcy Doyle Place then there is the risk of potential damage occurring to the monument. Any relocation would require a specialist stonemason to ensure the safe relocation and preservation of this historic monument. Council officers have not engaged with a specialist stonemason or expert consultant recently to determine the suitability of undertaking this activity. As far as practicable, the risks associated with this capital project have been allowed for within the escalation of the previous order of costs.

There is also the risk of either adverse or positive public opinion regarding the relocation of the monument. To date Council has not undertaken any public consultation on whether there is community support to proceed with relocation of the monument. It appears to date there has been mixed sentiment on whether the monument should be relocated and therefore Council may consider undertaking further community consultation.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision

(a) in a way that is not compatible with human rights; or

(b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.

The Blackall Monument Relocation Investigation report has been subject to a human rights analysis to ensure:

(a) the decision to table the presented information is compatible with human rights; and

(b) to give proper consideration to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 2. The outcome of the human rights analysis is that the recommendation to receive and note the Blackall Monument Relocation Investigation report is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

In the absence of further specialist design or advice, the estimated cost to undertake the relocation of the monument from Denmark Hill to d'Arcy Doyle Place, is in the order of \$890,000. Council currently does not have any funds allocated towards any work associated with the monument.

Should Council require a more accurate scope of works and cost estimate, the engagement of specialist consultant services could be considered to undertake further detailed investigations. There are currently no funds allocated in any Council budgets towards engagement of an external consultant, however it is anticipated that the external consultant services would cost in the order of \$50,000.

COMMUNITY AND OTHER CONSULTATION





No community consultation has been conducted with regards to the current proposed relocation of the monument. Council may wish to further consider the community sentiment in this regard through a community engagement strategy.

CONCLUSION

Council has requested a report on the potential relocation of the Blackall Monument currently situated on Denmark Hill to its original location in d'Arcy Doyle Place.

Based on previous investigations, it is considered that the relocation of the monument would be in the order of \$890,000. However, due to the age of the monument and the unknown risks associated with any relocation, a more accurate scope of works and cost estimate would be required. Council currently does not have any funds allocated in any current or future budgets to consider the monument relocation as a potential project.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Blackall Monument Relocation: Existing and Proposed Location Plans  
2.	Blackall Monument Relocation Investigation Human Rights Impact Assessment Checklist  

Andrew Hornery

PLANNING OFFICER (BUILT ENVIRONMENT)

I concur with the recommendations contained in this report.

Mary Torres

INFRASTRUCTURE STRATEGY AND PLANNING MANAGER

I concur with the recommendations contained in this report.

Tony Dileo

MANAGER, INFRASTRUCTURE STRATEGY

I concur with the recommendations contained in this report.

Sean Madigan

ACTING GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT

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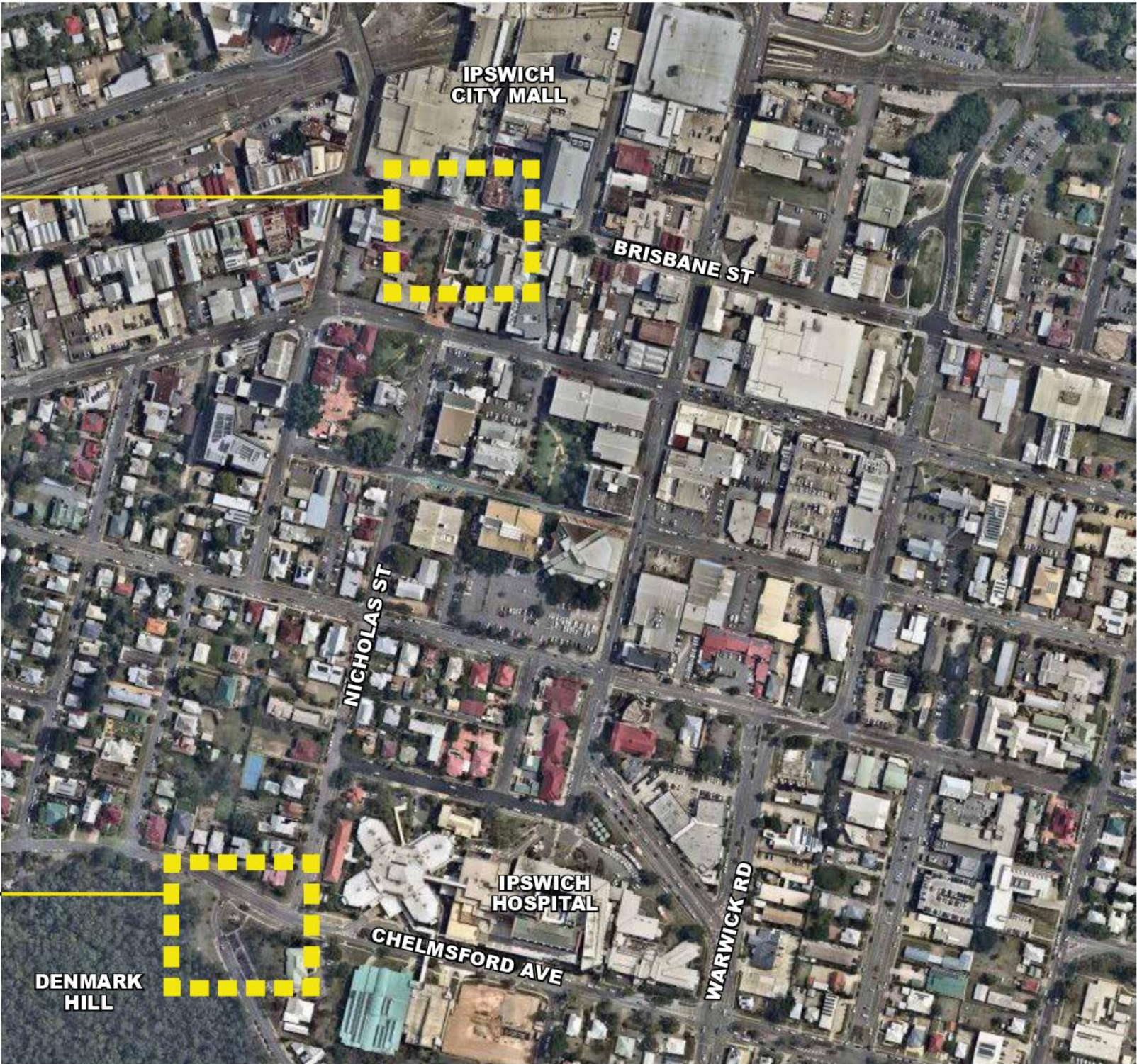
BLACKALL MONUMENT

Cnr Chelmsford Ave and Outridge St Ipswich (current location)
RELOCATION INVESTIGATIONS

APRIL 2021

PROPOSED LOCATION
Refer to Inset B (Page 2)
Cnr Brisbane St and
Nicholas St, Ipswich

EXISTING LOCATION
Refer to Inset A (Page 2)
Cnr Chelmsford Ave and
Outridge St, Ipswich



LOCATION PLAN





BLACKALL MONUMENT

Cnr Chelmsford Ave and Outridge St Ipswich (current location)

RELOCATION INVESTIGATIONS

APRIL 2021



INSET A: Existing Location



INSET B: Proposed Location





IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	24 / 05 / 2021
Assessment Made By	Andrew Joseph Hornery
Act/Decision Assessed	Blackall Monument Relocation
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights.</p>

Item 4 / Attachment 2.

<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ▪ identify each right ▪ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments 'Guide: Nature and scope of the protected human rights'.</p> <p>Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p>	
	<input type="checkbox"/>	<p>Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</p>
	<input type="checkbox"/>	<p>Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be 'arbitrarily' deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</p>
	<input type="checkbox"/>	<p>Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</p>
	<input type="checkbox"/>	<p>Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn't be subject to conditions that violate individual dignity or exploit human productivity. Limitation: does not include service/work required under a court order, in an emergency or that is part of civil obligations.</p>
	<input type="checkbox"/>	<p>Freedom of movement (section 19) – every person lawfully in Queensland has the right to move freely within Queensland, enter or leave and choose where to live.</p>
	<input type="checkbox"/>	<p>Freedom of thought, conscious, religion and belief (section 20) – the right to develop autonomous thoughts and conscience, to think and believe what they want, to have or adopt a religion and to demonstrate religion or belief through worship, ritual, practice and teaching.</p>
	<input type="checkbox"/>	<p>Freedom of expression (section 21) – the right of all persons to hold an opinion without interference and to seek, receive and express information and ideas. The right encompasses seeking information from government (XYZ v Victorian Police [2010] VCAT 255)</p>
	<input type="checkbox"/>	<p>Peaceful assembly and freedom of association (section 22) – Right to gather together in order to exchange, give or receive information, to express views or to conduct a protest or demonstration. Limitation: only applies to peaceful assemblies.</p>
	<input type="checkbox"/>	<p>Taking part in public life (section 23) – the right of all persons to contribute to and exercise their voice in relation to the public life of the State. Ensures all persons have the opportunity to contribute to the political process and public governance. Includes right to vote and to be elected to public office. Limitation: Applies to 'eligible persons' (e.g. persons old enough to vote).</p>
<input type="checkbox"/>	<p>Property rights (section 24) – protects the right of all persons to own property (real and personal property) and to not be arbitrarily deprived of property. Limitation: cannot be 'arbitrarily' deprived of property (i.e. by conduct that is capricious, unpredictable or unjust).</p>	
<input type="checkbox"/>	<p>Privacy and reputation (section 25) – A person has the right not to have their privacy, family home or correspondence unlawfully or arbitrarily (capricious, unpredictable or unjust) interfered with. A person has the right not have the person's reputation unlawfully attacked. Limitation: cannot be unlawfully or arbitrarily interfered with.</p>	

Item 4 / Attachment 2.

Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) – Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) – rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights – Aboriginal peoples and Torres Strait Islander peoples (section 28) – protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) – entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) – recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) – A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) – protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) – recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) – protects against double jeopardy – not to be taken to court or punished more than once for an offence they have already been convicted or acquitted.
	<input type="checkbox"/>	Retrospective criminal laws (section 35) – the right to not be found guilty of an offence for an action that was not an offence at the time it was committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) – right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) – right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

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<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p>
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable (proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

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<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

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<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right – END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right – Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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ITEM: 5

SUBJECT: 1 NICHOLAS STREET AND IPSWICH CENTRAL LIBRARY - GREEN WORKPLACE TRAVEL PLAN

AUTHOR: TRANSPORT PLANNER (TRANSPORT PLANNING)

DATE: 17 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning the development by Ipswich City Council of a corporate Green Workplace Travel Plan for 1 Nicholas Street and the Ipswich Central Library.

RECOMMENDATION/S

- A. That the report be received and the contents, particularly the *Green Workplace Travel Plan* as detailed in Attachment 1 of the report by the Transport Planner (Transport Planning) dated 17 May 2021, be noted.
- B. That the outcomes and key messages of the *Green Workplace Travel Plan* be communicated and promoted to Ipswich City Council employees.
- C. Recommendations A and B are compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

RELATED PARTIES

There is no declaration of conflicts of interest regarding this report. Details of the related parties that were consulted as part of the development of the Green Workplace Travel Plan are provided under the community and other consultation heading.

ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

Background

Council have decided to develop a corporate Green Workplace Travel Plan (GWTP) based on the following three key drivers:

1. The impending relocation of Council employees to 1 Nicholas Street and the Ipswich Central Library. Council's move to the Nicholas Street Precinct has provided an opportune time to analyse how employees currently travel to and from work and to understand how employee travel patterns are likely to change post relocation to the Nicholas Street Precinct.
2. An acknowledgement of a changing environment for commuter parking within the Ipswich Central Business District (CBD), as a result of Council's move to the Nicholas Street Precinct. Commuter parking was identified by the CBD Change Lead as the most common topic raised and discussed by employees as part of the relocation.

3. The following supporting corporate publications:

(a) **iGO - City of Ipswich Transport Plan**

Action TDM 7: "Engage with major city employers (including Council) to facilitate institutional change, provide incentives and develop Sustainable Workplace Travel Plans".

(b) **iGO Active Transport Advocacy and Action Plan**

Action 8.5: "Engage with major employment generators and implement Sustainable Workplace Travel Plans to encourage and provide incentives for employees to travel to work via sustainable modes of transport. A pilot program for Ipswich City Council workers could be considered in the short term".

Action 8.6: "Prepare and deliver a Green Travel Plan for all of Ipswich City Council offices and utilise as a case study to deliver similar plans for other businesses".

(c) **City of Ipswich Sustainability Strategy**

"Council will work with partners towards becoming a carbon neutral organisation by 2021' – The implementation of actions as a result of a green travel plan will directly and indirectly contribute to reducing council's scope 1 & scope 3 emissions".

"The Ipswich City Council Green Workplace Travel Plan is designed to assist in this fleet reduction by offering or promoting other means of travel for council employees".

Green Workplace Travel Plan

A GWTP, often referred to as a 'travel plan', is a management strategy for delivering long term behavioural change and sustainable travel patterns.

GWTPs are designed to become embedded into an organisation's business as usual operations. They comprise a package of transport and non-transport actions, designed to work together to achieve defined outcomes.

A GWTP is a means of delivering Travel Demand Management (TDM). Travel Demand Management is the application of a focused, data-led strategy that seeks to change demand on transport networks through behaviour change. This behaviour change focuses on redistributing journeys to other modes, times, routes or removing the journey altogether. It is most effectively applied when there is an impetus or catalyst for change.

The development of the GWTP commenced in mid-2020 and the technical report was completed in May 2021 (refer to attachment 1), using the five-step process identified in Figure 1 below.

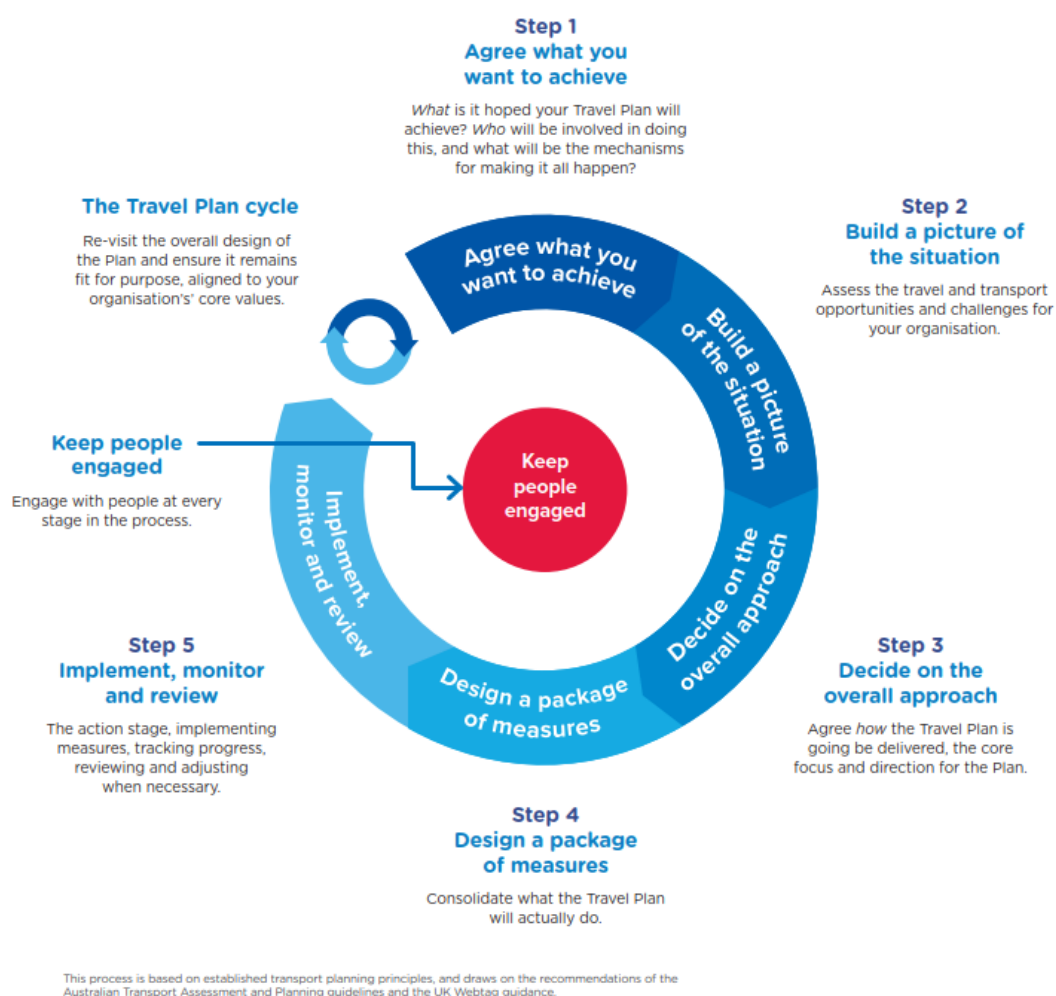


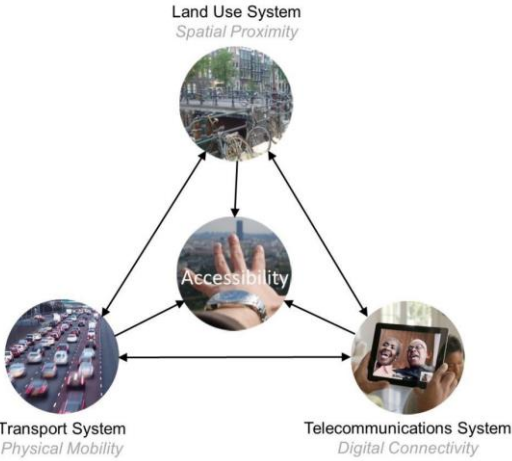
Figure 1: Five step Workplace Travel Planning Process

For ease of reference, a summary of the key components of the GWTP are outlined in Table 1 (page over).


Table 1: GWTP Key Components

<u>SECTION OF REPORT</u>	<u>DETAILS / COMMENTS</u>	<u>MORE INFORMATION</u>
<u>AGREE WHAT YOU WANT TO ACHIEVE</u>	<p>A vision and overall objectives were identified within the project team, based on best practice detail and internal feedback received from various departments within the organisation.</p> <p><u>VISION</u> <i>To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices</i></p> <p><u>OBJECTIVES</u></p> <ul style="list-style-type: none"> • Ensure employees can access the CBD site safely and securely • Improve the health and well-being of our employees • Ensure employees have fair and equitable access to the workplace • Ensure staff have attractive options to access work and the workplace, to enable them to contribute effectively • Reduce carbon emissions and transport related pollution • Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site 	<p><u>Pages 12-14 in Attachment 1</u></p>

<p><u>BUILD A PICTURE OF THE SITUATION</u></p>	<p>This section outlines the current situation based on results from focus groups ('attitudes and perceptions'), a policy audit ('policy context'), site audit inspections ('physical influences'), and employee travel patterns (from a travel survey).</p> <p><u>EMPLOYEE ATTITUDES AND PERCEPTIONS</u></p> <ul style="list-style-type: none"> • Flexible working was viewed positively by most employees, with most commenting that they found it more productive. • Many employees expressed difficulty with finding free car parking when travelling to work. • Safety and security issues are a concern. • There appears to be some latent demand for cycling to work, with safety concerns being the key constraint. • Most employees do not consider public transport to be a viable option, however latent demand for public transport does exist. • Carpooling was not widely considered to be an option, although there was some interest. • There may be some limited potential to encourage people to walk to work more with the new end of trip facilities. • There is a level of environmental concern and awareness, with a desire to change their travel habits to be more environmentally sustainable. <p><u>PHYSICAL INFLUENCES</u></p> <ul style="list-style-type: none"> • Site audits suggest access to the new buildings by public transport and active transport is relatively easy, with multiple PT services near the new buildings. • The quality and convenience of the PT services are unattractive for the majority of employees. • The new site is relatively easy to access by car, with a range of on street and off-street parking options within relatively easy reach. <p><u>EMPLOYEE TRAVEL PATTERNS</u></p> <ul style="list-style-type: none"> • The results of the travel survey provide a highly reliable insight into employee travel patterns (74% response rate). It indicates that most employees commute to work by car (92% of respondents), with time and convenience being the main reason for this. • The travel survey indicated a significant increase in working from home (WFH). Approximately 65% of employees indicated they are open to working from home in some capacity, compared to 20% prior to COVID 19. • The travel survey data suggests there is potential to reduce the carbon footprint of Ipswich City Council with the relocation the new Administration building and library. <p><u>POLICY CONTEXT</u></p> <ul style="list-style-type: none"> • A review of current policy influences on travel and transport was undertaken to understand potential policy influences on employee travel choices. This included a review of the following: <ul style="list-style-type: none"> ○ Council's flexible working procedures (including the potential use of remote offices) ○ Council's fleet ○ Options to provide assistance with travel costs (i.e. salary sacrificing) 	<p><u>Pages 15-27 in Attachment 1</u></p>
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<p><u>DECIDE ON THE OVERALL APPROACH</u></p>	<p>This chapter outlines the overall approach agreed for delivering the GWTP.</p> <p><u>TRIPLE ACCESS SYSTEM</u></p> <p>The GWTP has been hinged around the three key themes from the Triple Access System (TAS):</p> <ul style="list-style-type: none"> • Land Use System - the land use system enables access through spatial proximity • Transport System - the transport system enables access through motorised mobility • Telecommunications System - the telecommunications system enables access through digital connectivity <p>This research-based framework emphasises the centrality of accessibility as the driver of behaviour and demand for transport system use. The triple access system provides resilience, through the re-balancing of the three types of access in response to change.</p>  <p>The diagram illustrates the Triple Access System (TAS) as a triangular framework. At the center is a circle labeled 'Accessibility' with an image of a hand pointing. Three other circles are connected to it by double-headed arrows. The top circle is labeled 'Land Use System' with the subtitle 'Spatial Proximity' and shows a city street. The bottom-left circle is labeled 'Transport System' with the subtitle 'Physical Mobility' and shows a busy highway with traffic. The bottom-right circle is labeled 'Telecommunications System' with the subtitle 'Digital Connectivity' and shows a person using a tablet. The entire diagram is enclosed in a rectangular border.</p>	<p><u>Pages 28-30 in Attachment 1</u></p>
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<p><u>DESIGN A PACKAGE OF MEASURES / INITIATIVES</u></p>	<p>The plan establishes 19 actions/initiatives, 17 of which are based on one of the Triple Access System themes.</p> <p>Actions/initiatives within the GWTP have been identified and prioritised using the following timeframes:</p> <ul style="list-style-type: none"> • Requiring immediate attention (IA) • Short term – within 12 months (S) • Medium term – within 1 -2 years (M) • Long term – 2-5 years (L) <p><u>LIST OF ACTIONS / INITIATIVES</u></p> <p><u>OVERARCHING</u></p> <ul style="list-style-type: none"> • Appoint a Green Workplace Travel Plan coordinator (IA) • Continue engagement with employees (IA) <p><u>TRANSPORT SYSTEM</u></p> <ul style="list-style-type: none"> • Promote end of trip facilities (IA) • Provide holistic travel information to employees (IA) • Encourage and support the use of E-bikes (S) • Encourage and support the use of E-scooters (S) • Promote carpooling (IA) • Promote and support the use of heavy rail (M) • Transition to a fleet with low emissions vehicles (L) • Support Demand Responsive Transport (DRT) service opportunities (L) • Improve quality of connections for people arriving on foot and by bike (M) • Review opportunities for incentivisation of sustainable travel options (S) • Promotion of national sustainable travel events i.e. national ride to work day (IA) <p><u>TELECOMMUNICATIONS SYSTEM</u></p> <ul style="list-style-type: none"> • Develop a clear Work from Home (WfH) & flexible working policy and support consistently across Council (S) • Encourage employees to Work from Home (where appropriate) to reduce carbon emissions (S) • Provide employees the facilities, resources and training to Work from Home effectively (S) <p><u>LAND-USE SYSTEM</u></p> <ul style="list-style-type: none"> • Develop a parking management strategy for the office relocation (IA) • Promote the use of local amenities and facilities (L) • Establish remote offices with hot desks where there are concentrations of employees further from the office (L) 	<p><u>Pages 31-39 in Attachment 1</u></p>
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<p><u>IMPLEMENT, MONITOR AND REVIEW</u></p>	<p><u>IMPLEMENTATION</u></p> <p>Implementation of the GWTP will require support from across Council. The appointment of a GWTP coordinator is essential for the successful implementation of the GWTP.</p> <p>Best practice implementation processes involve the following:</p>  <p><u>MONITORING & EVALUATION</u></p> <p>To monitor the progress of the implementation of the initiatives, several Key Performance Indicators (KPIs) have been devised. Each KPI links back directly to an objective and has been developed to be measurable on a cyclical basis.</p> <p>Three (3) principles have been developed to guide Council's monitoring and evaluation framework:</p> <ul style="list-style-type: none"> ○ Proportionality - ensure the effort or resource involved is appropriate to the results received. ○ Partnership – ensure collaboration and transparency within Council to maximise efficiencies. ○ Prioritise - identify evidence gaps and prioritise initiatives that are most important to the organisation. 	<p><u>Pages 40-49 in Attachment 1</u></p>
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The following actions/initiatives noted in Table 2 (below) have been identified within the GWTP as requiring immediate attention by Council. These actions have been based on the triple access system as outlined in Figure 2.

Table 2: List of initiatives to be implemented immediately

Theme	Initiatives
Overarching	Appoint a Green Workplace Travel Plan coordinator
Overarching	Continue to engage with employees
Transport System	Promote end of trip facilities
Transport System	Provide holistic information about sustainable working at Council
Transport System	Promote carpooling
Land use System	Develop a parking management strategy for the new offices

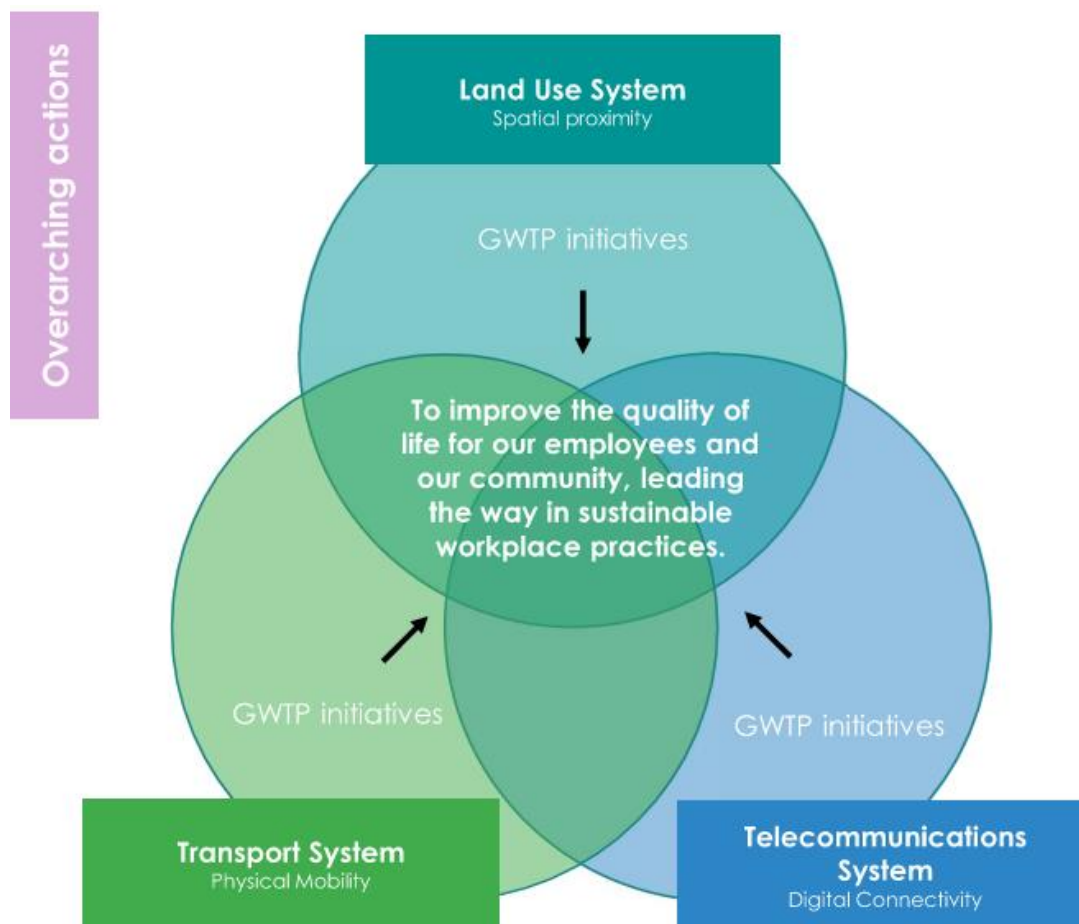


Figure 2: Triple Access System based action areas to achieve the GWTP vision

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Not Applicable

RISK MANAGEMENT IMPLICATIONS

As previously mentioned, the GWTP is a means of delivering Travel Demand Management. There are several risks to Council if the GWTP is not properly implemented. CBD Parking pressures and traffic congestion within peak periods will continue to exacerbate if the dominance of the private motor vehicle continues over other more sustainable modes of travel. The GWTP will help to reduce these impacts by shifting staff trips to alternatives as well as reducing demand through behaviour change.

This report identifies the need for Council to also acknowledge the importance of a Travel Plan Coordinator in the successful implementation of the GWTP. If the responsibilities of a Travel Plan Coordinator cannot be allocated to an existing or new role within the organisation, there is the risk that the GWTP will not receive the attention that it needs to be successful, particularly with competing corporate priorities.

A position description of the Travel Plan Coordinator including the position's roles and responsibilities can be found in Appendix K of the GWTP (Attachment 1 of this report). In short, a Travel Plan Coordinator would be responsible for implementing the actions/initiatives, keeping track of progress, reviewing and adjusting measures to meet changing circumstances and ensure the vision and objectives are achieved. This position would remain the key touch point and leader for the implementation of the plan to maintain efficiency.

The Project Lead from Mott MacDonald (consultant that was engaged by Council to deliver the GWTP), has previously been involved in a successful workplace travel plan for Optus at their Macquarie Park (NSW) location. This particular workplace travel plan has been successfully running for more than a decade, with a Travel Plan Coordinator being one of the keys to its successful implementation.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision

(a) in a way that is not compatible with human rights; or

(b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.

Recommendation A of this report seeks Council's adoption of the Green Workplace Travel Plan as detailed in Attachment 1 of the report. The Green Workplace Travel Plan has been subject to a human rights analysis to ensure:

(a) the decision to adopt the Green Workplace Travel Plan is compatible with human rights; and

(b) to give proper consideration to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 2. The outcome of the human rights analysis is that the decision to adopt the Green Workplace Travel Plan is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

This report identifies the need for Council to acknowledge the importance of a Travel Plan Coordinator in the successful implementation of the GWTP. The immediate financial/resource implication of the GWTP would be to appointment a Travel Plan Coordinator. This role may not need to be in the form of a full-time position (FTE) but could be in the form of a new part-time role or alternatively the responsibilities could be added to an existing role within the organisation.

All other funding requirements of the GWTP will be considered on a project by project basis and if additional funds or alternative funding models are required, will be requested of Council via the appropriate processes.

COMMUNITY AND OTHER CONSULTATION

Internal Consultation

The development of the GWTP included the following internal consultation activities:

- **Weekly Project Team (PT) meetings**
- **Monthly Working Group (WG) meetings**
- **Three (3) Focus Groups**
 - Used to understand employee travel patterns, opinions, opportunities and barriers
- **Nine (9) Behaviour Change Workshops**
 - An opt-in session targeting employees that were interested in playing a greater role in the development of the GWTP, and specifically to identify people who could become champions for the GWTP
 - The workshops empowered participants to:
 - Understand how the move offers opportunity for thinking about change
 - Understand the principles of behaviour change
 - Understand different ways people can change
 - Experience making a change; and
 - Think about 'tools of change' that they and others might need
- **A Staff Travel Survey**
 - A survey developed to understand existing and future travel patterns, to understand the popularity of 'Working from Home' etc.
 - 554 employees across Council participated in the travel survey (a 74% response rate)

As identified in Table 3 (below), each Council department were involved in some capacity throughout the course of the project.

Table 3: List of Internal Stakeholders

INTERNAL STAKEHOLDERS	Project Team (PT)	Working Group (WG)	Focus Groups	Behaviour Change Workshops
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Infrastructure and Environment Department (IED)	✖	✖	✖	✖
Coordination and Performance Department (CPD)	✖	✖	✖	✖
Corporate Services Department (CSD)	✖	✖	✖	✖
Community, Cultural and Economic Development Department (CCED)		✖	✖	✖
Planning and Regulatory Services Department (PRS)		✖	✖	✖

External Consultation

Several stakeholders from organisations outside of Council were involved in an advisory capacity. The decision to involve other government stakeholders in the development of the GWTP was to understand how other organisations are supporting their employees with their journey to and from work. The involvement of external government stakeholders provided Council with several lessons learnt from an implementation perspective. The following organisations were involved in the regular working group meetings:

Table 4: List of External Stakeholders



EXTERNAL STAKEHOLDERS	Project Team (PT)	Working Group (WG)	Behaviour Change Workshops
Brisbane City Council		✖	
Redland City Council		✖	
Sunshine Coast Regional Council		✖	
Queensland Government Department of Transport and Main Roads		✖	

Consultation with the broader community was not required, given that the GWTP is a corporate document affecting Council employees only.

CONCLUSION

A Green Workplace Travel Plan (GWTP) has been developed for 1 Nicholas Street and the Ipswich Central Library. This GWTP contains 19 actions for implementation, based on a Triple Access System developed to achieve six (6) objectives and an overarching vision for sustainable workplace travel within the organisation.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	1 Nicholas Street and Ipswich Central Library Green Workplace Travel Plan ↓ 
2.	Human Rights Impact Assessment - Green Workplace Travel Plan ↓ 

James MacArthur

TRANSPORT PLANNER (TRANSPORT PLANNING)

I concur with the recommendations contained in this report.

Mary Torres

INFRASTRUCTURE STRATEGY AND PLANNING MANAGER

I concur with the recommendations contained in this report.

Tony Dileo

MANAGER, INFRASTRUCTURE STRATEGY

I concur with the recommendations contained in this report.

Sean Madigan

ACTING GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT

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



This report

This report

This report has been prepared for Ipswich City Council by Mott MacDonald.

How to read this report

This report is designed to be viewed on screen to minimise the environmental impact, but can be printed A4 if desired.

Confidentiality

All contents of this report are strictly confidential.

Disclaimer

This report has been prepared solely for the purpose of the Ipswich City Council to develop a Green Workplace Travel Plan for the new city centre Administration Building and Library.

It should not be relied upon by any other party or used for any other purpose.

Whilst all care has been taken in producing this work, no responsibility is taken or warranty made with respect to the accuracy of any information, data or representation.

All information included in this report was updated at the time of final submission. Please note information and data may need to be reconfirmed in the future.

Mott MacDonald expressly disclaims all liability in respect of anything done or omitted to be done and the consequences of reliance on the contents of this publication.

Version control

Revision	Date	Originator	Checker	Approver	Description
First draft	23.12.20	Kate Mackay	-	-	First draft
Second draft	12.03.21	Sam Tasman-Jones	Hamish Speakman	Kate Mackay	Second draft
Final	16.04.21	Sam Tasman-Jones	Hamish Speakman	Kate Mackay	Final Draft

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- [Employee travel survey analysis](#)
- [GIS catchment and capture analysis](#)
- [Behavioural workshop report](#)
- [Detailed evaluation of potential GWTP initiatives](#)
- [Principles of monitoring and evaluation](#)
- [Key performance indicator principles](#)
- [Travel Plan Coordinator Job Description](#)
- [Goal Setting Workshop notes](#)
- [Detailed investigation of selected initiatives](#)

Preface



This document represents the Green Workplace Travel Plan for Ipswich City Council's relocation to 1 Nicholas Street and Ipswich Central Library

Preface

Ipswich City Council engaged Mott MacDonald to develop a Green Workplace Travel Plan

Mott MacDonald was commissioned by Ipswich City Council to develop a Green Workplace Travel Plan (GWTP) for the relocation of approximately 830 employees to the newly built 1 Nicholas Street and Ipswich Central Library.

The GWTP can be expected to deliver a number of benefits including the following.

- Increased travel choice for employees, making the site easier to access.
- Reduced impacts of the relocation on City Centre parking demand, supporting access for the community.
- Ipswich City Council perceived as an employer of choice.
- Positive contributions to the physical and mental health and well being of employees.
- Contributions to sustainability commitments.
- Encouraged other organisations to develop similar Plans.

The focus of the GWTP is employee commute travel and travel during the course of the working day. It does not consider visitor travel or deliveries or freight movements. It does not specifically address weekend travel.

Original request for quote

"Ipswich City Council are seeking to develop a Green Workplace Travel Plan ('GWTP') for the Administration Building and library to:

- capture the opportunity presented by the office relocation to investigate and offer work place travel options which are more environmentally friendly (green) and cost effective;
- explore opportunities for reducing the carbon footprint of work related travel;
- lead by example, and provide a catalyst for other organisations to implement similar Plans; and to
- contribute to iGO* to shape a sustainable transport future for Ipswich."

*City of Ipswich Transport Plan [iGO-City-of-Ipswich-Transport-Plan.pdf](#)

Item 5 / Attachment 1.

Preface

A Green Workplace Travel Plan (GWTP), often referred to as a 'travel plan', is a management strategy for delivering long term behavioural change and sustainable travel patterns.

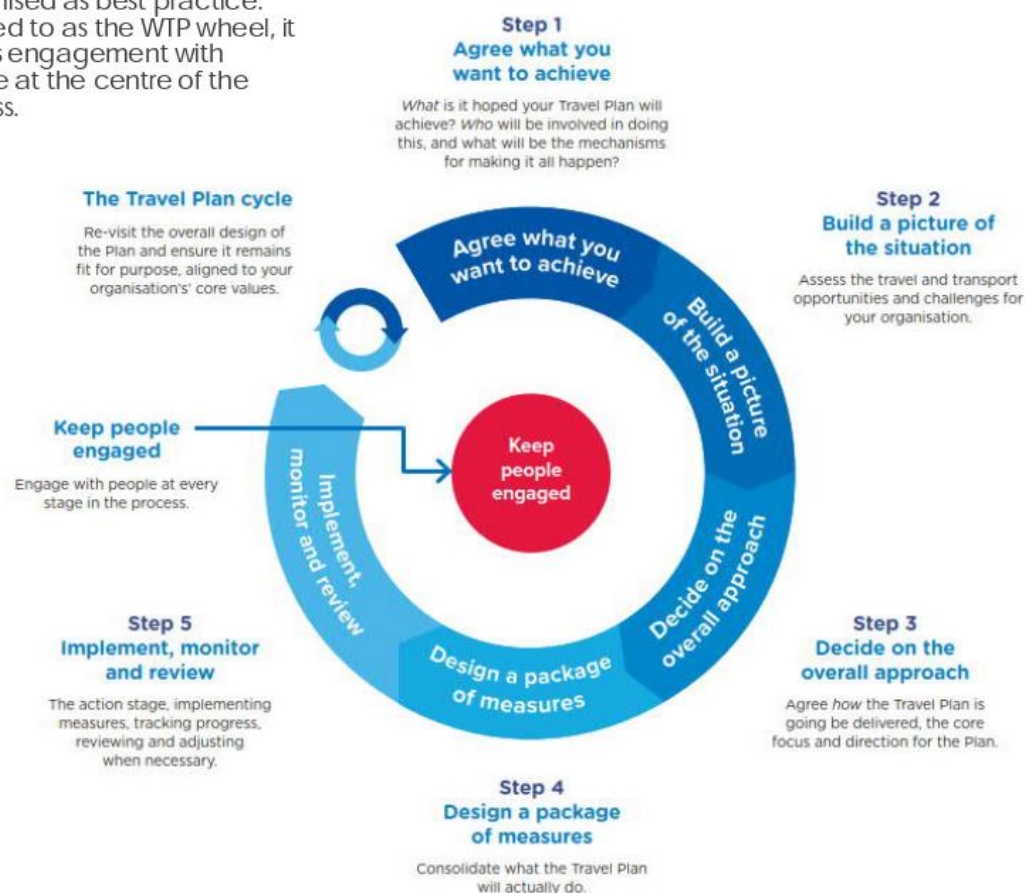
GWTPs are more than just a document to be put on a shelf. They are designed to become embedded into an organisation's business as usual operations. They represent a dynamic package of transport and non transport actions, designed to work together to achieve defined outcomes.

A GWTP is a means of delivering Travel Demand Management (TDM). Travel Demand Management is the application of a focused, data-led strategy that seeks to change demand on transport networks through behaviour change. This behaviour change focuses on redistributing journeys to other modes, times, routes or removing the journey altogether. It is most effectively applied when there is an impetus or catalyst for change.

Across the world, GWTPs are considered an essential tool in mitigating the transport-related impacts of new and existing developments. This includes for workplaces (Workplace Travel Plans), schools (School Travel Plans), higher education institutions, hospitals, railway stations, stadiums, organisations large and small, urban and rural. All these variations of travel plans include the same common elements.

The five step Workplace Travel Planning process shown here is recognised as best practice. Referred to as the WTP wheel, it places engagement with people at the centre of the process.

Figure 1: Workplace Travel Planning Wheel



Item 5 / Attachment 1.

Preface

The GWTP will facilitate a new approach to work travel, focussed on supporting access. The strategic framework is outlined below.

The goal of the GWTP is to improve the quality of life for our employees and our community, leading the way in sustainable workplace practices.

The **objectives for the GWTP** are as follows.

- Ensure employees can access the CBD site safely and securely.
- Improve the health and well being of our employees.
- Ensure employees are treated fairly.
- Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.
- Reduce carbon emissions and transport related pollution.
- Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

The GWTP key performance indicators include:

- ✓ Establishing and maintaining a GWTP coordinator.
- ✓ Employee mode share.
- ✓ Uptake of flexible work practices including working from home.
- ✓ Number of GWTP initiatives implemented
- ✓ Use of the End of Trip facilities.
- ✓ Car parking occupancy levels.
- ✓ Employee sentiment.
- ✓ Mode share across South East Queensland journey to work.

The GWTP is about developing a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

The GWTP will be hinged around the three key themes from the Triple Access System (TAS):

- spatial proximity
- physical mobility
- digital connectivity

This will ensure resilience to future uncertainty is embedded in the GWTP, allowing the focus of the GWTP to be refined and adjusted as circumstances change.

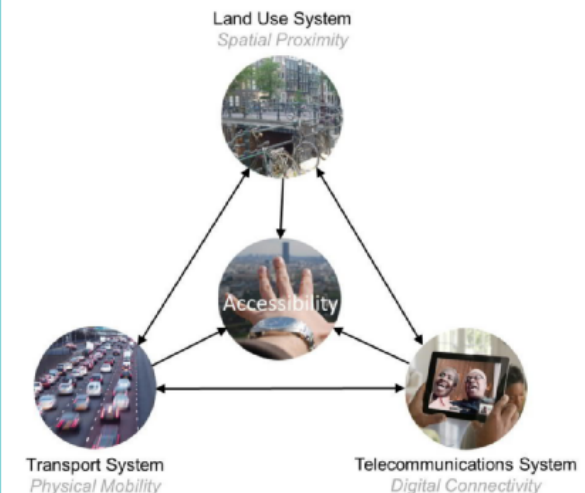


Figure 2: Triple Access System

Lyons, G. and Davidson, C. (2016). Guidance for transport planning and policymaking in the face of an uncertain future. Transportation Research Part A: Policy and Practice, 88, 104-116. <http://dx.doi.org/10.1016/j.tra.2016.03.012>

Preface

The GWTP provides an aspirational approach to the long term sustainable management of employee travel and encouragement of behaviour change, in line with international best practice.

The GWTP is intended to be aspirational, outlining what ICC can aspire to achieve and implement to achieve the identified outcomes, based on the data collected and following international best practice.

The GWTP includes recommendations and guidance for the implementation of a range of initiatives to support the delivery of the GWTP goal and objectives. Whilst this combination of initiatives, if delivered in full, could generate a number of positive contributions towards the goals and objectives, it is recognised that ICC is likely to have some resource constraints.

The GWTP provides the flexibility for ICC to select, prioritise and scale initiatives to implementation, monitoring and evaluation in response to the resources available.

Whilst the realities of resourcing may necessitate some refinements, it is important to recognise the potential impact on achieving the goal and objectives of the GWTP.

An indication of the potential contributions to the GWTP goal and objectives that may be expected if the GWTP is implemented in full has been provided in Figure 3.

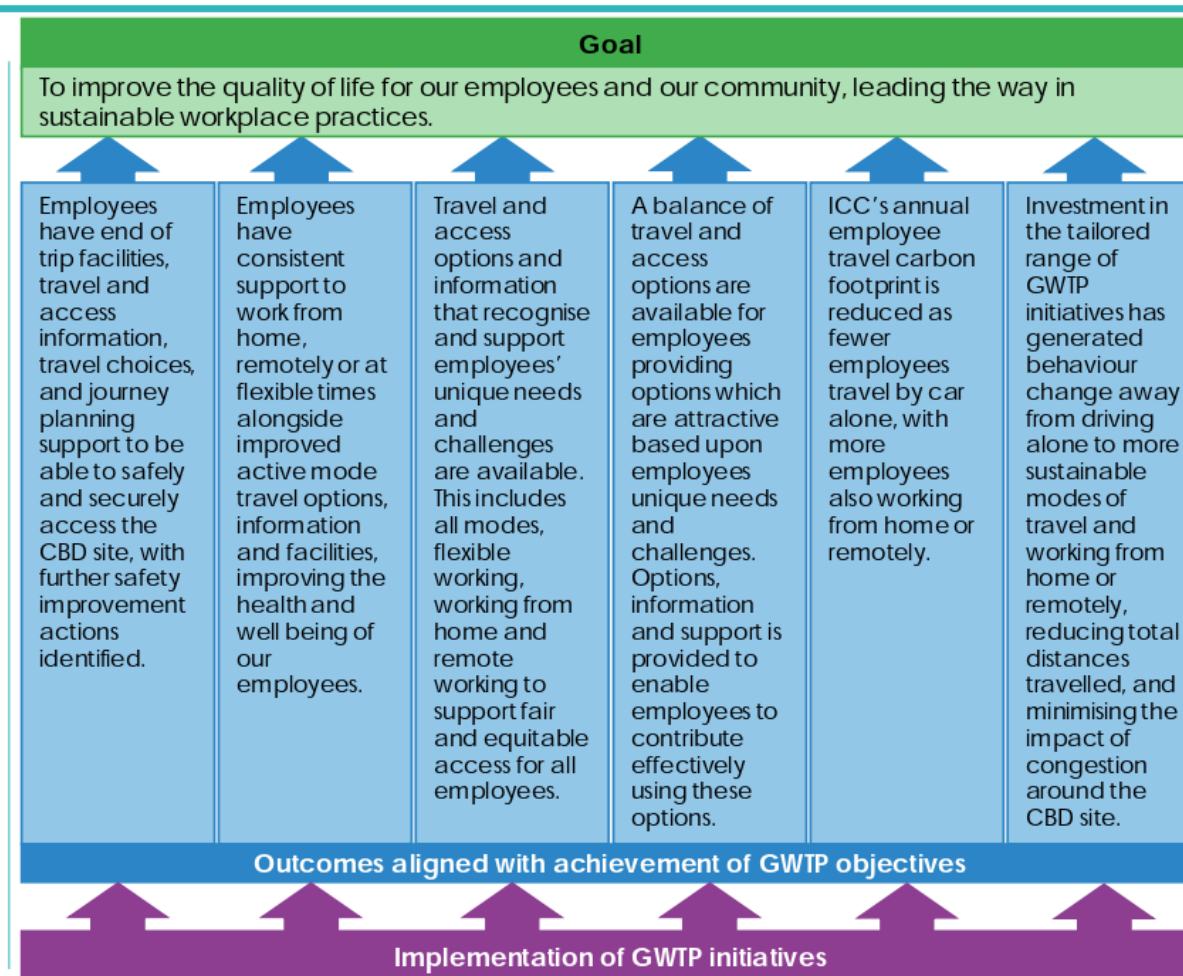


Figure 3: Expected outcomes of the GWTP

Keeping people engaged



Keeping people engaged sits at the heart of developing and implementing a successful GWTP. Engagement must be ongoing throughout the life of the GWTP, with people engaged at every step in the process.

This section outlines what has been done so far and how this should be continued.

Keep people engaged

Keeping people engaged sits at the heart of developing and implementing a successful GWTP.

Engagement must be ongoing throughout the life of the GWTP, with people engaged at every step in the process. This engagement shouldn't be limited to just those who you think will be directly impacted by the Travel Plan, instead engage with all stakeholders. Whilst people may not agree with everything in the GWTP, if people are aware of why things are being done the GWTP is more likely to be successful. There are six key things to remember when engaging stakeholders, guided by seven key engagement principles.

Key to remember	Principles
Inform about what is happening.	Be open and honest.
Encourage participation at all stages in the process.	Ensure transparency in development of the GWTP.
Actively engage in what could be included in the GWTP.	Respect the travel choices people actually make, as well as their attitudes and perceptions.
Empower with information about travel options.	Take criticisms, concerns and negative views seriously and respond to them quickly.
Consult on what you decide to do.	Moderate discussions with real data on travel by different types of transport.
Feedback on progress.	Empower people with travel and transport information to make choices about their travel.
-	Whenever possible talk to people face to face.

Table 1: Key principles & touch points for stakeholder engagement

It is important to ensure that stakeholders across the wider business continue to be engaged to sustain awareness, support for and uptake of the GWTP and it's package of initiatives.

Emphasising this point is one of the key conclusions of a recent DfT report on behavioural change. It emphasised the importance of incorporating real stories about how people within the business have changed their behaviour, as a means of encouraging others to also change their behaviour.

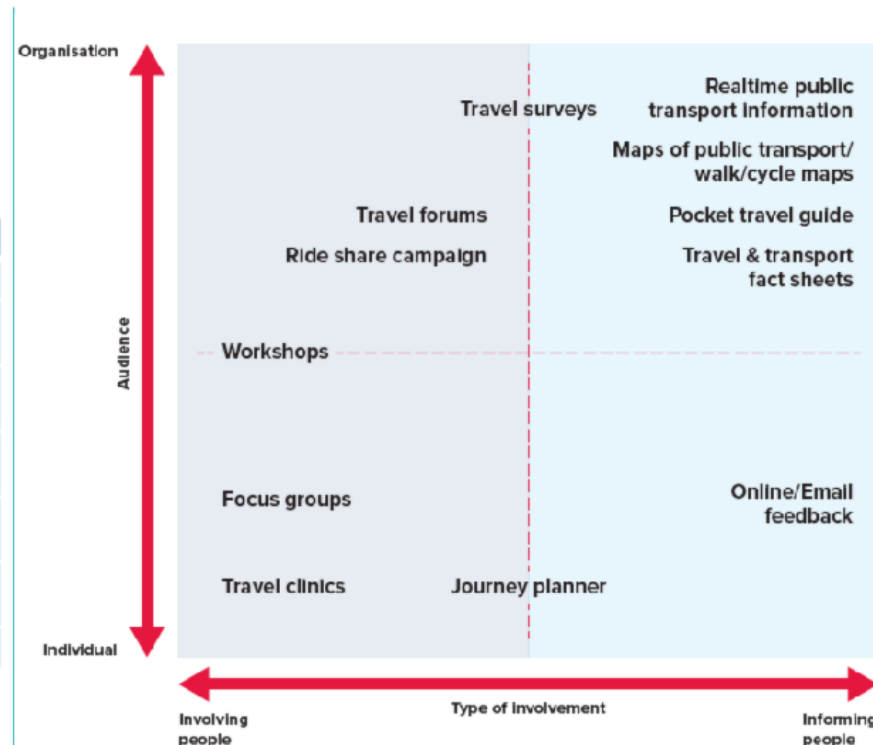


Figure 4: Range of engagement techniques

Keep people engaged

The development of the GWTP has been a highly collaborative process and it is recommended that a plan is developed to ensure this continues.

A range of stakeholders have been engaged in the development of the GWTP. It is recommended that this continues throughout the implementation and ongoing monitoring of the GWTP.

One of the earliest exercises was a goal setting workshop with the GWTP Working Group – the advisory group set up for the GWTP development. This collaborative approach has ensured the goal, objectives and strategy for the GWTP reflect the priorities from across Council.

Three focus groups with employees were held to understand current travel patterns, opinions, opportunities and barriers. These focus groups provided valuable information to inform the development of the GWTP, and also served to generate early awareness of the GWTP.

All employees in scope for the relocation were invited to complete the employee travel survey, ensuring an accurate picture of employee travel patterns, opportunities and barriers. A summary of the results were shared with all employees, confirming the value of their responses to the development of the GWTP.

All this information has informed the development of the GWTP and the recommendations on the package of initiatives.

Behaviour change workshops were also held.

These tailored sessions were targeted at employees interested in playing a greater role in the development of the GWTP, and specifically to identify people who could become champions for the GWTP. They were designed to enable participants to understand the principles of behaviour change, and to provide them with a mechanism for putting this into practice and supporting others to do the same. The opportunity was also taken to explore views on some of the early proposals for the GWTP actions.

The workshops empowered participants to:

- understand how the move offers opportunity for thinking about change;
- understand the principles of behaviour change;
- understand different ways people can change;
- experience making a change; and
- think about 'tools of change' that they and others might need

Some of these participants may now naturally become conduits for leading and supporting change and generating innovative ideas. They can also be engaged more formally in the GWTP development as 'move champions'.

Throughout the development of the GWTP regular communications and updates have been sent out to all employees by Council's internal communications team (the 'Wire' communications), and posted within ICC's central intranet page. This has kept employees informed about what is happening, bringing everyone on the journey, as the GWTP is developed.

As the GWTP commences implementation it is essential that this highly collaborative approach and engagement with employees continues. ICC should continue to provide information to all employees about the GWTP, specific initiatives and changes over time. This engagement will increase awareness for and encourage the uptake of specific initiatives in the GWTP.

Ongoing engagement should encompass a range of techniques (as shown in figure 4) based upon the audience and type of involvement sought. Developing a 'brand' for the GWTP is also recommended so all communications about the GWTP can be clearly recognised.

The appointment of a Green Workplace Travel Plan Coordinator (see appendix I) will be vital in supporting and coordinating these engagement activities.

Agree what you want to achieve



The first step in the process of developing a GWTP involves answering the 'what' and the 'who' about your GWTP.

This section outlines how the GWTP aligns with other Ipswich City Council policies, and describes the agreed defined outcomes for the GWTP. It comments on who has been involved and who should continue to be involved.

Step 1: agree what you want to achieve

The development of the Ipswich GWTP is supported by key Council policies.

There is no requirement for a GWTP to be developed to mitigate the transport impact of new developments in Queensland, unlike in many jurisdictions internationally.

However, there is a robust local policy context which supports the development of the GWTP.

Advance Ipswich provides the overarching policy context for the GWTP. It includes a goal to develop 'a vibrant and sustainable city that accommodates the needs of a diverse and growing population and economy'. It also includes the following strategy 'provide a transport system that supports safe, reliable and sustainable movement of people and goods for all travel modes'. Critically, the 'one big thing' the community identified as needing attention was 'a revitalised, engaged and active CBD'.

The **Ipswich City Council Sustainability Policy** was launched in November 2020. It commits Council to balancing protection of the environment and pursuit of prosperity to ensure quality of life for the people of Ipswich from generation to generation.

iGO, the City of Ipswich Transport Plan, is the long term masterplan for Ipswich's transport future. It is supported by action plans which are designed to deliver the vision of an Ipswich transport system which is safe, reliable and provides for the sustainable movement of people and goods for all travel modes.



Commits Council to six sustainability principles including the following.
Governance and Leadership - Council will strive to lead by example in sustainable practices.
Leave a legacy - Now and into the future, Council will aim to manage resources responsibly, protect environmental values and maintain quality of life in Ipswich, so the City remains resilient and can be enjoyed by residents and visitors now and into the future.

Identifies three key outcomes:
- facilitating travel mode choices and reducing dependency on the car;
- transport and land use integration; and
- cultural shift to sustainable transport.
Aspirational mode share targets for trips by public transport, walking, cycling and working from home provide a basis for assessing progress

Figure 5: Ipswich Policy Context

The **City of Ipswich Sustainability Strategy** also supports the development of the GWTP. The strategy is about managing the growth of Ipswich to protect and enhance it's environment and liveability for current and future generations.

Step 1: agree what you want to achieve

A goal and objectives have been agreed for the GWTP to guide the direction of the GWTP and help articulate 'what success looks like'.

Through a collaborative process involving the project team and the project working group, and results from four focus groups with Ipswich Council employees, agreement was reached on what the GWTP should be designed to achieve.

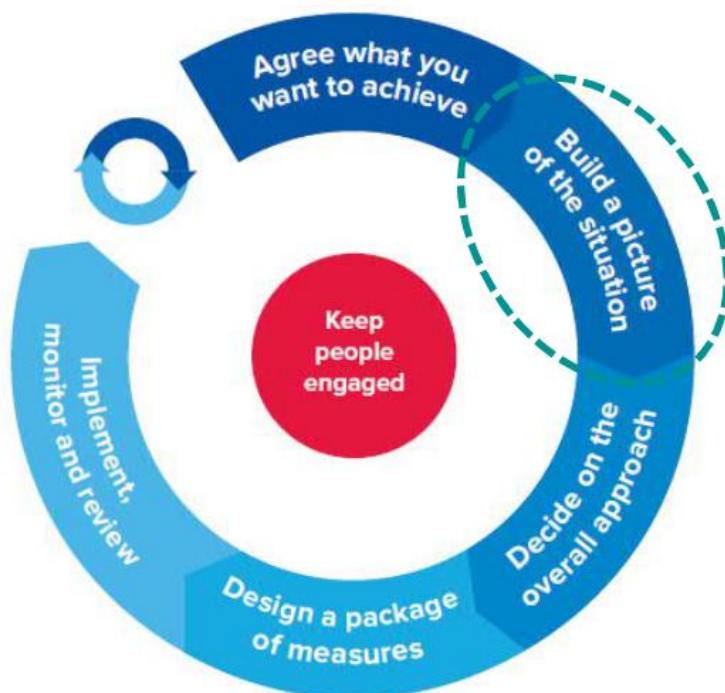


Figure 6: Goal setting workshop notes (Enlarged version included in Appendix J)

Goal of the Ipswich GWTP	Objectives for the Ipswich GWTP
To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices.	Ensure employees can access the CBD site safely and securely.
	Improve the health and well being of our employees.
	Ensure employees have fair and equitable access to the workplace.
	Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.
	Reduce carbon emissions and transport related pollution.
	Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

Table 2: GWTP Goal and objectives

Build a picture of the situation



Understanding the travel patterns, attitudes and perceptions, opportunities and barriers to getting to and from work is essential to developing the GWTP.

This section summarises the current situation based on results from focus groups, a policy audit, site audit inspections, and employee travel patterns.

Full details are in the appendices.

Step 2: building a picture of the situation. The relocation

Approximately 830 people* are expected to be based at 1 Nicholas Street and Ipswich Central Library by the time of relocation

1 Nicholas Street and the new Ipswich Central Library are located in the newly named 'Nicholas Street Precinct'. This is located in the Ipswich City Centre.

A new Ipswich Children's Library will move into the ground floor of the new 1 Nicholas Street building once opened in mid 2021. The Children's Library will be open to the public and have independent operating hours. The rest of 1 Nicholas Street will have core operating hours of 6am – 6pm.

As of October 2020 approximately 750 Ipswich City Council employees were in scope to relocate. Most of these employees are permanent employees.

It is expected that by the time of the relocation there will be approximately 830 people moving into 1 Nicholas Street and the Ipswich Central Library. It is estimated that by end of 2021 an average of 580 employees, or 430 with WFH supported, will be on site at any given time.** (1 Nicholas Street and the Ipswich Central Library).

The current desk plan for 1 Nicholas Street provides a total capacity of 918 employees (excluding level 2 which is intended to be leased out).



Figure 7: Ipswich Council building locations

*828 employees predicted to relocate (predicated October 2020)

**See page 67 for estimate calculations.

Step 2: building a picture of the situation. The relocation

Macro demographic profile of employees in scope for the relocation, as at October 2020

Building	Number employees relocating	Female	Male
Current Administration Building	259	444	298
Hayden Centre	215		
IGIC Building	125		
143 Brisbane Street (Ground, lower ground, and levels 1,2 and 4 only).	91		
Bell Street	3		
Yamanto Depot	7		
Other	42		

Table 3: HR record gender split of in scope employees

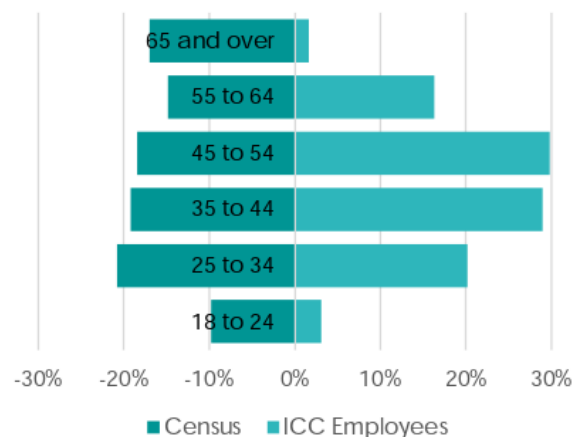


Figure 8: HR record age split of in scope employees

Age	Ipswich employees	Census Ipswich population
18 to 24	3.1%	9.8%
25 to 34	20.2%	20.8%
35 to 44	29.0%	19.2%
45 to 54	29.8%	18.4%
55 to 64	16.3%	14.8%
65 or older	1.6%	17.0%

Table 4: HR record age split of in scope employees



Figure 9: HR record department split of in scope employees

Step 2: building a picture of the situation. Attitudes and perceptions

Attitudes and perceptions of employees as heard in three focus groups indicate flexible working is viewed positively and car parking is an issue of concern for many.

Three focus groups with Ipswich City Council employees highlighted a number of issues relevant to the development of the GWTP. Generalisations cannot be made from the comments made by the focus group participants, but they offer very valuable insights into attitudes and perceptions.

Flexible working was viewed positively by most participants, with nearly everyone commenting that they found it more productive.

"I am happy to work from home everyday. I am more productive when I work from home. Less distracted. I have more energy, can balance by life better. I don't have to move my car every 2 hours."

"I have noticed an increase in productivity with my team remote working."

"Productivity in my team increased significantly."

"Great for work life balance."

"I am at home. Our team has been lucky and I largely working from home. Absolutely enjoy it. Enjoy being able to duck into the office for meetings if needed. Breaks up the day more than being stuck in the office. Get more flexibility. Only concern being where to park, what time you need to travel for the irregular days you commute in."

"I like the flexibility of working from home so look forward to it"

"Loving working from home for all the reasons mentioned so far – time, emissions, costs. I do believe that there are many good reasons for still coming into the office a few days a week though."

"Keen to work from home almost full time. I have found my dogs are getting far more exercise as my commute time is now dog walking time. Don't get the same disruptions and interruptions.. Think that this contributes to productivity."

It is notable that those who were not keen to work from home, or could not because of their job, were not in any way dismissive or against the idea of it; it was just not for them."

"I have worked from the office the whole time. My choice and happy to continue to do so."

Many participants expressed difficulty with finding free car parking when travelling to work.

Current parking practices such as employees moving cars every few hours to stay within the free parking times are a good indication of people's parking preferences and concerns.

"I think it is very unproductive having all of our staff going out to parking meters all day to coincide with 2 hour parking"

"I leave home early, at 6:30am to get in and find parking at Roderick St."

"I am concerned I will need to park somewhere else, as more people park where I do at the moment, with it being closer to the new building."

"I think it will be harder to get a park close to work, but providing more greenery might make it nicer when I have to walk from further away."

"With parking getting harder I could try to work from home a couple of days a week, it would save me \$5 each day."

"If I come in late it is hard to find a free park so I have to pay for parking to be close to work."

"I need to have somewhere convenient to park as it is a struggle to walk up all the hills... I usually have to pay for parking to be close."

"I am happy to pay for parking when there is no free parking, as long as it is close by."

Step 2: building a picture of the situation. Attitudes and perceptions

Focus groups suggest employee's concerns about safety and security influence the choice of mode used, and many consider they do not have a viable alternative to travelling by car.

Safety and security issues are a concern for some. This included accessing parked cars when dark. It also included bicycle access to 1 Nicholas Street and Ipswich Central Library, with the comment that the last kilometre of the cycle route is shared on road with vehicles.

"I considered catching the train but have safety concerns with Ipswich central station particularly after dark."

"I have concerns around the safety of the last 1km sharing the road with cars to access the site" (inner-city cycling infrastructure).

"Nowhere to store my bike or shower.. gets dark quickly in Queensland and have safety and security concerns."

There appears to be some latent demand for cycling to work, with safety concerns being the key constraint.

"I have considered riding the bike but it is too dangerous. The road isn't designed for it (Redbank Plains). Until that changes it isn't an option from a safety perspective."

"Used to ride a bike by the roads from Augustine Heights and Redbank Plains are very dangerous."

"I used to live in Yamanto and used to ride my bike. But when moved, same distance, but roads are much more dangerous now so have safety concerns."

Most participants do not consider public transport to be a viable option. However, comments suggest some latent demand for using public transport.

"it is far quicker to walk than catch the bus.."

"It is not a very attractive option by bus... 7-10 mins drive in traffic, 30 mins by bus."

"I don't have another choice.. used to use the bus all the time as it was regular and reliable where I used to live..."

"If I had a bus I could get to easily, I would do that. It's almost a 1km walk to the bus, the times aren't regular.. Really a lack of other options..."

"There's no public transport at the new Ripley Estate and I often get called out to other branches so may have to travel during the day."

"I considered public transport but would first have to travel in the opposite direction and then come back to Ipswich so it adds a lot of time. Could take the bus but need to do multiple changes, and would be 3 - 4x longer. "I would get public transport if I could. Very little options to try and be green."

"The train timings are just too tight to the start/end times of work hours, to get to and from the station in time without trying to incorporate spring type clothing" Comment received by email.

Car pooling was not widely considered to be an option, although there was some interest.

A few participants raised concerns relating to insurance issues. Others raised concerns about the inflexibility of ride share arrangements, and being tied to specific start and finish times. Others raised concerns related to COVID -19.

There may be some limited potential to encourage people to walk to work more with the new end of trip facilities. But topography is an issue for many, particularly those with health issues such as asthma.

"I would consider walking in the summer if I can freshen up at work, have a shower."

Quite a few comments were made on the poor state of footpaths in the City centre, and how this was a deterrent to walking.

Comments suggest that there is a level of environmental concern and awareness, with a desire to change their travel habits to be more environmentally sustainable if possible.

"Conscious that should be doing a healthier more sustainable option..."

"I think there is a growing awareness of our environmental impacts, so it might be good to think about this as a focus of the plan."

Step 2: building a picture of the situation. Physical influences

Site audits indicate access to the new buildings by public transport and active transport is relatively easy, with multiple services close by. However, the quality and convenience of services is unattractive, and there are some safety and security concerns.

Access to the site by bus, train, walking and biking, are detailed in Appendix B.

Access by bus and train

There are 7 bus routes accessed from bus stops on Bell Street within walking distance of 1 Nicholas Street and Ipswich Central Library. However, only one bus route (the 515) provides a competitive journey time and frequency to driving by car.

The Ipswich Station is a 2 minute walk to 1 Nicholas Street and Ipswich Central Library and provides access to the Ipswich / Rosewood train line. Train services to Brisbane Central Station provide a competitive journey time and frequency to driving by car.

Route	Frequency	Bus JT (O-D)	Car JT (O-D)
500	30 mins peak, then hourly	56 mins	20 mins
502	30 mins peak, then hourly	25 mins	12 mins
503	30 mins peak, then hourly	55 mins	12 mins
506	30 mins all day	25 mins	12 mins
509	30 mins peak, then hourly	45 mins	14 mins
512	30 mins peak, then hourly	30 mins	9 mins
515	15 mins all day (north) 15 mins peak, then 30 mins (south)	15 mins (north) 45 mins (south)	10 mins (north) 20 mins (south)

Table 5: Bus service frequency

Access by walking and biking

There is generally good access to the site via walking (which in turn supports use of bus and train services); however, several issues have been identified.

- Access to the Nicholas Street Precinct includes several routes with little passive surveillance, resulting in the perception that these routes are unsafe.
- Access within the Nicholas Street Precinct is generally restricted to walking and cycling. At several locations, pedestrian and cyclist conflicts have been identified.
- Access from the west is limited by the Queensland Rail railway.

The cycling network consists of shared footpaths and on-road cycle lanes. Shared paths can result in multi modal conflicts which reduces their attractiveness.

There are also gaps in the cycling network, particularly from 1km away from the site. This will reduce the attractiveness of people who live further away from the site to ride to work.

Access to 1 Nicholas Street and the Ipswich Central Library is considered sufficient for medium to experienced bike riders.

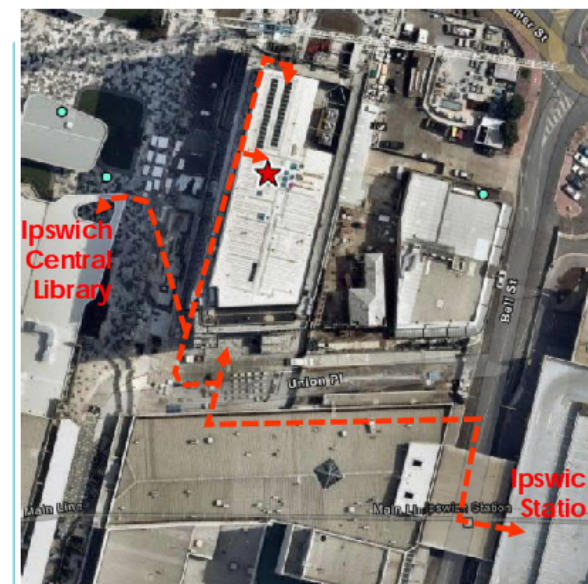


Figure 10: Walking routes between Council buildings and public transport

The majority of movements by people between Ipswich Station/Bell Street bus stops and 1 Nicholas Street and Ipswich Central Library will be through Union Place and Tulum Place. This route reflects the pedestrian desire line in offering the quickest and most direct route between locations. This route is also perceived to be the quickest as there is only one phased pedestrian crossing at Bell Street to delay trips.

Step 2: building a picture of the situation. Physical influences

End of trip facilities in 1 Nicholas Street should support use of active modes but there are some issues which may limit their attractiveness and impact on mode use.

Good walking and riding connections are only one factor that can influence whether people choose to walk or ride for their commute. Good End of Trip facilities are also essential, particularly in a tropical climate with variable topography.

The End of Trip Facilities that will be provided at 1 Nicholas Street include:

- 150 lockers
- 132 bike racks (secure storage)
- 16 showers, including one disabled access shower
- Irons and ironing boards
- Charging points for e-scooters/e-bikes

Note that the impact of the End of Trip facilities in terms of supporting people to ride or walk to work may be limited, particularly in the short term, due to the following factors.

- No drying cabinet or towel service is currently in place. These facilities are known to encourage walking and cycling.
- Vertical bike racks are proposed which may be difficult for people with limited mobility and/or with heavy bikes (including e-bikes) to use.

The End of Trip Facilities that will be provided are detailed further in the Appendix.

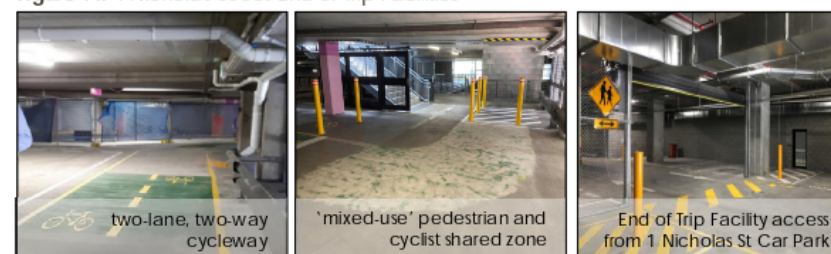
Access to the End of Trip Facilities is via car park basements

The End of Trip Facilities are located in the basement car park of 1 Nicholas Street. Access is possible from both the Civic Car Park and 1 Nicholas Street car park basements (through separate secure swipe access doors).

Access to the End of Trip facilities through the Civic Car Park includes internal cycleways and a shared pedestrian/cyclist zone, which is marked through an alternative colour/texture surface to the car park. Signage is installed to encourage people riding to dismount in the shared pedestrian/cyclist zone.

The End of Trip Facilities can also be accessed via the driveway from Bremer Street into 1 Nicholas Street car park. Signage is installed that alerts drivers to the presence of people walking in the area (i.e. that this is a shared environment). However, this driveway also provides access to a loading zone and vehicle tracking analysis indicates that loading vehicles will need to reverse across the driveway when servicing the building. This will create the potential for conflict between vehicles and people arriving by walking or riding. Access arrangements to the End of Trip Facilities are detailed further in the Appendix.

Figure 11: 1 Nicholas Street End of Trip Facilities



Step 2: building a picture of the situation. Physical influences

The new site is relatively easy to access by car, with a range of on street and off-street parking options within relatively easy reach.

On street and off street parking is available close to 1 Nicholas Street and Ipswich Central Library.

Parking across central Ipswich is classified by Council into ten zones. As shown on the right, 1 Nicholas Street is located within Zone 5, the CBD Core.

A total of 192 spaces are available for allocated/nominated employees and visitors in the 1 Nicholas Street car park, below the building. General employees are not allowed to park here.

A further 994 parking spaces are available in the Civic Centre car park under Tulumur Place with a current charge of \$8 per day early bird, or a monthly charge equating to \$5 per day, paid in advance**.

The IGO strategy prohibits long term parking in certain zones. If on-street parking in these zones are excluded the following car parking spaces are available.

- 1,876* public on-street car parking spaces, 1,503* of which are unrestricted.
- 1,718* off-street car parking spaces.

There are sufficient parking spaces to meet anticipated demand within reasonable walking distance of the workplace.

*As of September 2020, exclude on-street parks in IGO restricted zones.

**Monthly charge was under review at time of publication and may have since been removed.

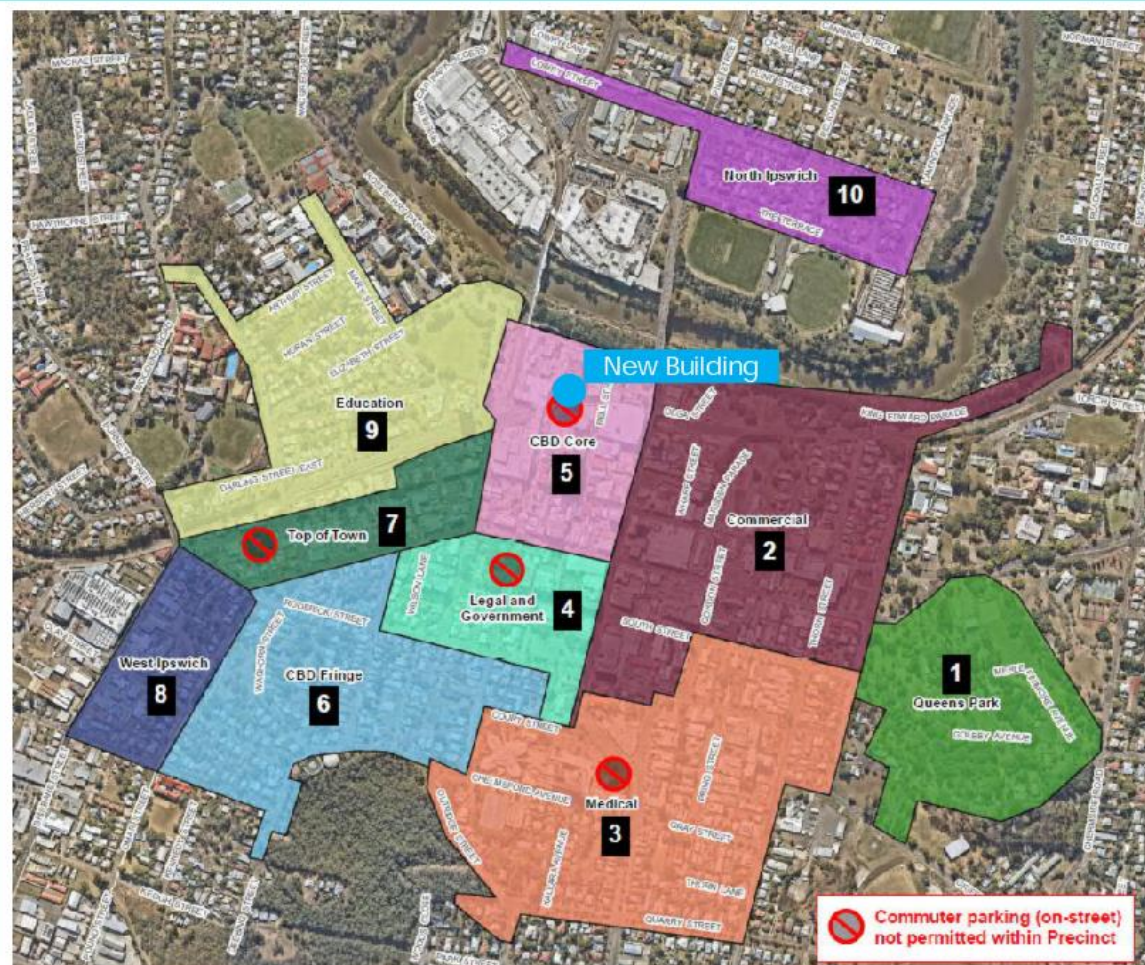


Figure 12: IGO Parking Precincts/ Zones

Step 2: building a picture of the situation. Employee travel patterns

The results of the travel survey provide a highly reliable insight into employee travel patterns (74% response rate). It indicates that most employees commute to work by car, with time and convenience being the main reason for this.

The majority of respondents (92%) travel to work by car, with most of those driving to work alone.

Respondents work reasonably 'traditional' office hours, with the AM peak arrival at work time between 7 and 8am and the PM peak departure from work time between 4 and 5pm. There is however a much more pronounced PM peak which reflects anecdotal observations.

The data indicates respondents are travelling from as far as Toowoomba and the Gold Coast, but there are significant clusters of employees around Ipswich. 142 respondents live within 5km of 1 Nicholas Street and Ipswich Central Library.

Journey time was the most common reason given for why respondents travel in the way they do, with over 280 respondents selecting "Quickest option".

The data shows a significant increase in work from home (WFH) when comparing employees responses when asked how often they worked from home prior to COVID 19, and how often they may do so in the future. Approximately 65% of employees indicated they are open to working from home in some capacity, compared to 20% prior to COVID 19.

Some changes in future behaviour were indicated. Although commuting by car (alone) continues to be the most dominant mode but shows a slight decrease of 2%. Approximately 3% more employees have indicated that they would contemplate walking or cycling to 1 Nicholas Street and Ipswich Central Library.

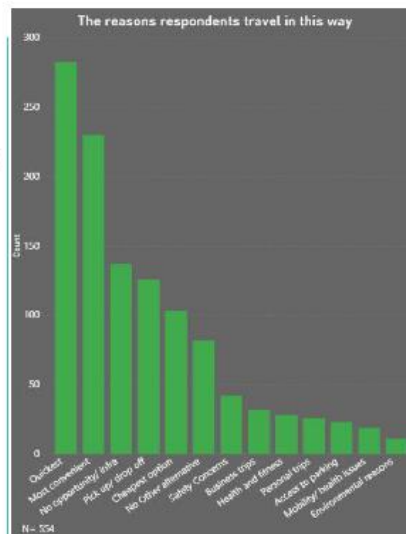


Figure 13: Travel survey responses to main reason question

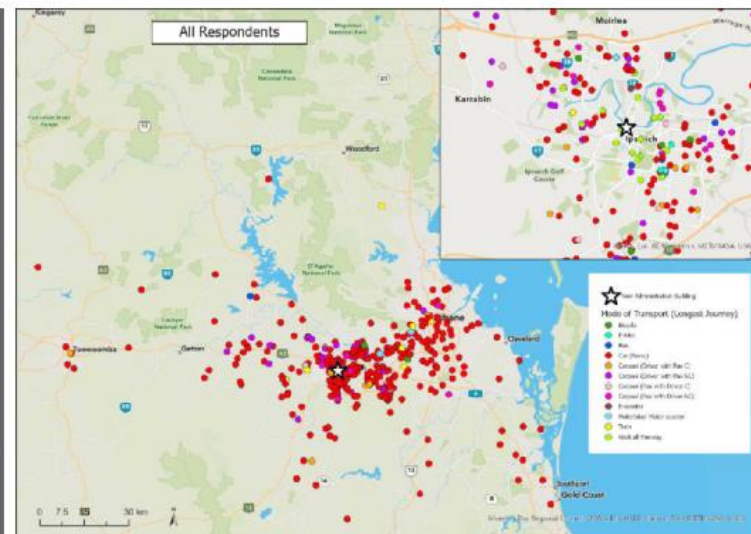


Figure 14: Location of travel survey respondents by mode

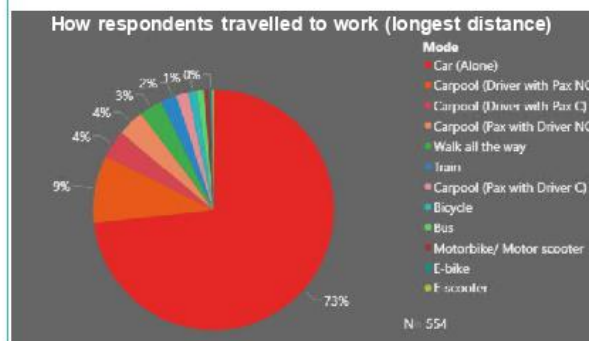


Figure 15: Travel survey responses to current longest distance mode question

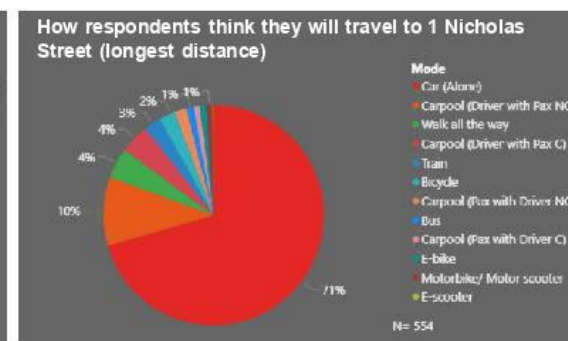


Figure 16: Travel survey responses to future longest distance mode question

High levels of commuting solo by car results in an annual carbon footprint equivalent to all employees making a trip to Los Angeles and back; this is projected to fall by around 7.7% after moving to the Nicholas Street Precinct.

Council has a large proportion of respondents driving by car alone, with a number travelling long distances to get to work, resulting in a large carbon footprint. This results in a current annual CO2 emission of 630.5 tonnes, with over 22,500km travelled each day.

Without additional actions and inputs through the GWTP, the move alone looks set to reduce ICC's annual carbon footprint to 581.8 tonnes, a decrease of almost 8%. This is driven by an indicated 2% decrease in car trips alone, along with approximate 3% increase in active modes.

Although a large proportion of respondents are set to continue to drive by car alone, this slight decrease, for travel to the new building reduces annual CO2 emissions by over 48 tonnes.

People's indications of future travel patterns are often unreliable, and can be overly optimistic. A survey of employee travel once the site is fully occupied, at the same time of year as the 2020 survey, is recommended in order to check on actual mode share.

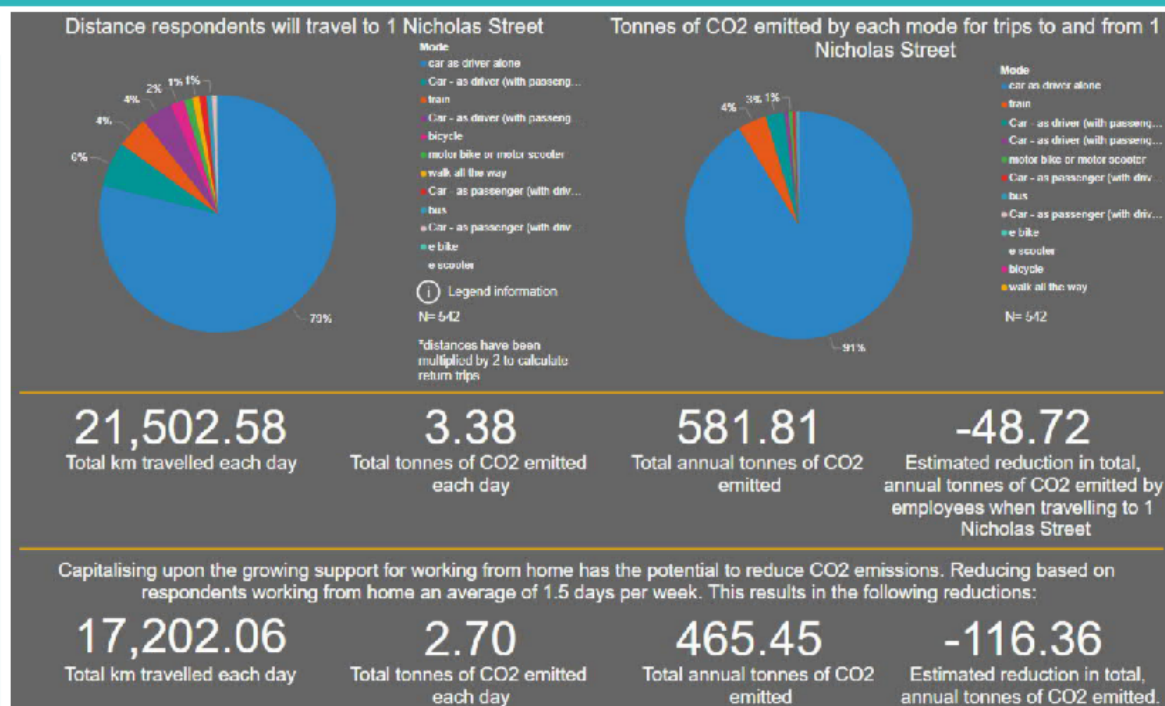


Figure 17: Travel survey respondents distance travel and carbon emissions

These carbon calculations consider all modes given by respondents, weighted towards the mode used for the longest distance. And they are based upon 76% of employees travelling to work on each day of the week (after accounting for part-time working, annual leave and working from home).

Travel survey responses also indicated a willingness to work from home in the future which could further reduce total carbon emissions to 465.45 tonnes of CO₂ per year.

Step 2: building a picture of the situation. Catchment and capture analysis

GIS 'catchment and capture' analysis of anonymised home locations of travel survey respondents reveals that most respondents do not live within reasonable distance of a sustainable transport choice for their commute.

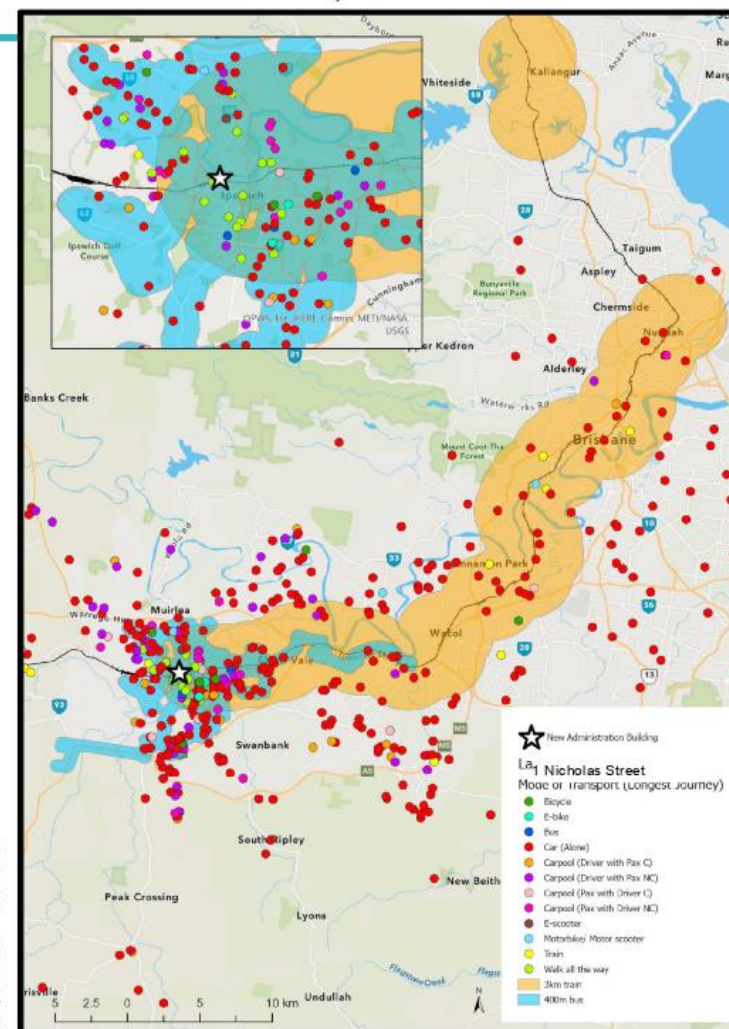
The GIS catchment and capture analysis highlights the following.

- 26% of employees live within 5kms of the new work site, 18% within 10 kms, 24% within 20kms, and 32% more than 20 kms away.
- The proportion of employees walking to work is already quite high for those living within 2km. There may be some potential to increase this, but it is limited.
- 26% of respondents live within a reasonable cycling distance of 5km but mode share remains low, suggesting there may be challenges with encouraging more people to commute by riding a bike.
- Nearly 30% of respondents live within 400m of a direct bus route* to the new worksite. The potential for encouraging commuting by bus is significantly limited however by unfavourable journey times relative to car travel. There is some potential opportunity for the 515 bus.
- Over half the population live within 3kms of heavy rail station* yet use is very low suggesting other barriers to use of this mode.

* Only direct / high frequency bus and train services were used in the catchment analysis.

**the Ipswich/Rosewood and Caboolture lines do not service stations between Northgate and Petrie Station. For this reason, these stations have not been included in the catchment areas.

Figure 18:
Travel survey
respondents
home location
by mode,
relative to
public
transport
services



Step 2: building a picture of the situation. Policy context

A review of current policy influences on travel and transport was undertaken to understand potential policy influences on employee travel choices.

The working day

The official working day is 8am – 4.30pm with 60 minutes (1 hour) for lunch. Midday (12pm) to 2pm are not considered core hours. Most employees work a 38 hour week. Part time is classified as minimum 10 hours per week. Some employees will have on going arrangements to start work at 7am. Employees working in the library may have slightly different working hours, including weekends.

Compressed working weeks are available – 9.5hrs/day, 4 days/week.

Council structure

Department -> Branches -> Sections -> Teams

Recruitment and retention

There is no specific effort made to recruit from the local area.

Each new employee has an induction, and is provided with a hard copy pamphlet about the relocation. Induction buddies are also available to answer questions new employees may have. There is an existing online site where additional information is located.

Information on parking used to be provided to employees but this has been discontinued due to the lack of up to date maps, and the impression it gave new employees. As parking information was not provided alongside alternative options it give the impression that Council was responsible for an employee's parking space and supportive of driving alone.

Job share is not available.

Parking

No charge is levied for any employee car parking as no parking is available to general employees.

Branch and General managers on senior contracts are offered free parking.

Company cars are a standard part of the package for General Managers and Branch Managers. This benefit can be traded out. It is intended that once the cars are at work they become available for anyone to use, part of the pool car fleet. Approximately 14 people.

Pool cars can be booked through Outlook, in the same way as a meeting room. A new system is being trialled to show real time availability.

Some employees are required to have a car available during the working day. This includes employees who need a vehicle to undertake role specific tasks. For example, to undertake surveys or carry specialised equipment.

Discussions are ongoing about transitioning the existing **fleet vehicles** to more environmentally sustainable ('greener') vehicles.

Assistance with travel costs

No financial assistance is offered. However, employees who use their private vehicle for work travel you can claim mileage (at the rate set by the ATO, currently 72c/km). The intention is that pool vehicles are used for these trips, not private vehicles. If an employee has a fleet vehicle to use but lives more than a certain distance from the work base, a contribution is expected towards the mileage.

A pool of GoCards is available per department to be used for travel, via public transport, during the course of the working day.

Taxi expenses can be covered through taxi vouchers but if costs are incurred expenses can be submitted and reimbursed through payroll.

Council has two salary sacrificing providers. Salary sacrificing for bus travel is available for ICC employees through Salary Packaging Australia, but not train travel (this is a Translink restriction).

There is no formal provision of a guaranteed ride home (taxi rides) for people who are working late or who are car pooling.

Step 2: building a picture of the situation. Policy context

The review of current policy influences on travel and transport identified the new support for Flexible Working.

Flexible working

Flexible working is available for full time and part-time employees on Council paid salaries. Agency paid employees are not eligible.

Council has recently launched the 'Flexibility Framework' and is seeking to encourage and support flexible working. This includes support for employees setting up more effectively to work from home.

Various flexible work arrangements are already offered to employees. The specific offerings depend on the type of job the employee is engaged to perform.

For instance, the Queensland Local Government Industry Award for employees classified as 'officer' level entitles these employees to 'flexitime'. This allows for additional time to be worked and then taken off in lieu. Up to 15 hours and 12 minutes can be accrued in any given flex period.

Rostered Days Off are available to all employees.

Remote offices are not readily used but there are opportunities to better utilise these offices. Riverview Depot has hot desks. The Yamanto Depot, 143 Brisbane Street, and Springfield Library have options available. It is assumed employees have their own laptops in order to use these spaces, and they are not widely publicised.

A commitment has been made with 1 Nicholas Street that there will be no hot desking.

Equipment

There are plans to provide laptops to all employees who can work remotely. Approximately 40 people who need desk top computers for their role will not be included in this.

Working hours for library based employees

Approximately 45 employees are expected to work in the new Ipswich Central Library and the new Children's Library which will be located on the ground floor of 1 Nicholas Street*.

Opening hours of the temporary Children's Library are shown below. This is located on South Street at the site of the old Ipswich Central Library.

Sunday	9am - 2pm
Monday	9am - 5pm
Tuesday	9am - 5pm
Wednesday	9am - 5pm
Thursday	9am - 8pm
Friday	9am - 5pm
Saturday	9am - 2pm

Figure 19: Temporary Children's Library opening hours

There are no **pool bicycles** currently available.

There is currently no system to encourage people to share a car for the trip to work (ride share). Occupancy of fleet vehicles was restricted during COVID-19 to three people only and only Council employees in a Council vehicle.

Employee type

Most employees are permanent and this is not expected to change with the relocation.

Employee Class	Count
Casual	41
External	31
Fixed term	91
Permanent	575
Trainee	4
Grand total	742

Table 6: HR records employee class split

*As at April 2021, 24 employees main place of work is the Ipswich Central Library and 20 employees main place of work is the Children's Library

Decide on the overall approach



This chapter outlines the overall approach agreed for delivering the GWTP.

It describes the role of the Triple Access System in providing the basis for the choice of initiatives in the GWTP.

Step 3: Deciding on the overall approach

The overall approach to delivering the Ipswich GWTP is focussed on access. It will be delivered using the three key themes in the Triple Access System (TAS) model

The goal of the GWTP is to improve the quality of life for our employees and our community, leading the way in sustainable workplace practices.

The **objectives for the GWTP** are as follows.

- Ensure employees can access the CBD site safely and securely.
- Improve the health and well being of our employees.
- Ensure employees are treated fairly.
- Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.
- Reduce carbon emissions and transport related pollution.
- Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site

The goal and objectives of the GWTP will be achieved through this strategy.

"Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily."

The GWTP will be hinged around the three key themes from the Triple Access System (TAS):

- spatial proximity
- physical mobility
- digital connectivity

This will ensure resilience to future uncertainty is embedded in the GWTP, allowing the focus of the GWTP to be refined and adjusted as circumstances change.

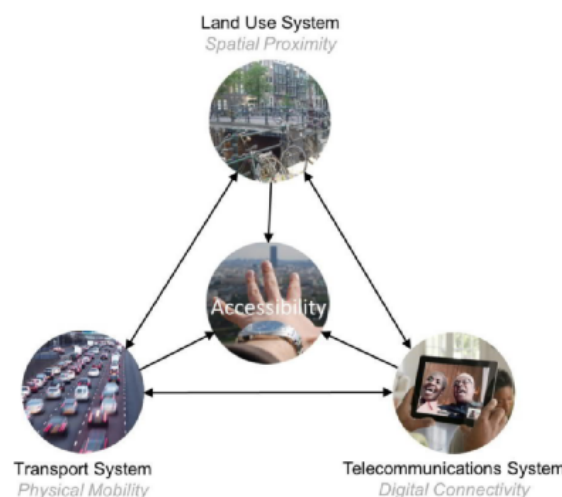


Figure 20: Triple Access System

Lyons, G. and Davidson, C. (2016). Guidance for transport planning and policymaking in the face of an uncertain future. Transportation Research Part A: Policy and Practice, 88, 104-116. <http://dx.doi.org/10.1016/j.tra.2016.03.012>

The triple access system will form the basis for the GWTP.

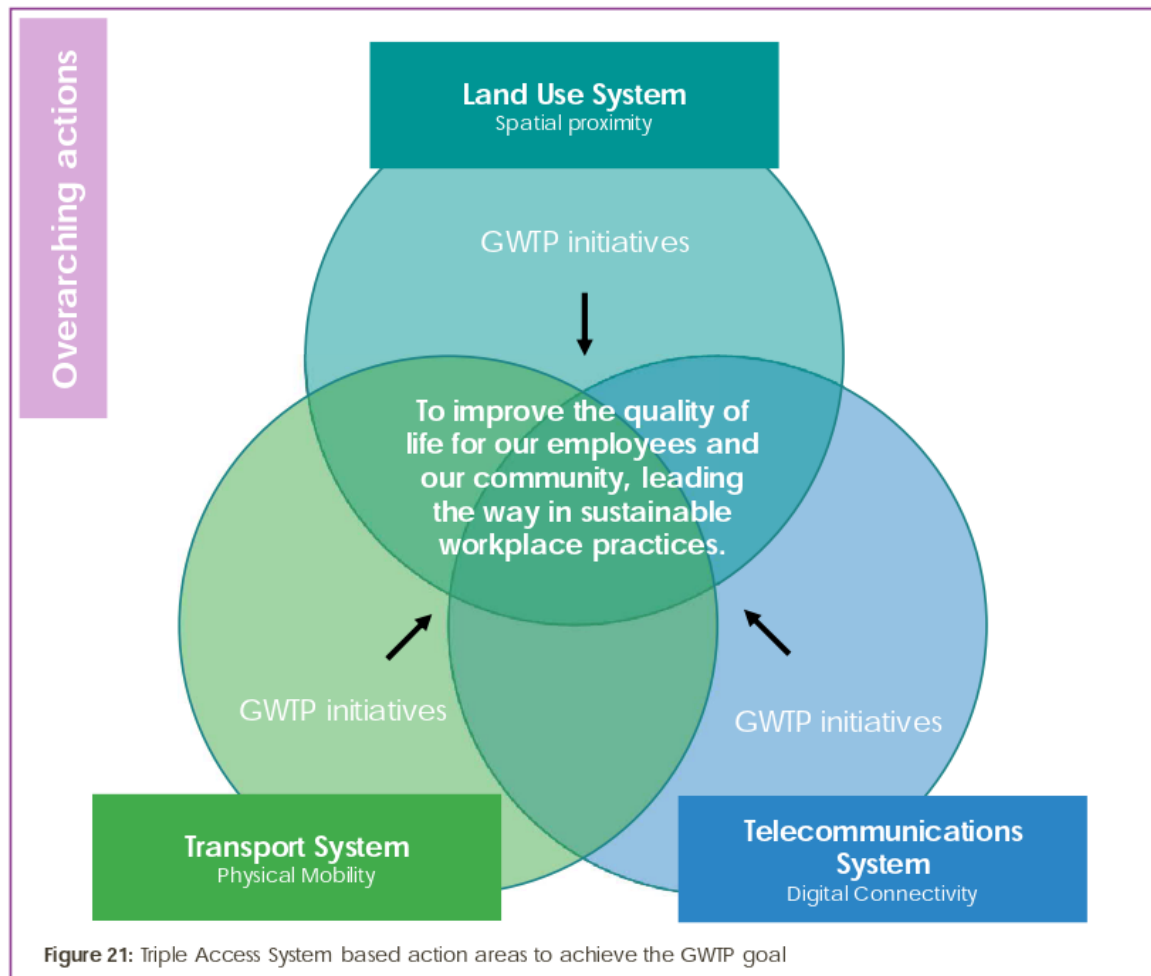
We have always known that travel is a derived demand, it is (typically) derived from the need or desire to participate in activities at alternate locations. Implicit in, and at the heart of such understanding is accessibility – being able to reach people, goods, jobs, services and opportunities. Access underpins economic prosperity and social well being, and is at the heart of 'transport' planning.

The COVID-19 related events of the past year have illustrated clearly that we live in a **triple access system** – the transport system enables access through motorised mobility; the land use system enables access through spatial proximity; and the telecommunications system enables access through digital connectivity, with interdependencies between these sub-systems.

This research-based framework emphasises the centrality of accessibility as the driver of behaviour and demand for transport system use. The triple access system we inhabit provides resilience, through the re-balancing of the three types of access in response to change.

Step 3: Deciding on the overall approach

Using the three themes of the TAS will help to ensure a balanced, dynamic, and complementary package of initiatives for the GWTP.



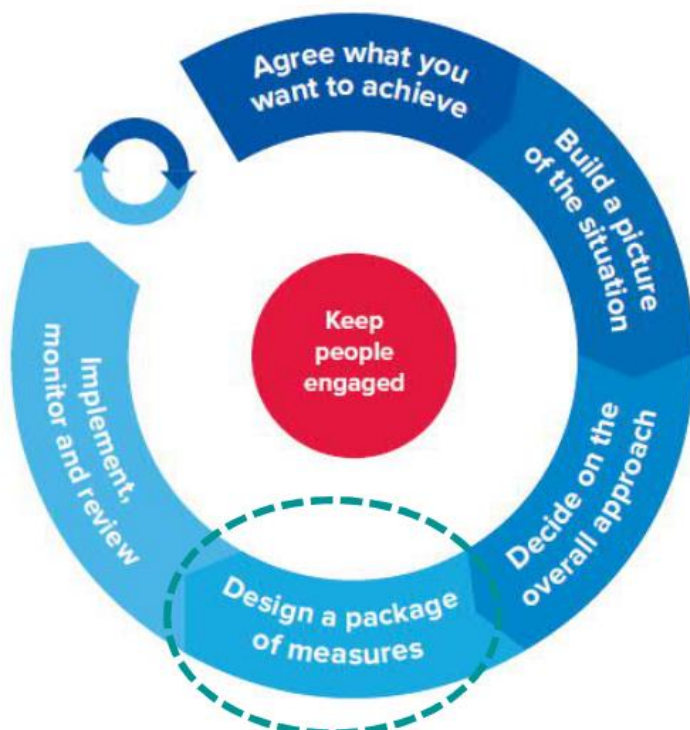
The TAS forms the basis of the GWTP, guiding the identification of initiatives which together contribute to the objectives and goal of the GWTP.

It will help ensure that initiatives selected work together, such that the sum of the whole is greater than the sum of its individual parts.

The land use system, telecommunications system and transport system work together support to access, interacting with and complementing each other. In turn, these three focus areas align with the objectives, and support the delivery of the GWTP goal.

The focus areas provide a framework to assess and choose appropriate actions, to generate progress towards the goal. These areas will guide the identification of a package of initiatives.

Design a package of measures/initiatives



This section describes the package of initiatives which will comprise the GWTP.

The detailed evaluation of all potential initiatives is included in appendix F.

Selected initiatives have been investigated in further detail in appendix K.

Step 4: Designing a package of measures

A summary of the situation highlights some key opportunities and challenges for the GWTP.

Opportunities

- Employees appear to be highly engaged and supportive of the goal and objectives of the GWTP (based on the focus groups, the high survey response rate, and the behavioural workshops).
- Over a quarter of the employee population live within 5km of the new site. This is considered a reasonable distance for people to travel by e-bike or e-scooter to work. Riding a bike may also be possible for some, topography permitting.
- Nearly 30% of employees live within 400m of a bus service. Whilst current routing and frequency of these services makes them unattractive compared to travel by car, any improvements to frequency or journey time could make bus travel a viable option for many.
- There is sufficient car parking available within relatively easy reach of the new site. Given the reliance on car commuting and lack of viable non car alternatives for many, incentives to encourage car pooling could be a valuable component of the GWTP.
- Employees are broadly positive about the working from home experience and many are keen to continue with doing this at least for some days in any given week.
- The railway station is in very easy reach of the new site and heavy rail is considered an option (based on home locations only) for half the employee population. Supporting flexible working hours, to allow people to arrive at work when the train timetable allows rather than when they are contracted to start, and improving the amenity of the station area could make train travel a much more attractive option.
- Relatively small changes in commute mode choice towards active modes, from car use, could have a material impact on the Council's commute carbon footprint.

Challenges

- In the absence of a GWTP coordinator, progress and momentum with the GWTP could be impeded and it may not become embedded as part of business as usual operations.
- At the moment, commuting by car is the most viable option for most people.
- The ample supply of car parking spaces, either free or at relatively low cost, suggests that the private car will continue to be a preferred option for most for the commute. A transparent and realistic strategy for managing employee car parking, considering the situation now (recognising the limited alternative options most people have) and into the future, is needed.
- The current reality of accessing the site by public bus needs to be acknowledged in employee engagement, to avoid the perception that Council is not aware of the current state of services. Concern with using public transport in our COVID-19 world also need to be acknowledged and where possible addressed.
- The end of trip facilities are reasonable. However, in order to attract people who do not currently ride a bike or walk, or run, to work, some refinements may be necessary. There are also some hazard concerns with access which need to be addressed.
- Some safety and security issues with people accessing the site on foot have been raised and should be further investigated.
- Leadership from senior management will be necessary to ensure that the goals and objectives of the GWTP are supported and endorsed consistently at all levels of the organisation. Current differences in application of the policy on working from home across teams, and the frustration this is causing for some, is evidence of the importance of this.

Step 4: Designing a package of measures

The proposed GWTP initiatives for each of the key themes are shown below.

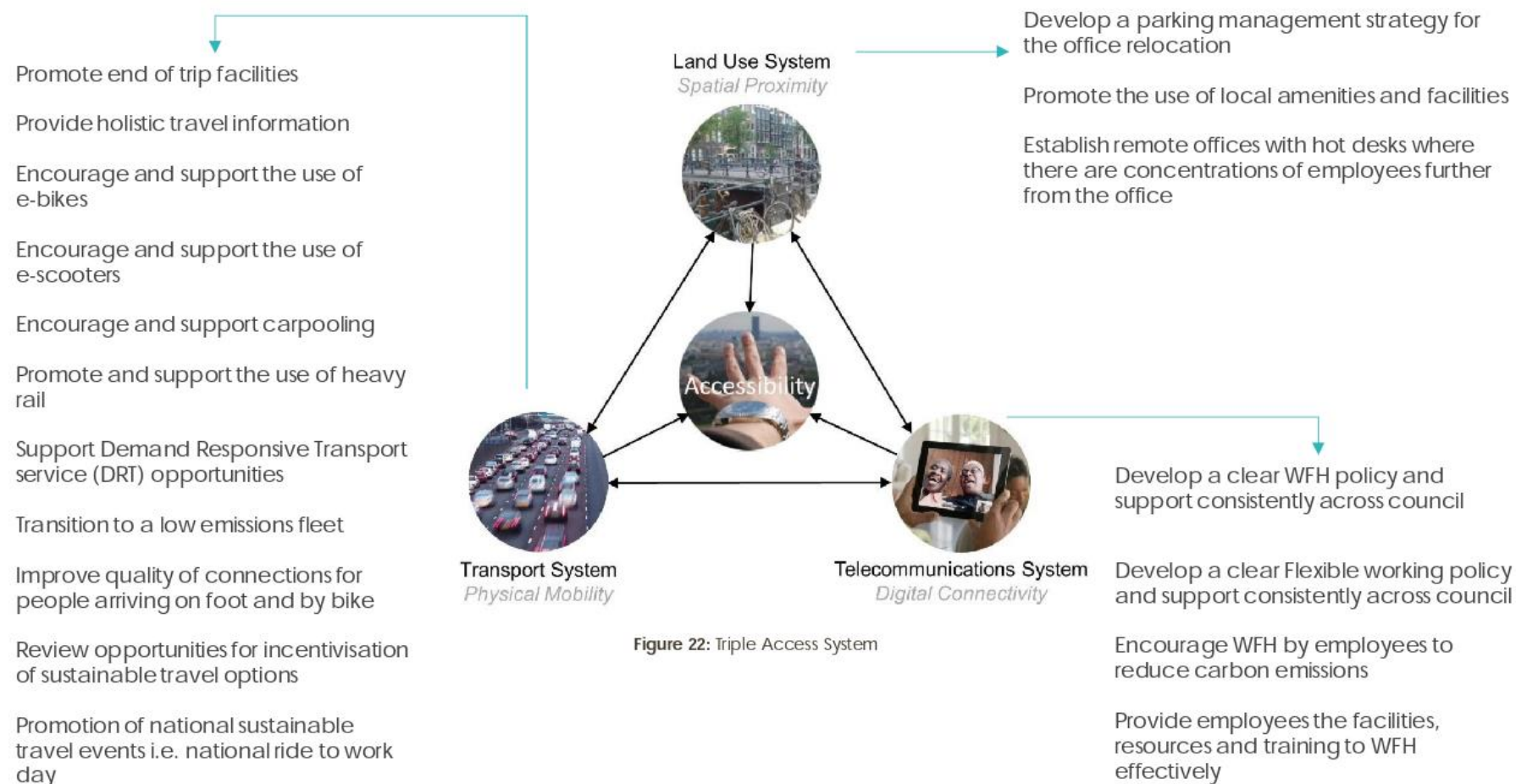


Figure 22: Triple Access System

Step 4: Designing a package of measures

Detail of the GWTP initiatives are outlined below, starting with the immediate and ongoing actions. It is essential to commence with 'carrots' or incentive type initiatives, before introducing any which may be considered 'sticks' or restrictive.

Theme	Initiative	Reasoning	Actions to implement	Timeframe
Overarching	Appoint a GWTP coordinator, and begin implementing the GWTP	All international and national evidence suggests having a GWTP coordinator is essential to a successful GWTP. This could be a part time role, but should be a permanent part of someone's job description.	<ul style="list-style-type: none"> Agree the scale of the GWTP coordinator role (e.g. part or full-time) Advertise the role using the tailored job description provided Appoint an appropriate candidate GWTP coordinator to begin promoting the GWTP and implementing immediate/ short term actions Lead the repetition of the Annual Travel Survey Lead the monitoring and evaluation of GWTP progress Lead the annual review and appropriate update of the GWTP 	Requiring immediate attention (IA)
Overarching	Continue to engage with employees	All international and national evidence emphasises the importance of continuing to engage with employees to support the success of a GWTP.	<ul style="list-style-type: none"> Develop a communication strategy using the guidance provided in this report (methods, key messaging & timing) Identify champions and good news stories to be promoted Communicate annual results and performance Communicate initiatives as implemented/ on-going 	Requiring immediate attention (IA)
Transport System	Promote end of trip facilities	End of Trip Facilities (EOTF) available in 1 Nicholas Street will address a key barrier to active mode travel. Promoting the facilities will be necessary to encourage use amongst new as well as existing active transport users. A transparent policy for allocating lockers and permission to access the facilities will be required, ensuring occasional use is supported. Use will need to be monitored closely to ensure the quality, cleanliness and overall standard of the facility is maintained. Ease of use of the bike racks should be monitored. Opportunities to enhance the facilities should be considered (towels, hairdryers). Also the potential barriers to use should be monitored (access through the car parks, doorway width, internal layout for manoeuvring space for people and bikes), and as a matter of urgency the safety risks identified should be addressed. Particular attention should be given to the information available for potential employees (given at interview stage) and for new starter information. Information should also be provided promoting national and local activities such as National Ride to work Day.	<ul style="list-style-type: none"> Develop key messages and information about end of trip facilities to be circulated/ promoted to employees Develop new starter information pack information about EOTFs Run EOTF tours and promotions – repeat for, or tie in national/ international active mode days/ events. Determine process for locker allocation process (prior to giving access to those who have registered an interest) Determine spot audit process for lockers and bike racks Implement spot audit process, and track uptake and demand for lockers. Monitor any feedback provided to the GWTP coordinator or other identified contacts 	Requiring immediate attention (IA)

Table 7: GWTP initiatives – immediate actions

Step 4: Designing a package of measures

GWTP immediate actions proposed

Theme	Initiative	Reasoning	Actions to implement	Timeframe
Transport System	Provide holistic information to employees about travel and access to work	The focus of the GWTP is on access, with travel one component of this. It is important that this message is embodied in all communications about getting to the new buildings i.e. it is not just about travelling to work, it is about how you can work more sustainably and enhance your quality of life. It is well known that provision of information alone does not lead to behaviour change, rather a desire to change is required first. It is important to frame this information in the context of how a user thinks about their working at Council, and travelling when they do so, and this is about getting from A to B rather than specific means of getting around. The aim of this portal should be to ensure that people have easy access to the goal and principles of the GWTP, and can easily understand and interrogate the options available to them.	See Appendix K	Requiring immediate attention (IA)
Land use system	Develop a commuter parking management strategy for the new offices	Managing parking is an essential element of workplace travel planning. Best practice indicates that in the absence of a strong parking management strategy supported with fiscal elements, limited behaviour change can be expected. This strategy will outline the principles for managing parking to align with achievement of the GWTP goal and objectives, and iGO. It will provide a transparent basis for making decisions relating to employee parking, and will provide recommendations for how employee parking issues should be managed. This should include consideration of EV charging bays, and provision of smaller bays to support smaller car use, and location and allocation of car pooling bays to encourage car pooling. It is important that this policy is agreed prior to the relocation before new travel patterns are established.	See Appendix K	Requiring immediate attention (IA)
Transport System	Promote car pooling	In the absence of many viable alternatives to private car travel for the trip to and from work for most people, the levers which Ipswich City Council can pull to encourage and support more sustainable travel are limited. The opportunity to increase car occupancy through car sharing is something which should be explored and promoted. Information about car pooling should be provided, support with finding a car pool partner should be provided, FAQs should address all known areas of concern including insurance and liabilities, and incentives in the form of guaranteed car parking and guaranteed ride home should be provided. It is important that this is introduced to employees before the relocation commences, before new travel patterns are established.	See Appendix K	Requiring immediate attention (IA)
Transport system	Promotion of national sustainable travel events i.e. national ride to work day	Whilst participation in events such as ride to work day tend to be attended by people who are already cycling to work, they do offer a valuable opportunity to promote riding to work and illustrate that these are things which are supported nationally as well as locally. And this which can, in turn, encourage others to give it a go. Involving senior management will make the events much more successful. A timetable should be drawn up of all national and local events, including walking to work day, walk to school day (supporting parents in this is important) and a plan made for some ICC promotion around each. These events could coincide with cycle training classes and maintenance and repair classes.	<ul style="list-style-type: none"> Identify events to promote. For each event agree action/promotion, source funding if required. Promote event and the internal initiatives being run. Source feedback from attendees. 	Requiring immediate attention (IA)

Table 7: GWTP initiatives – immediate actions continued

Step 4: Designing a package of measures

GWTP short term actions proposed

Theme	Initiative	Reasoning	Actions to implement	Timeframe
Telecom system	Develop a clear Working From Home and flexible working policy and support consistently across council	Given the focus on access and the events of the last year, it is essential there is a clear policy on Working From Home and flexible working which is supported consistently across all of council, ensuring transparency and equity for employees. The lack of support for flexible working is known to be a barrier in Ipswich to use of public transport. And whereas key barriers to working from home used to be technological and lack of understanding of the productivity benefits, the emerging barriers are now lack of consistent support in organisations at a very senior level and a consistent application of the policy across departments and teams. Therefore, a formal working from home and flexible working policy and process should be developed, endorsed by the Senior Leadership Team, and communicated to all employees.	<ul style="list-style-type: none"> Progress and complete Work from Anywhere procedure investigation and development. Implement and support the Work from Anywhere policy across council. Establish anonymous communication channel for employees to provide feedback through about the cross council support for and implementation of policy. 	Short term – within 12 months (S)
Telecom System	Encourage WFH corporately to reduce carbon emissions	The analysis shows that encouraging respondents to work from home could reduce Councils CO2 emissions by almost 20% if all employees worked from home an average of 1.5 days per week. This could also generate reductions in network flows, and contribute to more efficient use of parking spaces available. There will be trade offs in terms of office occupancy, but results from the travel survey and focus groups show many people like to work from home and consider that they are more productive when doing so. Consideration must be given to those who do not want to work from home, with support for their situations.	<ul style="list-style-type: none"> Establish corporate position supporting working from home Continue to encourage employees to work from home or other locations Monitor the uptake of working from home by employees Calculate the approximate changes in carbon emissions attributed to employees working from home behaviour. 	Short term – within 12 months (S)
Telecom System	Provide employees the facilities, resources and training to WFH effectively	Whilst working from home is generally considered positively by employees, there is still some concern that some employees are not as efficiently or effectively set up to do this as others. Attention needs to be paid to ensuring all employees who can work from home have the tools and support to be able to do this effectively. Some employees may require training in this. Some may require technological support. The goal is to ensure that everyone has equal opportunity to work from home as and when they want to.	<ul style="list-style-type: none"> Further investigate the barriers and challenges employees face when working from home through focus groups or a survey Further investigate and identify appropriate WFH facilitating technologies and training courses Further investigate and identify appropriate training courses for remote management 	Short term – within 12 months (S)
Transport system	Review opportunities for incentivisation of sustainable travel options	Whilst people are habitual in travel behaviour, we are not insensitive to price signals. Financial incentives for travel by non car modes can be an important way of signalling intent to support these actions and deliver some equity for those who choose to use these modes. Options for salary packaging or other financial incentivisation, including loans for ebikes and e-scooters, should be investigated and if possible promoted.	<ul style="list-style-type: none"> Identify modes to further investigate discount, salary packaging or other financial incentive options for 	Short term – within 12 months (S)

Table 7: GWTP initiatives – short term actions

1 Nicholas Street and Ipswich Central Library Green Workplace Travel Plan | Final

			4. Design a package of measures	36
1	2	3	5	

Item 5 / Attachment 1.

Step 4: Designing a package of measures

GWTP short term actions proposed

Theme	Initiative	Reasoning	Actions to implement	Timeframe
Transport System	Encourage and support the use of e-bikes	Evidence suggests the popularity of e-bikes is increasing across Australia. It also suggests that the user base is different to 'regular' bicycle riders, attracting people who would not otherwise consider riding a bike.	<ul style="list-style-type: none"> Investigate and confirm ICC's policy for the use of e-bikes for travel to/ from work and/ or for travel during the course of the day Engage local providers and investigate discount scheme options, or consider salary sacrifice options for purchasing e-bikes Investigate the provision of on-site charging facilities and install charging points Provide information about cycle routes and events Provide on-site e-bike training courses/ give it a go events Establish an e-bike buddy group 	Short term – within 12 months (S)
Transport System	Encourage and support the use of e-scooters	E-scooters are providing an important role in the transport network in Brisbane and other jurisdictions around the world, providing a first and last-mile transportation solution in urban areas, as well as offering an alternative to the private car for short trips.	<ul style="list-style-type: none"> Finalise ICC's policy for the use of e-scooters for travel to/ from work and/ or for travel during the course of the day Engage local providers and investigate discount scheme options, or consider salary sacrifice options for purchasing e-scooters Investigate the provision of on-site charging facilities Provide information about cycle routes and events Provide on-site e-scooter training courses/ give it a go events 	Short term – within 12 months (S)

Table 7: GWTP initiatives – short term actions continued

1 Nicholas Street and Ipswich Central Library Green Workplace Travel Plan | Final

1	2	3	4. Design a package of measures	37	5
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Item 5 / Attachment 1.

Step 4: Designing a package of measures

GWTP medium term actions proposed

Theme	Initiative	Reasoning	Actions to implement	Timeframe
Transport system	Improve quality of infrastructure connections for people arriving on foot and by bike	1 Nicholas Street and Ipswich Central Library is centrally located allowing access by people arriving on foot (by bus or train, or directly), and for people to ride a bike too. However, site inspections found that the urban and architectural design of some of areas and of some pedestrian and cycling access routes to the new buildings (including access from the railway station, the area beneath Tulumur Place, the Bradfield bridge and David Trumpy Bridge) may discourage walking and cycling and actually present safety and security risks. It is recommended that these are investigated further, before any direct promotion of walking or cycling into the workplace. Consideration could be given to undertaking a Crime Prevention Through Environmental Design (CPTED) review to advise on how some of these issues can be addressed. Opportunities for fast tracking segregated cycle routes through the city centre should be prioritised. Discussions should be opened with Translink and QR about improving the amenity of the railway station.	<ul style="list-style-type: none"> Investigate safety and security risks, for pedestrians at each of the identified areas in more detail to potentially identify improvements. Agree whether a CPTED investigation will be undertaken. Investigate safety and security risks, for cyclists at each of the identified areas in more detail to potentially identify improvements. Agree whether a CPTED investigation will be undertaken. Prioritise segregated cycle route projects where possible within the city centre. 	Medium term – within 1-2 years (M)
Transport System	Promote and support the use of heavy rail	54% of employees live within 3 km of a train station, suggesting there is potential to increase the number of people commuting to work by train. Anecdotal evidence suggests rail service prices may also discourage use.	<ul style="list-style-type: none"> Investigate potential price incentives or discount options for rail services for employees Provide static and real-time and journey planning information about rail services on the travel information site Promote flexible working hours policy amongst senior managers to enable flexibility to travel by train 	Medium term – within 1-2 years (M)

Table 7: GWTP initiatives – medium term actions

1 Nicholas Street and Ipswich Central Library Green Workplace Travel Plan | Final

1	2	3	4. Design a package of measures	38	5
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Step 4: Designing a package of measures

GWTP long term actions proposed

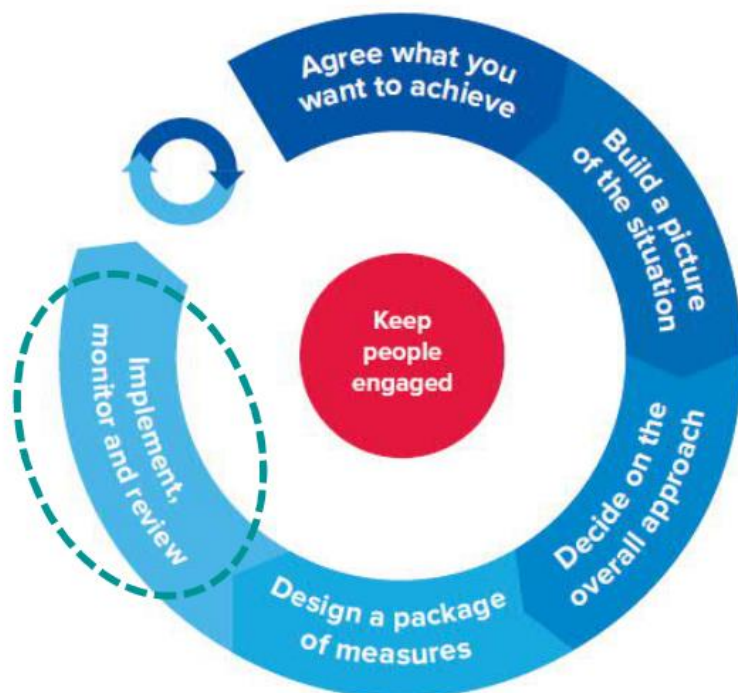
Theme	Initiative	Reasoning	Actions to implement	Timeframe
Land Use System	Promote the use of local amenities and facilities	There may be small potential to reduce the number of people traveling to work by car by providing enhanced access to on-site or local facilities, which remove the need to use a car for trips during the day.	<ul style="list-style-type: none"> Investigate and identify local amenities and facilities available that may be of interest to employees e.g. gym, day care, grocery store etc Engage with local amenities and facilities to investigate discounts, partnerships and other promotion avenues. Investigate potential uses for additional floor space available within 1 Nicholas Street. Promote this information on the central travel and access intranet site. 	Long term – within 2-5 years
Land Use System	Establish remote offices with hot desks where there are concentrations of employees further from the office	Establishing remote offices has the potential to address the equity of access to flexible working option as not all home environments are conducive to working from home. Providing a number of remote offices where there are clusters of employees may provide an attractive alternative for remote working, particularly at locations further from the Nicholas Street Precinct.	<ul style="list-style-type: none"> Further investigate existing locations that could be promoted as remote offices, or new locations where remote offices could be established. Consider feedback from the 'close the loop' session about remote offices, particularly in Council libraries. Consider findings from the investigation of the barriers to employees working from home (recommended action) 	Long term – within 2-5 years
Transport System	Support DRT service opportunities	Demand Responsive Transport services can offer a viable alternative to fixed route bus services, where certain conditions exist. Given the resource intensity and complexity of DRT services ICC may not be able to establish an employee specific service but should remain supportive of an open to State led investigations or other opportunities.	<ul style="list-style-type: none"> Regularly check for and remain open to emerging opportunities or investigations of DRT services. 	Long term – within 2-5 years
Transport System	Transition to a low emissions fleet	There is an opportunity to replace existing vehicles with electric or hybrid alternatives to reduce carbon emissions. This may also consider the introduction of a suite of e-bikes or e-scooters which could be encouraged for use when travelling to meetings or locations nearby.	<ul style="list-style-type: none"> Progress with Low Emissions Vehicle Plan Identify opportunities to incorporate e-bikes, e-scooters, EVs or hybrids into the fleet Promote the use of the LEV fleet 	Long term – within 2-5 years

Table 7: GWTP initiatives – long term actions

1 Nicholas Street and Ipswich Central Library Green Workplace Travel Plan | Final

1	2	3	4. Design a package of measures	39	5
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Implement, monitor and review



This section describes the important principles to be considered when implementing the GWTP, outlines an action plan framework, and describe a the GWTP monitoring and evaluation methodology.

Step 5: Implement, monitor and review

In implementing the initiatives, it is important align with the core principles of best practice in GWTP development.

Implementation of the GWTP will require support from across Council and a number of different individuals and groups. Appointment of a GWTP coordinator is essential.

It is important through the life of the GWTP to celebrate success and learn from the not so successful. Take opportunities to publicise your wins internally and externally but also be honest and transparent about initiatives and initiatives which haven't delivered as you were expecting and build upon your lessons learn.



Figure 23: Best practice core principles

Step 5: Implement, monitor and review

Key Performance Indicators have been identified, linked to the objectives. They should be used to guide the implementation of the GWTP and facilitate monitoring of progress.

Key performance indicators (KPIs) are a crucial element of the GWTP. They enable progress towards objectives to be assessed over time, and provide direction for the development and delivery of the GWTP.

KPIs need to be specific to, and compatible with, the goal and objectives of the GWTP.

There are a range of different types of KPIs which should be incorporated, with an emphasis on outcome KPIs.

Outcome KPIs should be used predominantly. These KPIs measure something that has been achieved through the GWTP. E.g. Travel by car alone has reduced by 5%. Or, 'employees feel safer cycling to work'.

Output KPIs measure whether something has been done. E.g. A repeat travel survey has been delivered, or, five travel behaviour change initiatives have been implemented.

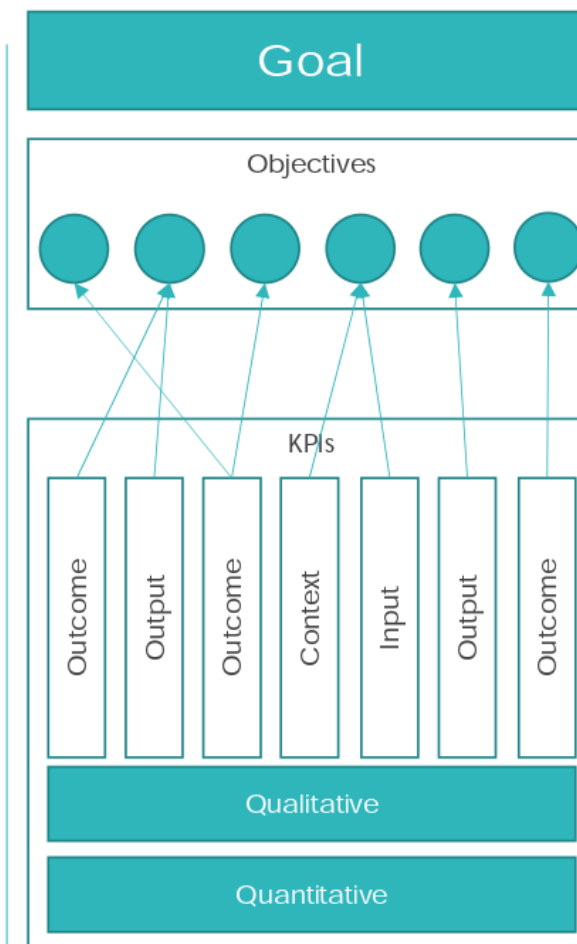
Input KPIs are KPIs which measure what is being incorporated into the GWTP, likely to support achieving output or outcome KPIs. E.g. \$10k of funding has been secured for the delivery of GWTP initiatives; a GWTP coordinator has been appointed to deliver the GWTP.

Context KPIs are KPIs which measure changes in factors outside of the control of the GWTP but may potentially influence the GWTP. E.g. TMR has developed a new Rapid Bus Network; or 'census data shows car ownership and drive to work is increasing'.

These KPIs may provide a quantitative or qualitative way of assessing progress towards achieving the objectives, and goal, of the GWTP. Quantitative measures are often used most, but qualitative measures are important to understand changes in underlying perceptions and attitudes towards travel.

The KPIs, targets, data sources and monitoring frequencies identified in tables 8 and 9 are aspirational. They indicate a best case scenario target, and ideal monitoring frequency, based upon the complete implementation of the GWTP. It is recognised that resource constraints may result in reduced monitoring frequencies, and adaptations to the implementation of initiatives which may reduce the outcomes achieved.

The targets identified are intended to be reported against and updated annually. Therefore targets which related to a % change are intended to be a targeted change compared to the 2020/ baseline results. When performance is reported after the first year the targets identified may need to be revised for the following year. E.g. a reduction in driving alone of at least 5% would indicate a change in mode share from 73% to 68% of all employees driving alone.



Step 5: Implement, monitor and review

Eight KPIs are proposed for the GWTP. In combination they will enable measurement of progress towards the GWTP objectives.

		KPIs							
		Input: GWTP Coordinator resource established	Outcome: ICC Employee Mode share	Outcome: Uptake of flexible/ WFH practices	Output: Number of GWTP initiatives implemented	Output: EOT Facility usage	Outcome & Context: Parking Occupancy Rates	Outcome: Employee sentiment	Context: Queensland Mode share
Objectives	Ensure employees can access the CBD site safely and securely.	✓		✓	✓			✓	
	Improve the health and well being of our employees.	✓		✓	✓	✓		✓	
	Ensure employees have fair and equitable access to the workplace.	✓	✓	✓	✓	✓	✓	✓	
	Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.	✓	✓	✓	✓	✓	✓	✓	
	Reduce carbon emissions and transport related pollution.	✓	✓	✓	✓	✓	✓		✓
	Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.	✓	✓	✓	✓	✓	✓		

Table 8: GWTP KPIs

1 Nicholas Street and Ipswich Central Library Green Workplace Travel Plan | Final

Step 5: Implement, monitor and review

Targets and data sources for the KPIs

		KPIs, including targets and measurement source			
		Input: GWTP Coordinator resource established	Outcome: ICC Employee Mode share	Outcome: Uptake of flexible/ WFH practices	Output: Number of GWTP initiatives implemented
Objectives	Ensure employees can access the CBD site safely and securely.	GWTP coordinator role has been established. <i>Source data: Internal Records (check after 3 months, then monthly if not yet appointed)</i>			By end of 2021, at least 3 GWTP initiatives have been delivered which contribute to each of the objectives. By end of 2022, a total of 6 GWTP initiatives have been delivered. <i>Source data: Internal Records (Annually)</i>
	Improve the health and well being of our employees.			At least 30% of respondents work from home or flexible hours at least once a week. <i>Source data: Travel survey (Annually)</i> Mode share of respondents travelling to work using active modes (based on 2020 data) has increased by at least 2% by 2021, by 5% by 2022, and by 10% by 2024. <i>Source data: Travel survey (Annually)</i>	
	Ensure employees have fair and equitable access to the workplace.		By end of 2022, 90% of employees indicate they have no issues accessing the workplace. <i>Source data: Travel Survey (Annually)</i>	By end of 2022 and consistently per year thereafter, less than 5% of respondents indicate working from home or flexible hours policy is not being supported across ICC. <i>Source data: Travel survey (Annually)</i>	
	Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.		The proportion of respondents indicating they travel in the way they do is because they have no other alternative has decreased by at least 5% by 2022, and by 10% by 2023. <i>Source data: Travel survey (Annually)</i>	At least 30% of respondents work from home or flexible hours at least once a week. <i>Source data: Travel survey (Annually)</i> By end of 2022, less than 5% of respondents indicate working from home or flexible hours policy is not being supported across ICC. <i>Source data: Travel survey (Annually)</i>	
	Reduce carbon emissions and transport related pollution.		The total CO2 emissions have decreased by 15% by 2025. <i>Source data: Travel Survey (Annually)</i> Mode share of employees travelling by car alone has decreased (based on 2020 data) by at least 5% by 2022, by 7% by 2023, and by 10% by 2024. <i>Source data: Travel Survey (Annually)</i> Mode share of respondents travelling to work using active modes (based on 2020 data) has increased by at least 2% by 2021, by 5% by 2022, and by 10% by 2024. <i>Source data: Travel survey (Annually)</i>	At least 30% of respondents work from home or flexible hours at least once a week. <i>Source data: Travel survey (Annually)</i>	
	Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.		Mode share of employees travelling by car alone has decreased by at least 10% by 2024 (based on 2020 data). <i>Source data: Travel Survey (Annually)</i> At least 30% of respondents work from home or flexible hours once a week. <i>Source data: Travel survey (Annually)</i>	At least 30% of respondents work from home or flexible hours at least once a week. <i>Source data: Travel survey (Annually)</i> By end of 2022 and consistently per year thereafter, less than 5% of respondents indicate working from home or flexible hours policy is not being supported across ICC. <i>Source data: Travel survey (Annually)</i>	

Table 9: GWTP Targets and data sources for KPIs

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Item 5 / Attachment 1.

Step 5: Implement, monitor and review

Targets and data sources for the KPIs

KPIs, including targets and measurement source				
Outcome: EOT Facility usage		Outcome & Context: 1 Nicholas Street/ Civic Centre Carpool Parking Occupancy		Context: Queensland Mode share
Objectives	Ensure employees can access the CBD site safely and securely.		By end of 2022, less than 5% of employees indicate safety concerns are the main reason they travel in the way they do, reducing to less than 2% by end of 2023, and reducing to 0 by 2024. <i>Source data: Travel Survey (Annually)</i>	
	Improve the health and well being of our employees.		Less than 5% of respondents indicate working from home or flexible hours policy is not being supported across ICC by end of 2021, remaining consistent across the subsequent years. <i>Source data: Travel Survey (Annually)</i>	
	Ensure employees have fair and equitable access to the workplace.		Less than 5% of respondents indicate working from home or flexible hours policy is not being supported across ICC by end of 2021, remaining consistent across the subsequent years. <i>Source data: Travel Survey (Annually)</i>	
	Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.	Over 80% of lockers in the EOTFs are in active use. <i>Source data: Spot audit (Reported annually, surveyed quarterly)</i>	By end of 2021, the mode share of employees car pooling to work with another ICC employee is at least 8%, 10% by end of 2022, and 15% by end of 2024. <i>Source data: Travel survey (Annually)</i>	
	Reduce carbon emissions and transport related pollution.	Bike storage is operating at an average daily use capacity of approximately 85% by end of 2022, with more space being needed by end of 2023. <i>Source data: Spot audit (Reported annually, surveyed quarterly)</i>	*Approximately 15% of carpool parking spaces are available after 8am. <i>Source data: Spot counts (weekly) + Annual Parking Survey (Annual)</i>	By 2024, the employee commute mode share for ICC employees driving alone is at least 5% less than the average for South East Queensland, by. <i>Source data: ABS, Census data</i>
	Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.		*Approximately 85% of carpool parking spaces are used by carpools on any given work day. <i>Source data: Spot counts (weekly) + Annual Parking Survey (Annual)</i>	

Table 9: GWTP Targets and data sources for KPIs

*Target/ performance to be measured once parking bays become available in the medium – long term. In the interim, carpool mode share to be measured as an indicator of carpooling uptake.

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Step 5: Implement, monitor and review

Summary table of the proposed immediate actions with associated KPIs, target users, resource intensity and risks. It will be necessary to refine this to include a 'responsibility' column.

Initiative	Outcomes	KPIs	Target Users	Resource intensity (L/M/H)	Risks/ Dependencies	Time frame
Appoint a GWTP coordinator, and begin promoting the GWTP	A GWTP coordinator has been established who is actively coordinating and delivering the GWTP with support from Champions within ICC.	<ul style="list-style-type: none"> GWTP Coordinator resource Number of GWTP initiatives implemented 	All employees	H	Requires dedicated role. Sufficient resource support. Champions to support.	Requiring immediate attention (IA)
Continue to engage with employees	All employees are regularly engaged through updates to the information pack, good news stories and communications about the progress of the GWTP, including repeated travel surveys.	<ul style="list-style-type: none"> ALL 	All employees	L	Communications strategy and channels in place. Coordinator role to continue to lead.	Requiring immediate attention (IA)
Promote end of trip facilities	All employees know that there are end of trip facilities available to them, which they have been encouraged to use.	<ul style="list-style-type: none"> ICC Employee Mode share EOT facility usage Employee sentiment 	All employees	L	Not enough EOT facilities. Facilities management to continue to update/ manage overtime.	Requiring immediate attention (IA)
Provide holistic information about employees travel and access to work	Employees are empowered to make informed decisions about their travel, support behaviour change, through up to date information about all travel modes and policies.	<ul style="list-style-type: none"> ICC Employee Mode share Uptake of flexible/ WFH policies EOT facility usage Employee sentiment 	All employees	M	Requires a resource to continuously update information. Insufficient information available for certain modes. Requires clear policy guidance for ICC employees.	Requiring immediate attention (IA)
Develop a parking management strategy for the new offices	Employees who have no other than to travel by car have access to car parking, which has an equitable connection to the Nicholas Street Precinct.	<ul style="list-style-type: none"> Parking occupancy rates Employee sentiment 	Employees driving to work	M	The number of people (excl ICC) parking in Ipswich increases. Alignment with IGO.	Requiring immediate attention (IA)
Promote car pooling	Employees have been encouraged to carpool through the provision of carpool carparks, and are supported through a carpool match up programme and guaranteed ride home scheme.	<ul style="list-style-type: none"> ICC employee mode share Parking occupancy rates 	Employees driving alone	M	COVID restrictions on bubbles/ contact. IGO alignment. Incentives to carpool.	Requiring immediate attention (IA)
Promotion of national sustainable travel events i.e. national ride to work day	ICC actively promotes employees to engagement in National Sustainable Travel Events. During events employees actively participate and take up encouraged activities or modes.	<ul style="list-style-type: none"> Specific to event. E.g. EOT facility usage (on day of event) Or Parking occupancy rates (on day of event) 	All employees, particularly those who currently drive to work	L	Event's promoted must align with the Goal of the GWTP. Initiatives will require engagement with appropriate stakeholders leading the event.	Requiring immediate attention (IA)

Table 10: GWTP Initiatives implementation – Immediate actions

Item 5 / Attachment 1.

Step 5: Implement, monitor and review

Summary table of the proposed short term actions with associated KPIs, target users, resource intensity and risks. It will be necessary to refine this to include a 'responsibility' column.

Initiative	Outcomes	KPIs	Target Users	Resource intensity (L/M/H)	Risks/ Dependencies	Time frame
Develop a clear Working From Home and flexible working policy and support consistently across council	Working from home and flexible working is supported consistently across all ICC teams and departments, in alignment with the ICC policy published for all employees.	<ul style="list-style-type: none"> Uptake of flexible working/ WFH policies Employee sentiment 	All employees	L	Requires consistent support across all teams within council. Policy specific. Policy applicable to varying roles.	Short term – within 12 months (\$)
Encourage continued WFH by employees to reduce carbon emissions						
Provide employees the facilities, resources and training to WFH effectively						
Review opportunities for incentivisation of sustainable travel options	Financial or convenience/gamification incentives are available for employees, encouraging the uptake of public transport, carpooling and active modes.	<ul style="list-style-type: none"> ICC Employee Mode share EOT facility usage Employee sentiment 	Employees driving to work	M	Certain incentives, such as financial subsidies for public transport would require coordination with external stakeholders.	Short term – within 12 months (\$)
Encourage and support the use of E-bikes	Employees have been encouraged to use e-bikes and e-scooters through the promotion of end of trip facilities, policy support for the use of micro-mobilities and collaboration with providers.	<ul style="list-style-type: none"> ICC Employee Mode share EOT facility usage Employee sentiment 	Employees travelling by car or public transport within 3km distance of the office	M	Providers do not wish to engage. Policy needs to support e-bike and e-scooter use. Policy on use needs to be clearly communicated.	Short term – within 12 months (\$)
Encourage and support the use of e-scooters						

Table 11: GWIP Initiatives implementation – Short term actions

Item 5 / Attachment 1.

Step 5: Implement, monitor and review

Summary table of the proposed medium and long term actions with associated KPIs, target users, resource intensity and risks. It will be necessary to refine this to include a 'responsibility' column.

Initiative	Outcomes	KPIs	Target Users	Resource intensity (L/M/H)	Risks/ Dependencies	Time frame
Improve quality of connections for people arriving on foot and by bike	Employees are supported to travel to work on foot or by bike through safer, easier connections to the Nicholas Street Precinct.	<ul style="list-style-type: none"> ICC Employee Mode share EOT facility usage Employee sentiment 	All employees	H	Requires infrastructure improvements to the surrounding environment which may require engagement with a number of additional stakeholders.	Medium term – within 1-2 years (M)
Promote and support the use of heavy rail	All employees are supported to work flexible hours, improving access to heavy rail services. Employees are better informed about heavy rail services, and encouraged to use these services through a financial incentive.	<ul style="list-style-type: none"> ICC employee mode share Employee sentiment 	Employees driving to work	M	Gov fee subsidy support specific to buses. Price incentive requires clear policy/ guidance. Operator may not be open to changes/ subsidies.	Medium term – within 1-2 years (M)
Promote the use of local amenities and facilities	Spare office space available within 1 Nicholas Street has been leased to on-site facilities attractive to employees. Local businesses have been collaborated with providing incentives for employees to utilise businesses within walking distances.	<ul style="list-style-type: none"> Employee sentiment 	All employees	L	Engagement from local businesses. Employees WFH increases leasable space. Contract to lease users.	Long term – within 2-5 years
Establish remote offices with hot desks where there are concentrations of employees further from the office	Potential remote office, including current Council buildings and new locations have been investigated. A number of remote offices have been identified and employees are encouraged to work remotely from these locations.	<ul style="list-style-type: none"> ICC employee mode share Employee sentiment 	Employees traveling by car	H	Service provider support, services and legal agreement. Pick up/ drop off locations.	Long term – within 2-5 years
Support DRT service opportunities	DRT service opportunities or investigations led by the State have been actively supported by ICC.	<ul style="list-style-type: none"> ICC employee mode share Employee sentiment 	Employees traveling by car	Variable	State chooses to investigate or deliver DRT services. Service provider support, services and legal agreement. Pick up/ drop off locations.	Long term – within 2-5 years
Transition to a low emissions fleet	ICCs fleet consists of 70% sustainable vehicles, including EV's, Hybrids, E-bikes and E-scooters, along with a small proportion of role specific petrol/ diesel vehicles. Fleet vehicles are available to and used by a number employees as needed.	<ul style="list-style-type: none"> Employee mode share Parking occupancy rates Employee sentiment 	All employees	H	Contractual agreements on current vehicles. Changes in ownership of any vehicles. Engagement from e-mobility providers or purchase of own.	Long term – within 2-5 years

Table 12: GWTP Initiatives implementation – Medium and long term actions

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1	2	3	4	5. Implement, monitor & review
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Step 5: Implement, monitor and review

Monitoring and Evaluation (M&E) framework

A M&E framework is crucial to determine whether individual actions and the overall plan are delivering the outcomes intended. It also enables refinement of the actions and guidance delivered.

A clear M&E framework also helps to ensure resources are used in a manner that maximises value.

The three key principles which guide M&E should be considered when developing the framework.

- **Proportionality:** To utilise the most efficient approach available to ensure the effort or resource involved is appropriate to the results received.
- **Partnership:** Collaborate with other teams and departments where applicable to align with M&E in place, share data and resources to maximise efficiency.
- **Prioritise:** Identify the evidence gaps and prioritise which are most important to focus M&E and to generate an evidence base which addresses these important gaps.

Data	Capture Method	Frequency
Usage of end of trip facilities	<ul style="list-style-type: none"> Spot surveys of: <ul style="list-style-type: none"> occupancy of bike racks use of lockers 	Monthly
Use of GWTP related intranet site	<ul style="list-style-type: none"> Number of views of intranet site Number of information pack downloads 	Monthly
Uptake of initiatives	<ul style="list-style-type: none"> Number of employees attending journey planning clinic Number of employees registered for carpooling match up (see Appendix K) 	Quarterly
Changes in travel behaviour	<ul style="list-style-type: none"> Employee travel survey Spot counts of people arriving on foot 	Annual
Changes in parking behaviour	<ul style="list-style-type: none"> Car park occupancy in Civic Carpark Carpool parking space occupancy spot check Car park occupancy survey 	Annual Bi-annual
Viability of encouraging employees to ride a bike and walk to work	<ul style="list-style-type: none"> Local plans for active mode improvements or support Infrastructure improvements – footpaths, crossing points, lighting, segregated routes 	Annual
Viability of 515 bus route service improvements	<ul style="list-style-type: none"> 515 bus service patronage 	Annual

Table 13: GWTP Monitoring and Evaluation Framework

Appendices



A. Focus group notes

*Excel version available



B. Site audit report



Step 2: building a picture of the situation. Physical influences

Access by people arriving/leaving on foot

Internal Access

Pedestrian access within the precinct is primarily facilitated by Tulumur Place, a large pedestrian realm for people walking and cycling between 1 Nicholas Street and the Ipswich Central Library. Numerous cyclists were observed during site inspections using Tulumur Place as a connection between the Bradfield Bridge and Nicholas Street. The unpredictable movement and flow of walking traffic within the precinct can prove difficult for higher speed cycling traffic to predict, increasing the potential for conflicts.

Vehicles are not permitted to access Tulumur Place and are confined to a one-lane, one-way road on Nicholas Street/Union Place, although this is technically a shared zone. Vehicles are required to share this space with pedestrians and cyclists in a low speed environment. No traffic calming devices are currently in place, with speed limits enforced only with regulatory signage. After hours restrictions may be considered in the future.

External Access

Access to the Nicholas Street Precinct is through existing connections from the Bradford Bridge, Union Place and Nicholas Street. Accessibility from the west is still limited due to the locality of the Queensland Rail railway, with Bottle Alley the only through connection from Ellenborough Street. Pedestrian access to the precinct from the Bradfield Bridge and Bremer Street is not direct or intuitive, requiring a lift or stairs to reach the plaza level and 1 Nicholas Street.



Step 2: building a picture of the situation. Physical influences

Access for people arriving/leaving on foot - safety and Crime Prevention Through Environmental Design

Safety Issues

The shared zone (for people walking and cycling) at the B1 stairway and lift lobby was identified by the site audit team as potential high risk pedestrian-cyclist conflict area. Whilst floor signage has been implemented to instruct cyclists to dismount, this approach requires full user compliance and is relatively hard to enforce. The low ceiling height in this location was identified as a potential striking hazard for pedestrians on stairs and cyclists that do not dismount through the shared use area.

Crime Prevention Through Environmental Design (CPTED)

The lack of natural surveillance (where users can see and be seen by others) in B1 reduces perception of safety for people walking and cycling through this area. This may result in increased avoidance of this area, particularly at night. Similar issues exist for people walking or cycling through Bottle Alley, where a lack of passive surveillance (excluding CCTV) and lighting are likely to result in avoidance of use. Improvements to Bottle Alley are planned as of the Nicholas Street works.

It is also understood that whilst the Bradfield Bridge and the Civic Car Park have sliding gates to prevent access in late or early hours, the area between (the mixed use zone and lift lobby) will still be accessible to the general public.

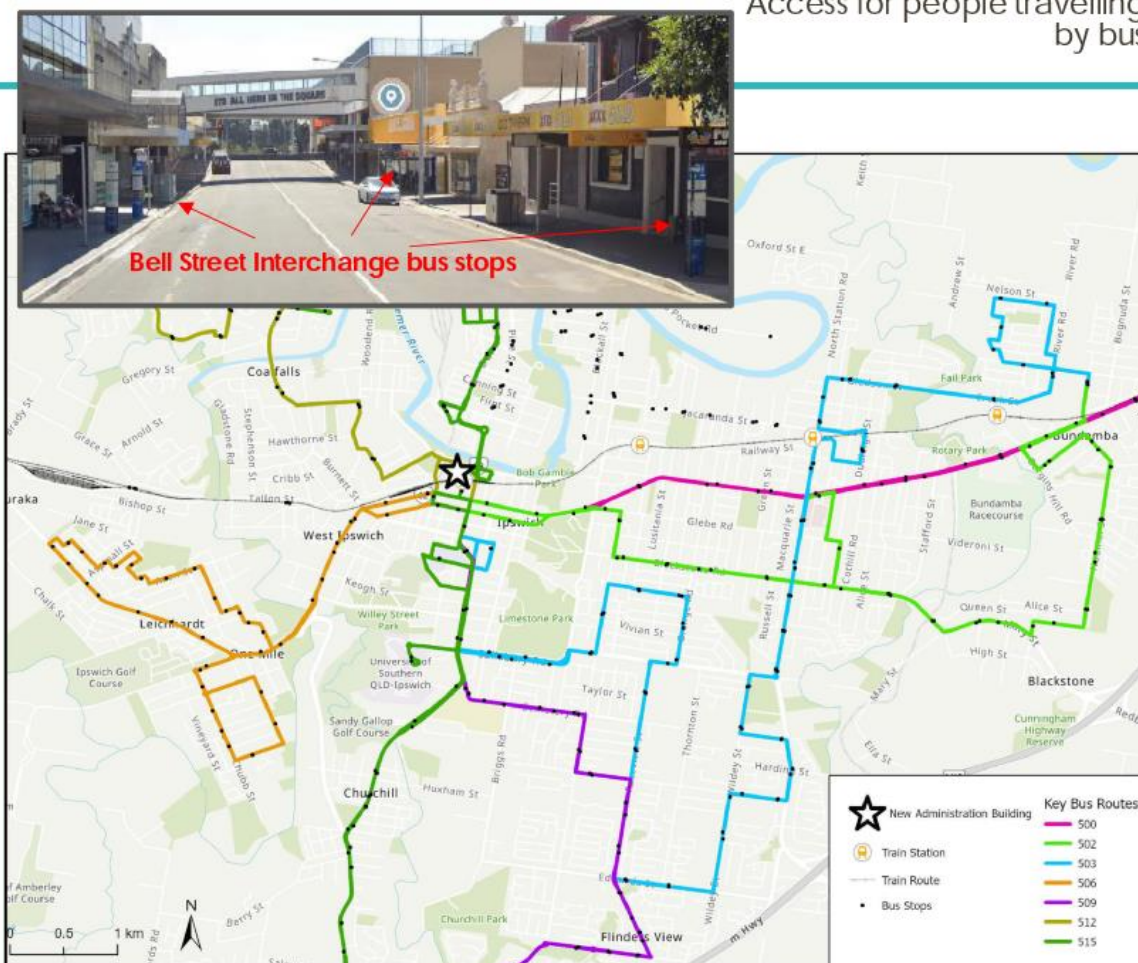


Step 2: building a picture of the situation. **Physical influences**Access for people travelling
by bus

A number of bus routes service the Bell Street Interchange bus stops, approximately 250 meters from 1 Nicholas Street and Ipswich Central Library with access via Union Place. However, only one bus service (the 515) has a frequency considered attractive in comparison to car travel. Similarly, only one service (the 515) has a journey time somewhat competitive to car travel.

Route	Frequency	Bus JT (O-D)	Car JT (O-D)
500	30 mins peak, then hourly	56 mins	20 mins
502	30 mins peak, then hourly	25 mins	12 mins
503	30 mins peak, then hourly	55 mins	12 mins
506	30 mins all day	25 mins	12 mins
509	30 mins peak, then hourly	45 mins	14 mins
512	30 mins peak, then hourly	30 mins	9 mins
515	15 mins all day (north) 15 mins peak, then 30 mins (south)	15 mins (north) 45 mins (south)	10 mins (north) 20 mins (south)

Extensive analysis on existing public transport services has been undertaken and reported on in the iGO Public Transport Advocacy and Action Plan.



Map showing bus routes serving the Ipswich City Centre. Only shows those buses which operate at a frequency of more than once per hour. For example, the 514 and 529 are excluded because they operate once an hour during the day or less.

Step 2: building a picture of the situation. Physical influences

Access for people travelling by train

Ipswich Station is approximately 200 meters from 1 Nicholas Street and Ipswich Central Library, roughly a 2 minute walk.

Train services operate every 20 - 30 minutes during *weekdays (from approximately 5 am to 1am) from Central Station to Ipswich Station. Services towards Brisbane CBD operate at increased frequencies during peak periods.

The journey time from Central Station to Ipswich Station by train is 50 minutes, which is comparable to the estimated car journey time.

There are also train services which operate from the west, from Rosewood to Ipswich from 4am until midnight (approximately). These services operate every half an hour during peak times, and hourly off-peak (approximately). Journey time by train is 21 minutes which is roughly the same as the estimated car journey time.

Entrance/exit of Ipswich Station



*Whilst it is recognised that a small segment of the workforce may need to travel to work during the weekend, week days have been focused upon. Public transport services operate at a lower frequency during weekends which may reduce their viability.



Ipswich Station is in Zone 3. The adult peak one way fare with a GoCard from Central Station is \$6.28.

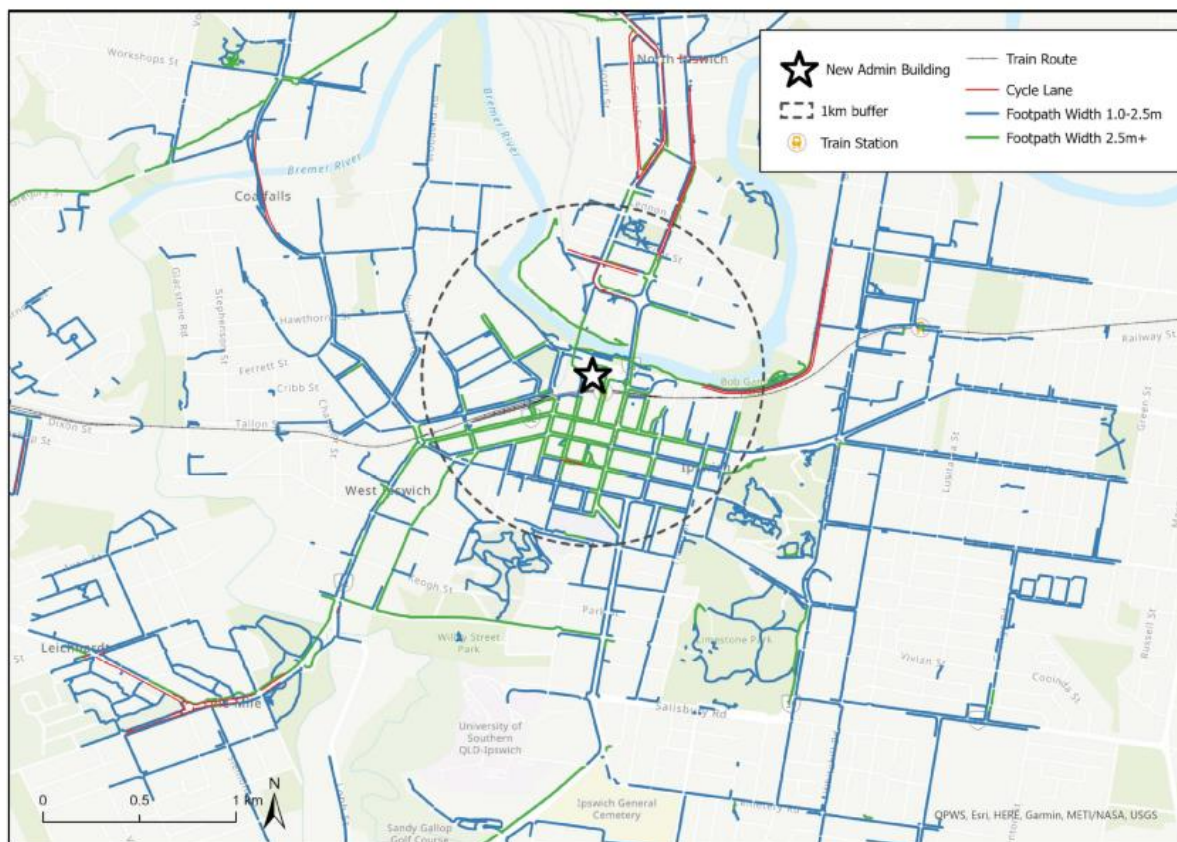
It is notable that the price to Walloon is \$3.37 for a 13 min trip and \$4.11 to Rosewood for 21 min trip, indicating price for trips inside Ipswich may be an issue.

Map showing walking route from Ipswich station to 1 Nicholas Street and Ipswich Central Library in Tulumur Place via Union Place. There is a signalised crossing directly outside the station entrance/exit offers a safe passage across Bell Street.



Physical influences- travel and transport conditions

Access for people riding a bike



Current Network Context

Council's cycle and footpath GIS data (within a 2.5km radius of 1 Nicholas Street and Ipswich Central Library) shows that the cycle network primarily consists of one-way, one-lane on-road cycle lanes that are sparsely spread throughout the CBD. Most of the current network consists of off-road shared paths and footpaths, as illustrated in this map, with very little on-road infrastructure (i.e. cycle lanes). Existing shared footpaths that are suitable for cyclist use have been identified as those that are wider than 2.5m. This infrastructure is generally confined to the Ipswich City Centre, North Ipswich and West Ipswich.

Site inspections found that gaps in the network often required people cycling to share the road with vehicles. In some instances, cyclists were more inclined to transition to the footpath in sections of the network with high vehicle volumes. Areas of the network such as Nicholas Street, where sections of the road network have been closed to vehicles were observed to have a higher demand for cyclist use.

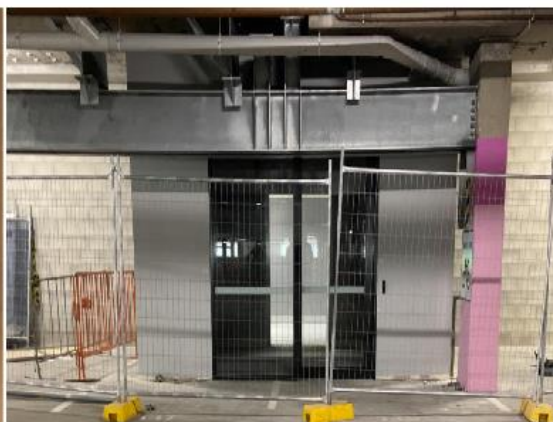
Whilst Brassall Bikeway is part of the "Principle Cycle Route" it is more likely to be utilised by recreational users, as opposed to commuters, until it is connected to the Ipswich City Centre.

Physical influences- travel and transport conditions

Facilities for people walking, riding, or running to work or during the working day – the End of trip facilities (EOTF)



showers – 1 Nicholas Street End of Trip Facility



End of Trip Facility access – Civic Car Park entrance



lockers – 1 Nicholas Street End of Trip Facility



vertical bike racks – 1 Nicholas Street End of Trip Facility

The End of Trip Facilities are located in the basement car park of 1 Nicholas Street. Access is possible from both the Civic Carpark (B1 level) and 1 Nicholas Street car park basement (through separate secure swipe access doors).

The end of trip facilities include:

- 150 lockers
- 132 bike racks (secure storage)
- 16 showers, including one disabled access shower
- Irons and boards
- Charging points

The use of vertical racks may result in some employees experiencing difficulty with securing e-bikes. Many models of e-bikes weigh in excess of 20kg and are better suited to being secured to a horizontal rack. There are no racks for e-scooter users to secure their device.

It is understood that management of the End of Trip Facilities will be handled by building management. From a readiness survey undertaken (February 2021) 123 expressions of interest for lockers (male and female) and 55 for bicycle racks have been received. A locker allocation process is currently being developed and is subject to finalisation and implementation. No drying cabinet or towel service is currently in place for employee use.

Step 2: building a picture of the situation. Physical influences

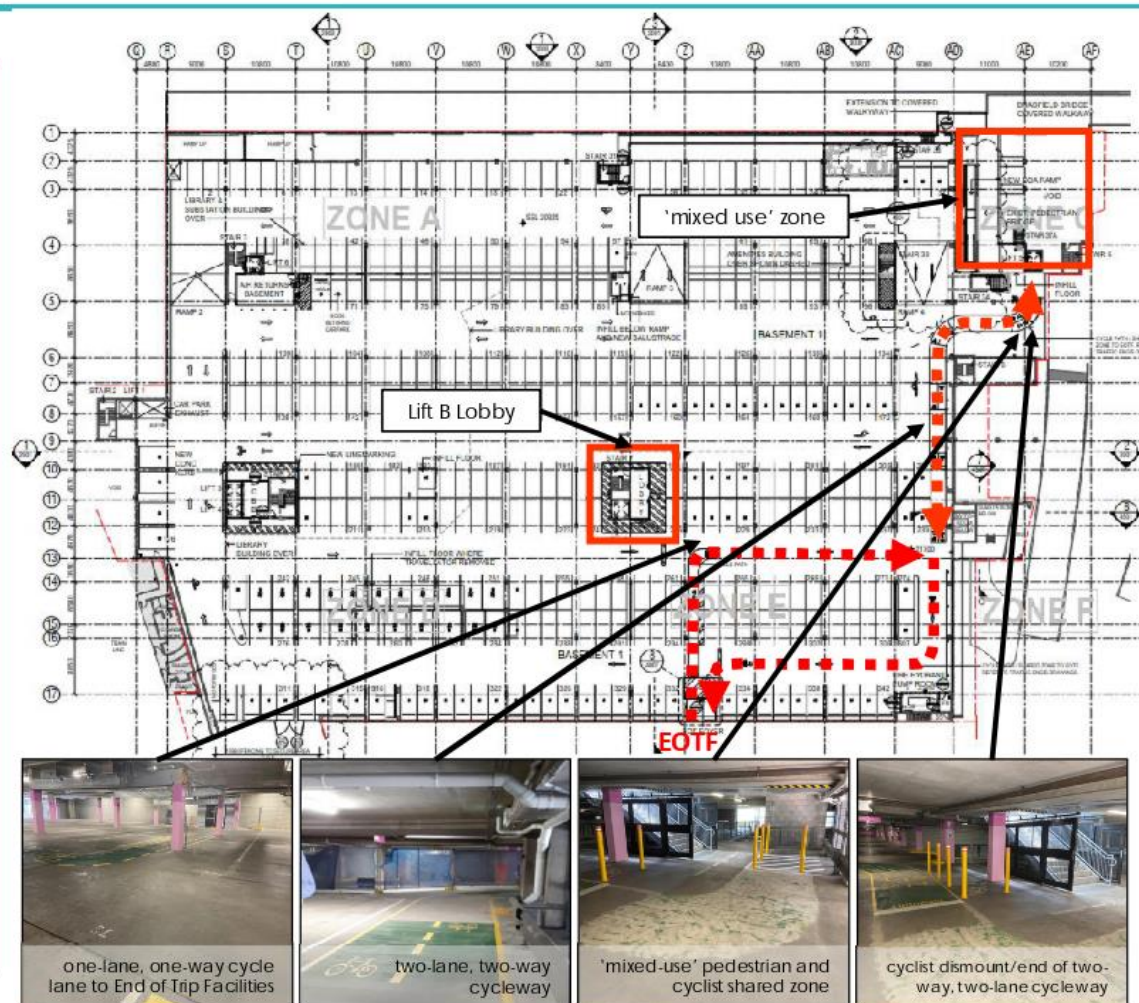
Access to End Of Trip Facilities: access from the Civic Car Park

The End of Trip Facilities are located in the 1 Nicholas Street basement car park. They can be accessed via a connecting secure access point in the Civic Car Park on Basement 1.

A combination of bidirectional floor and wall wayfinding signage, one lane, one-way and two-way, two-lane cycle lanes have been installed to direct employees approximately 175m between the secure sliding door at the End of Trip Facilities and the Civic Car Park Basement 1 (via Tulumur Place and the Bradfield Bridge).

Access can also be gained by taking Lift B to/from Tulumur Place and traversing a short distance (approximately 20m). Access by means of this route has not been actively signed or promoted but is expected to be utilised by employees wanting to access Nicholas Street or Union Place.

Basement 1 facilitates a key connection in the active travel network via a 30m 'mixed use zone' between the Bradfield Bridge and Tulumur Place. Employees travelling through this section can be expected to share this space with a high level of through pedestrian and cyclist traffic. While this area has floor signage instructing cyclists to dismount, site inspections noted the importance in alerting employees to the risks involved to ensure continued compliance with dismounting bicycles and e-devices.



Physical influences- travel and transport conditions

Access to End of Trip Facilities (EOTF): access from the 1 Nicholas Street car park

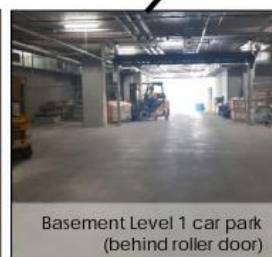
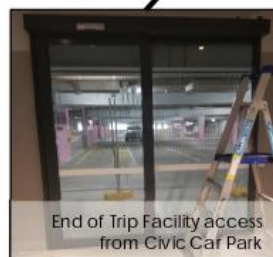
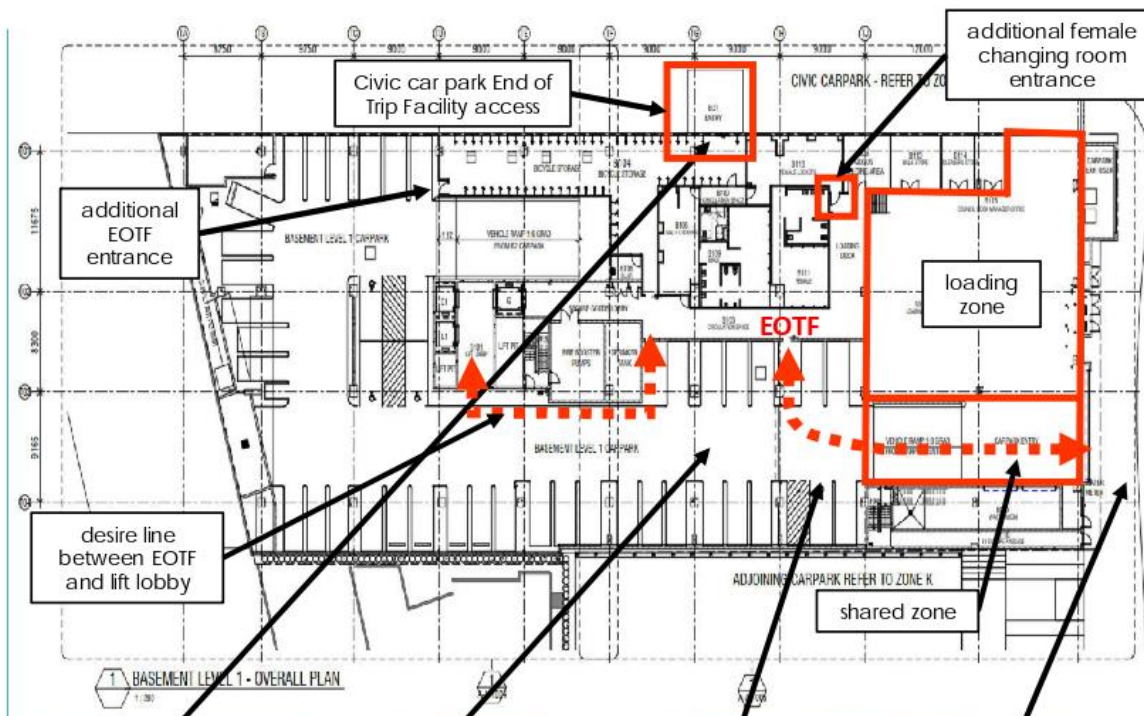
The EOTF can be accessed via a 'shared zone' driveway from Bremer Street (into the 1 Nicholas Street car park).

The 'shared zone' will only be open for access by authorised vehicles and people. It is intended that it will be primarily used by ICC fleet vehicles, visitors, senior employee and employees with allocated carpool parking spaces.

Wayfinding directs EOTF users 30m, to the EOTF through a swipe access door, before reaching a secure access door at the bicycle storage area. Access to/from 1 Nicholas Street is not physically restricted after hours. However, employees will need to get 'after hours' access rights.

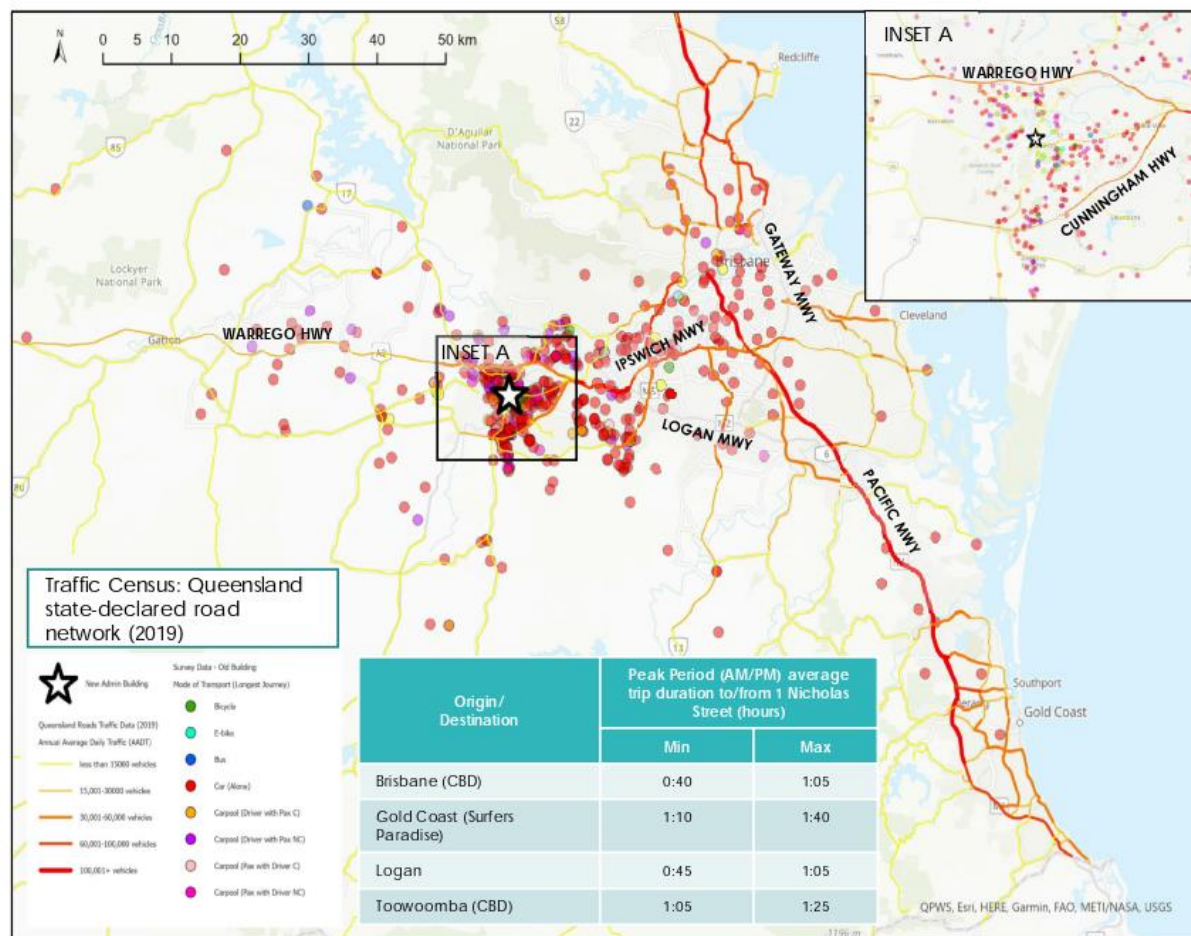
Site plans show the inclusion of an additional door adjacent to the loading zone that provides direct access to the female changing room from a non-secure location. This door allows users to bypass the bicycle storage facility should they not have a vehicle which needs storage.

The 'shared zone' also includes the loading area for refuse service vehicles, forklifts and delivery services. This is a hazardous area which vulnerable road users – people walking and people on bikes or e-scooters – must keep away from. Swept path analyses provided to Mott MacDonald indicate the potential for vehicle-cyclist incidents may be exacerbated by the need for vehicles to reverse on the 'shared zone' when servicing the building.



Step 2: building a picture of the situation. **Physical influences**

Access for people traveling by car



*Traffic Census: Queensland state-declared road network (2019). Note: Does not include data for privately owned toll roads (such as the Gateway Motorway and Logan Motorway)

Access by car in and around Ipswich is relatively easy, with the Warrego and Cunningham Highway supporting high volumes of bypassing west-east vehicle traffic. Daily volumes of traffic and localised congestion in the CBD are most prevalent on the David Trumpy bridge (32,009 vehicles*) and Brisbane Road (23,573 vehicles*).

The new site is easily reached, if employees choose the 1 Nicholas Street car park or the Civic Car park by Bremer street. It is less convenient to access if arriving from the north, given a need to turn away from the site first.

The most direct route between The Gold Coast and Ipswich includes the use of the Logan Motorway toll road (between the Pacific Motorway and Ipswich Motorway), increasing the overall return journey \$5.86-\$9.42 per day depending on duration.

Brisbane residents (north of the Brisbane River) who use the Gateway Motorway and Logan Motorway can expect to pay up to \$20.80 in toll fees per day. The financial requirements for this trip is likely to result in many employees using the Ipswich Motorway or, Western Freeway and Centenary Motorway to reach work. A review of the network found that the Ipswich Motorway (between Riverview and Wacol) is the most congested road into Ipswich, with nearly 112,000 vehicles per day.

Step 2: building a picture of the situation. Physical influences

Access by people travelling by car – parking under the building

A total of 1,186 car parking spaces are available in two car parks below Tulum Place, Ipswich Central Library and 1 Nicholas Street. There is no vehicle connection between the car parks.

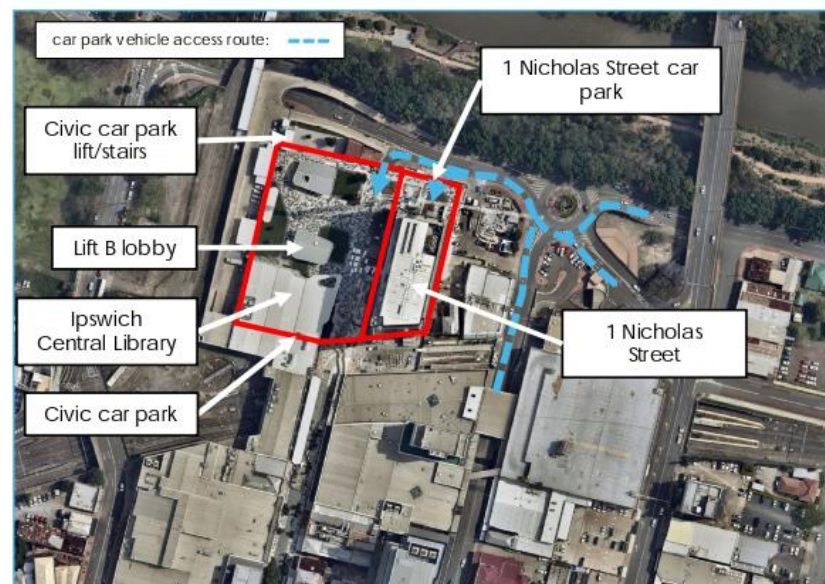
- Civic car park (previously called Ipswich City Square car park): 994 car parking spaces

Owned by Ipswich City Council. Access is not restricted i.e. it is open for general public access. A skidata system manages entry/exit, with facilities for credit card payment available. There is no restriction on who can use the car park, with parking charged on an hourly basis when exceeding 4 hours stay. An initial early bird rate (arrival before 8:30am) will be available at \$8 per day. A pay in advance charge is currently available with a guaranteed car parking space. This offer is currently under investigation.

- 1 Nicholas Street car park: 192 car parking spaces

Owned by Ipswich City Council. Authorised access only (Ipswich Council employees, car poolers* or visitors). Three levels of car park offer direct lift access from each floor into the Administration Building. The intention is to offer secure garaging of Council owned assets or contracted employee's leased vehicles during the day. No charges will be levied for use of any of the spaces – either internal charges to departments or external charges to individual users.

Access and egress to both car parks is from Bremer Street only.



Basement Level	Total Bays	Councillor & ELT	Visitor	Workplace health & Safety	Vehicles of visitors from other depots	Pool vehicles	Senior officers**	Level 2 Tenant	Total allocated* **
1	38		14		6	18			38
2	60				4	56			60
3	94	15		6			40	20	81
Total	192								179

*Carpooling spaces are yet to be confirmed.

**The 40 parks allocated to Senior officers is being reviewed – April 2021

***Allocated as at April 2021

1 Nicholas Street and Ipswich Central Library Green Workplace Travel Plan | Final



Step 2: building a picture of the situation. Physical influences

Access by people travelling by car – parking in the surrounding area

Parking across central Ipswich is classified by Council into ten zones. As shown on the right, 1 Nicholas Street and Ipswich Central Library is located within Zone 5, the CBD Core.

ICC manages the on-street car parking spaces, and a number of off-street car parking locations within these zones, in line with IGO. IGO identifies different user priorities for each of these areas, including priorities for short to medium, and long term car parking spaces. This results in differing amounts of timed, and unrestricted parking within zones.

"A new parking paradigm has emerged which takes a demand management approach to parking, rather than the traditional demand satisfaction approach. This new paradigm makes more efficient use of existing infrastructure, as an alternative of providing more, and accepts higher occupancy levels for car parking spaces where motorists have a choice between free and low cost parking further away (linked with safe and convenient pedestrian facilities) and higher cost parking closer to their destination." - IGO

In Zones 3,4,5 and 7 long-stay, commuter parking is not permitted on-street as it does not align with IGO priorities for these precincts. It is intended that the remaining zones, further from the central business district is used for longer term parking.



Access by people travelling by car – on-street parking in the local area



A total of 2,905* public on-street car parking spaces are available across the ten zones in Ipswich Central. This includes 1,864 unrestricted car parking spaces.

Zone	Unrestricted parking	Restricted	PWD	All
1	336	9	10	355
2	184	207	6	397
3	296	343	6	645
4	47	143	10	200
5	0	57	4	61
6	306	34	0	340
7	18	103	2	123
8	84	0	0	84
9	338	82	2	422
10	255	19	0	278

The IGO strategy does not support long-stay parking on-street by commuters in certain zones. If these zones are not included in the count there is a total of 1,876* car parking spaces available, 1,503* of which are unrestricted.

*Parking numbers are based on September 2020 data.

Item 5 / Attachment 1.

Access by people travelling by car – off-street parking



*Roderick St car park will no longer be available to ICC employees once the move takes place and ownership is changed. **Queen St parking has been excluded as all parking is encompassed as a single count for the zone. Not split out as restricted or unrestricted parking. ***Parking numbers are based upon September 2020 data.

There are also a further 1,718*** car parking spaces available in council controlled off-street car parks, within these ten zones..

Car park	All
Bell St	14
Bob Gamble Park	24
Denmark Hill	50
Marsden Parade	176
Olga St	201
River Heart Parkland	83
Roderick St	133
West St	43
Civic Car Park	994
Total	1,718

This provides a total of 4,623*** council controlled car parking spaces within Ipswich Centre. If on-street parking spaces from IGO zones that don't support long-stay commuter parking are excluded, there is a total of 3,594***.

Access by people travelling by car – all parking in the local area



1,596 car parking spaces (on-street and off-street) are available within a 500m walk of 1 Nicholas Street and Ipswich Central Library. Within 1000m walk, there are 1,860 car parking spaces available. Zone 1, Queens Park is the only zone which has no parking spaces available within 1000m.

This parking capacity currently includes zones where long-stay parking is not supported, as part of the IGO strategy. If these zones (3,4,5 and 7) are not included there is the following capacity.

- 1,408 car parking spaces within 500m.
- 1,436 car parking spaces within 1000m.

Location	Within 500m walk			Within 1000m walk		
	Unrestricted park	Timed parking	Total*	Unrestricted park	Timed parking	Total*
Bell St off-street			14			
Bob Gamble Park						
Denmark Hill						
Marsden Pde						176
Olga St offstreet			201			
River Heart			83			
Roderick St***						133
West St			43			
Civic Car Park			994			
Zone 1 – Queens Park						
Zone 2 – Commercial		32	34	174	164	340
Zone 3 – Medical				61	167	232
Zone 4 – Legal & Govt		76	84	47	63	112
Zone 5 – CBD Core		56	61			
Zone 6 – CBD Fringe	2		2	236	27	263
Zone 7 – Top of Town	6	36	43	25	54	80
Zone 8 – West Ipswich				22		22
Zone 9 – Education	19	18	37	269	60	331
Zone 10 – North Ipswich				159	12	171
All			1,596			1,860

*Total parking also includes disability parks available to the public. **The Bowls Club and Nerima Gardens are grouped together as the Queens Park Carpark. ***Roderick St will no longer be avail to ICC employees once the office relocation takes place as the lease will change ownership.

Item 5 / Attachment 1.

Travel and transport conditions – All parking

Location	Utilisation 2018		Utilisation 2020	
	Average	Max	Average	Max
Zone 1 – Queens Park	33%	51%	27%	41%
Zone 2 – Commercial	60%	73%	45%	54%
Zone 3 – Medical	70%	84%	66%	78%
Zone 4 – Legal & Govt	66%	84%	49%	62%
Zone 5 – CBD Core	64%	86%	48%	62%
Zone 6 – CBD Fringe	73%	90%	62%	71%
Zone 7 – Top of Town	73%	85%	45%	62%
Zone 8 – West Ipswich	73%	89%	48%	50%
Zone 9 – Education	61%	82%	62%	71%
Zone 10 – North Ipswich	/*	/*	33%	42%
All	63%	79%	49%	59%

When comparing parking utilisation there has been a noticeable decrease from 2018 to 2020, in on-street parking. The 2020 survey was undertaken following COVID-19 restrictions so may be lower than current parking utilisation. When the survey is next undertaken in 2022 the long-term impacts on parking utilisation, of COVID-19, will be clearer.

Both the 2018 and 2020 data indicates that there is additional car parking spaces available in Ipswich. This indicates there is an average additional capacity, on any given day, of between 1075-1482 car parking spaces. This range is based upon a high utilisation scenario (2018) and low utilisation scenario (2020). In both instances there is sufficient capacity for almost twice the number of ICC employees expected to travel to the new building on any given day**. It is important to note that this may include double counting as we cannot distinguish the proportion of the current utilisation that employees already contribute to.

*Utilisation for North Ipswich, Zone 10, was not surveyed in 2018.

Location	Utilisation 2018		Utilisation 2020	
	Average	Max	Average	Max
Bell St offstreet	57%	79%	71%	79%
Bob Gamble Park	13%	21%	17%	38%
Denmark Hill	84%	98%	74%	88%
Marsden Parade	106%*	123%*	65%	77%
Olga St offstreet	88%	99%	68%	81%
River Heart	57%	70%	58%	78%
Roderick St**	49%	68%	21%	35%
Civic Car Park	11%	15%	3%	6%
All***	58%	73%	53%	68%

When comparing parking utilisation there has also been a noticeable decrease from 2018 to 2020, in off-street parking. Again, the 2020 survey was undertaken following COVID-19 restrictions so may be lower than current parking utilisation.

Both the 2018 and 2020 data indicates that there are additional car parking spaces available in Ipswich. This indicates there is an average additional capacity, on any given day, of between 254-284 parks. This range is based upon a high utilisation scenario (2018) and low utilisation scenario (2020). In both instances this does not provide sufficient capacity to accommodate all ICC employees moving to the new building. It does however provide sufficient capacity for approximately half of the number of ICC employees expected to drive in on any given day***. It is important to note that this may include double counting as we cannot distinguish the proportion of the current utilisation that employees already contribute to.

*In 2018, Marsden Parade car park had an overflow area where people parked, although there weren't formal car parking spaces here. Results in more cars than parking spaces in the car park. **Roderick St will no longer be available to ICC employees once the office relocation takes place as the lease will change ownership. ***Excludes City Square Carpark as it is a clear outlier.

What are the known challenges?

Number of employees parking in Ipswich

These calculations are based on the estimated 828 employees that will be based at 1 Nicholas Street and Ipswich Central Library. It is unlikely that 100% of employees will be in on any given day. As a rule of thumb it is estimated that approximately 76% of employees are in the office on any given day, accounting for those on sick leave, annual leave or currently working from home. This is Scenario "Future" (76% in on any given day).

In addition, COVID 19 has created significant changes in the way we live, work and travel. The survey results indicated that there is a high level of support for working from home practices with approximately 65% of employees now indicating they are open to working from home in some capacity. A reduced workforce scenario has been calculated based upon the number of days respondents indicated they could work from home in the future. This provided an estimate that, on average, employees could work from home 1.5 days per week. If we also include the 76% reduction based upon employees who are on sick leave, annual leave etc it brings it down to approximately 56% of the employees being in the office on any given day. This is only reduced by 20% due to double counting of employees working from home. This is Scenario "WFH Future" (56% in on any given day).

Scenario	Total employees	Number of employees travelling on any given day	Number of employees expected to park
Future – All Parking	828	629	534
WFH Future – All Parking	828	503	427

C. Employee travel survey analysis



Step 2: building a picture of the situation. **Employee travel patterns**

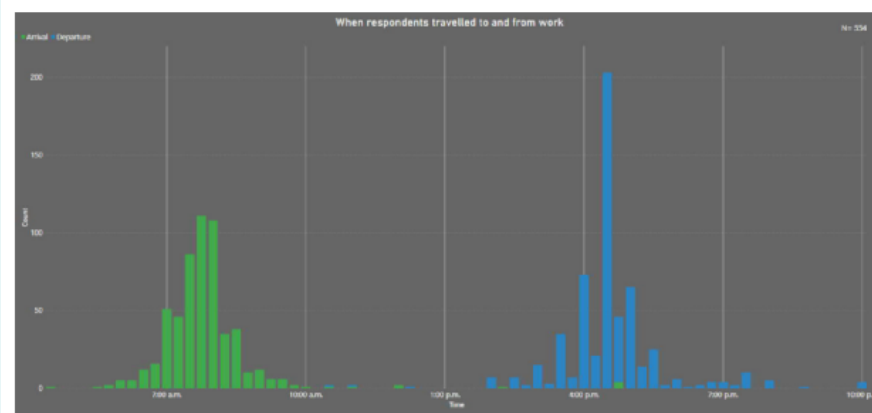
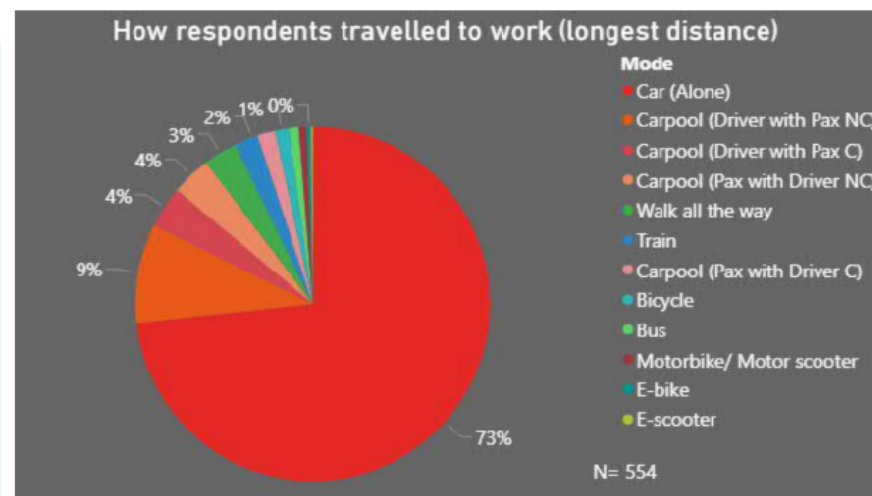
The results show that 92% of respondents travel to work by car, with the majority driving alone.

The majority of respondents (92%) travel to work by car, with most of those driving to work alone.

Respondents work reasonably 'traditional' office hours, with the AM peak arrival at work time between 7 and 8am and the PM peak departure from work time between 4 and 5pm. There is however a much more pronounced PM peak which reflects anecdotal observations.

A gender bias is observed in mode use, with more women than men driving alone; more men than women riding a bicycle or e-bike; more women car pooling; and more men than women walking to work. This is common in workplace travel.

Mode	total	Male	Female	Difference
Car – as driver (alone)	406 (73%)	70%	76%	+6%
Car – as driver (with passengers - who work at Council)	21 (4%)	4%	3%	-1%
Car – as driver (with passengers - who do not work at Council)	50 (9%)	7%	11%	+4%
Car – as passenger (with driver who works at Council)	9 (2%)	0%	2%	+2%
Car – as passenger (with driver who does not work at Council)	20 (4%)	4%	3%	-1%
Motorbike or Motor scooter	4 (1%)	1%	>1%	-1%
Bike or E-bike	9 (1%)	4%	>1%	-4%
Scooter or E-scooter	1 (<1%)	<1%	0%	-<1%
Walk	17 (3%)	5%	2%	-3%
Bus	5 (1%)	<1%	1%	+1%
Train	12 (2%)	3%	2%	-1%
Some other way	0 (0%)	0%	0%	0%



Step 2: building a picture of the situation. Employee travel patterns

An online self-completion questionnaire which achieved a response rate of 74% has provided an excellent basis for development of the GWTP.

A link to an online self-completion survey was emailed to all employees in scope for the relocation on 13th October 2020. The survey was closed on 23rd October 2020.

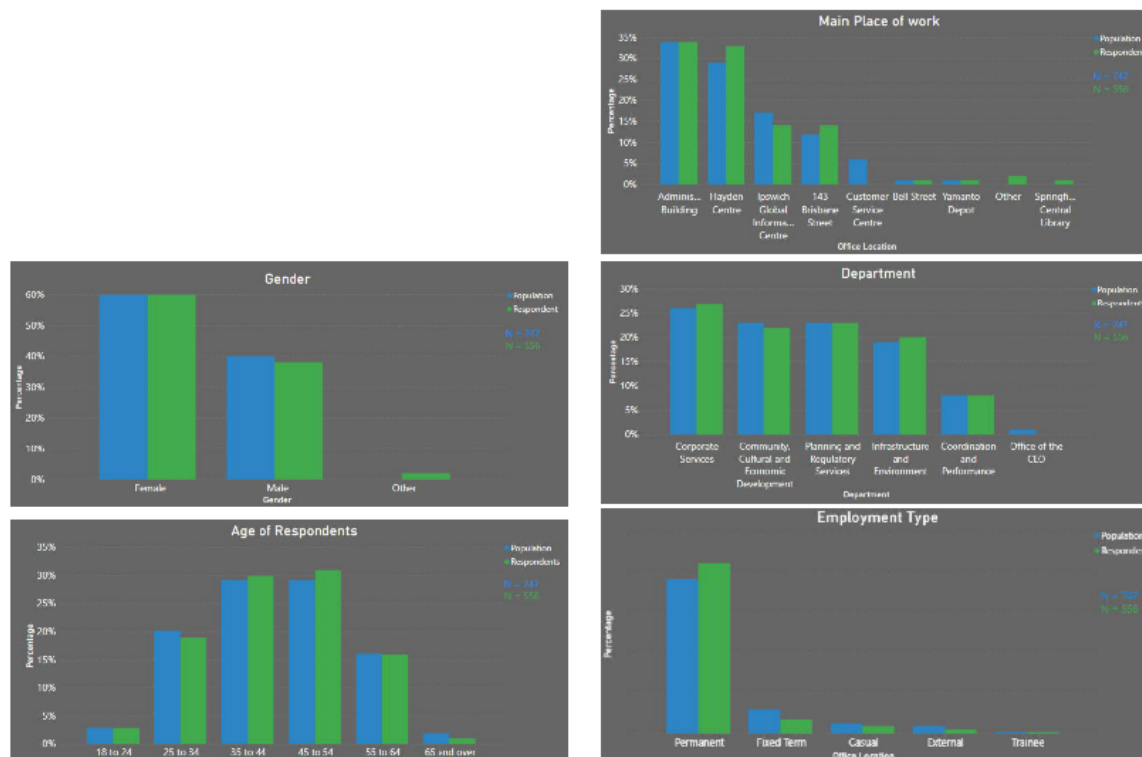
Given the uncertainties with working practices due to COVID – 19, the survey was designed to capture travel patterns of people working from home as well as in the office. A census based approach was taken for those who travelled to work on the day of the survey – asking about their travel on that day, as opposed to their usual travel.

A number of reminder emails were sent and face to face promotion of the survey was undertaken to encourage completion.

The survey was sent to 751 employees. A total of 556 responses were received, 554 were fully complete responses. A small number of employees were recorded as on annual leave whilst the survey was open. They can be counted as sample loss as they were unable to complete the survey. This gives an overall response rate of 74% for the survey.

The results of the survey were analysed using an interactive Power BI dashboard, and GIS catchment and capture analysis. The Power BI dashboard is available upon request from James MacArthur.

The survey respondents can be considered to be broadly representative of all those in scope for the relocation, as indicated by the analyses below comparing the overall population with the survey respondents.

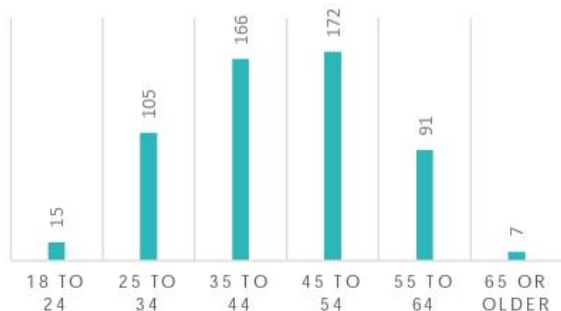


Step 2: building a picture of the situation. Employee travel patterns

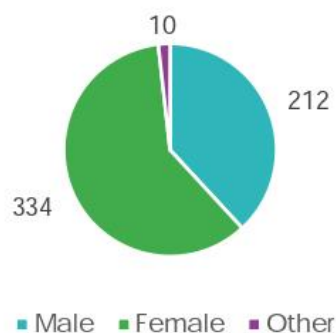
Demographics and spatial distribution of the respondents

Demographics of survey respondents

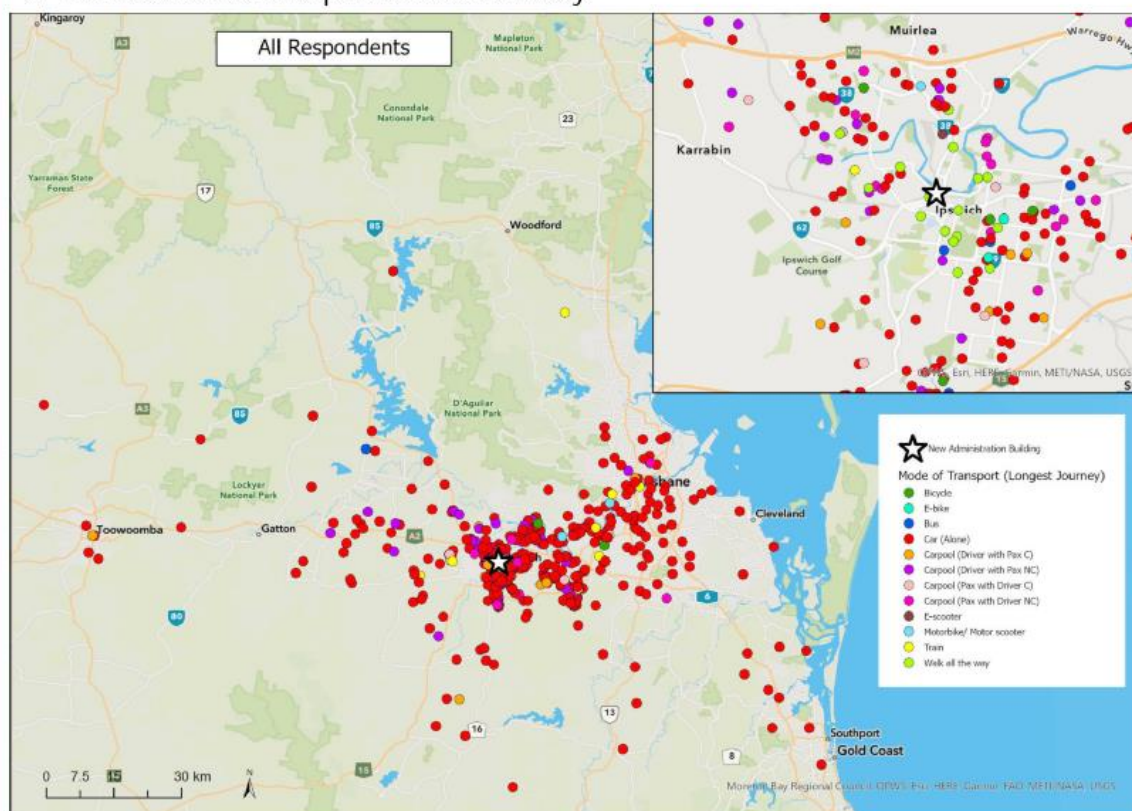
Most respondents are aged in the 35 – 54 years age group.



The gender breakdown of respondents is as follows:



The data indicates respondents are travelling from as far as Toowoomba and the Gold Coast, but there are significant clusters of employees around Ipswich. 142 respondents live within 5km of 1 Nicholas Street and Ipswich Central Library.



Map showing anonymised home locations of all respondents by the mode of transport that they use for the longest distance.

Step 2: building a picture of the situation. Employee travel patterns

Journey time was the most common reason for why respondents travel in the way they do, with over 280 respondents selecting "Quickest option".

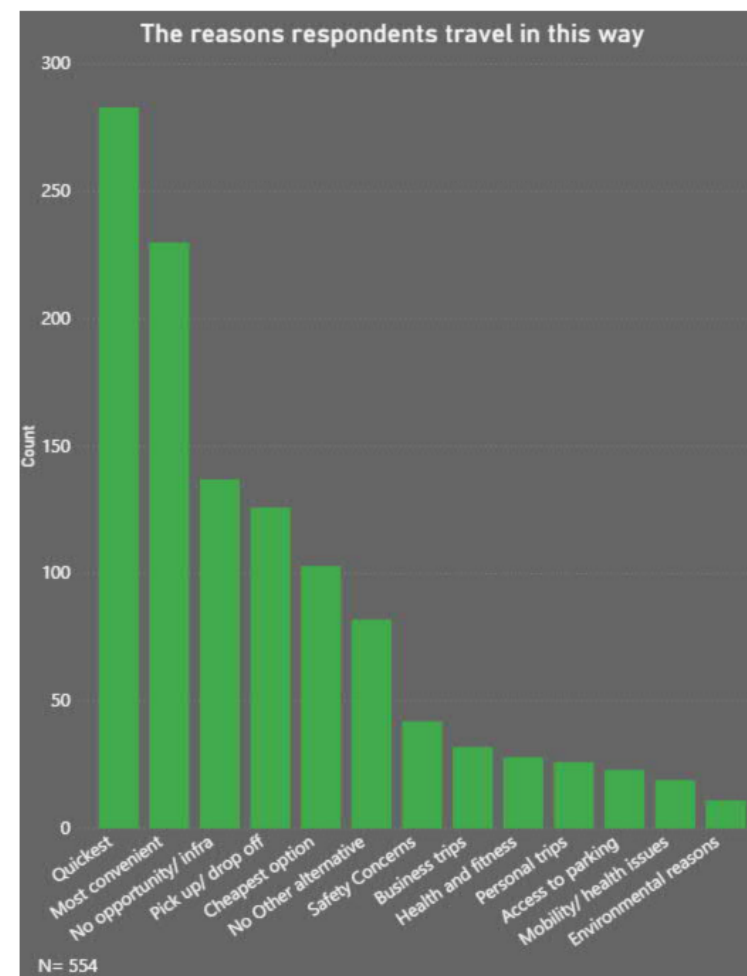
Journey time was the most common reason given for why respondents travel in the way they do, with over 280 respondents selecting "Quickest option".

A dependency on the private vehicle was also suggested with the "No opportunity/ supporting infrastructure for alternative modes" and "No other alternative" options being selected 219 times. There was some variation in key reasons across modes, particularly when looking at active modes compared to travel by car.

Mode	Main reasons
Car – as driver (with passengers - who do not work at Council)	Need to pick up or drop off others
Bus and train	Cheapest or most convenient
Bike or E-bike	Quickest, environmental reasons, health and fitness or cheapest
Scooter or E-scooter	Cheapest
Walk	Health and fitness or cheapest
All other modes	Quickest, most convenient or no opportunity/ supporting infrastructure for alternative modes

Differences in the main reason are observed depending on the main mode used. For instance, for those who car pool the main reasons are the need to pick up, or drop off others, the quickest mode, and then the most convenient.

Differences between the reasons given by men and women are also noted, with women citing the need to pick up, or drop off others, as the third most important whereas for men it is 'No other opportunity or supporting infrastructure'



Step 2: building a picture of the situation. Employee travel patterns

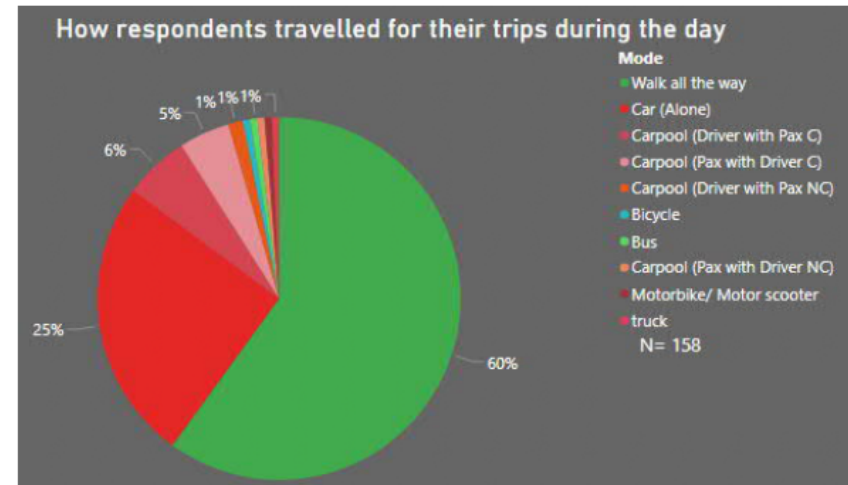
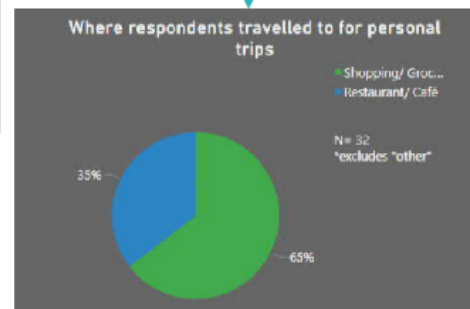
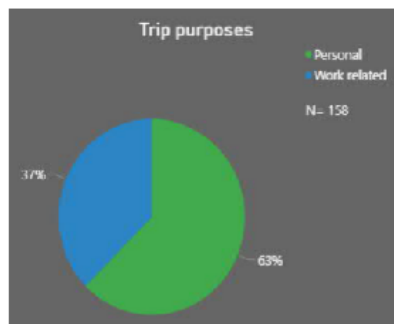
Travel during the course of the working day is not uncommon, with the data suggesting most personal related trips are local.

85% of respondents travelled to their main place of work on the day they completed the survey. These people were asked questions about their travel during the course of the working day.

Approximately 30% of respondents who travelled to work on the day of the survey made trips during the day (a total of 158 respondents - 23% made one trip, 6% made two or more trips).

Over 60% of these trips were made for personal reasons, with 37% for work related reasons.

Considering the personal trips only, 65% of these were made for shopping or groceries, with the remaining 35% to restaurants or cafes.



A difference in mode used between trips for personal reasons and trips for work related reasons is seen.

60% of the personal trips were made by walking all the way, indicating a large amount trips were made to nearby locations.

This compares with only 31% of trips for work related purposes made on foot, and 67% made by car (alone – 37%, with passengers - 27%, and truck – 2%).

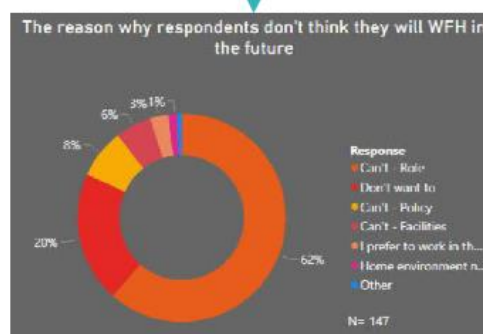
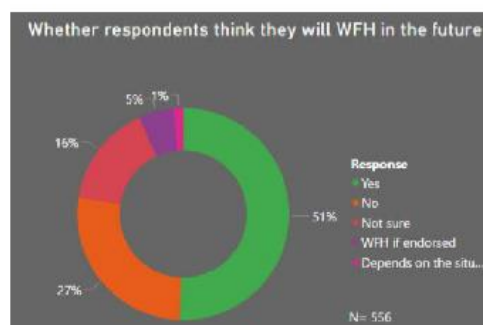
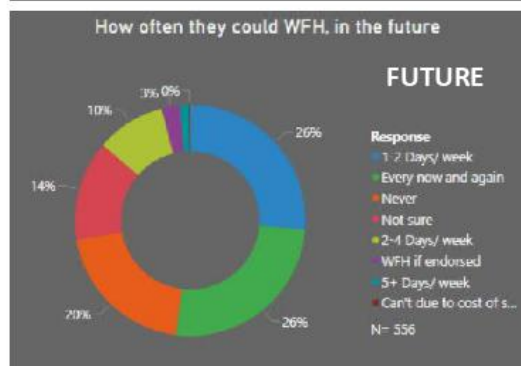
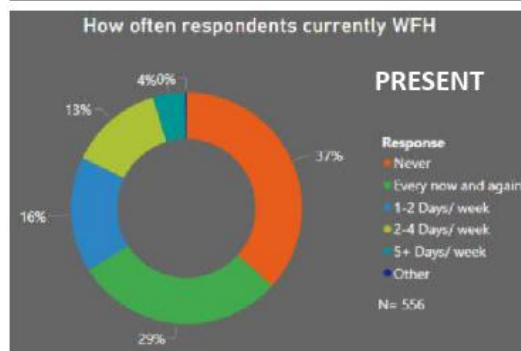
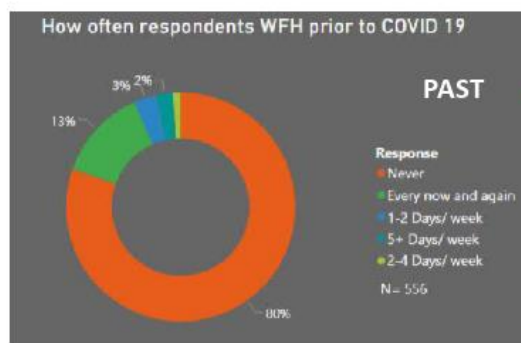
Item 5 / Attachment 1.

Step 2: building a picture of the situation. **Employee travel patterns**

A number of questions were asked about working from home and the results suggest there will be demand for this.

COVID 19 has created significant changes in the way we live, work and travel. It was important to capture potential changes in working from home patterns following COVID 19.

The data shows a significant increase in work from home (WFH). Approximately 65% of employees indicated they are open to working from home in some capacity.



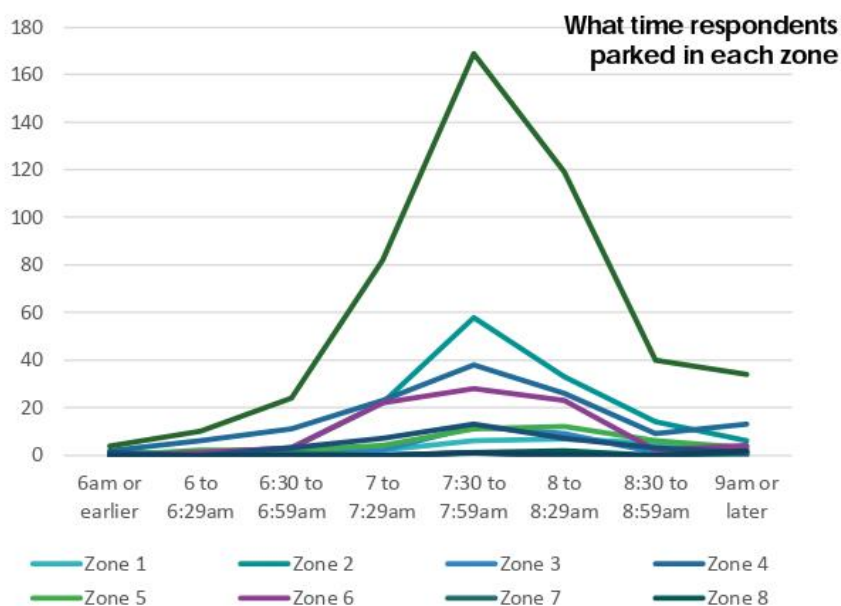
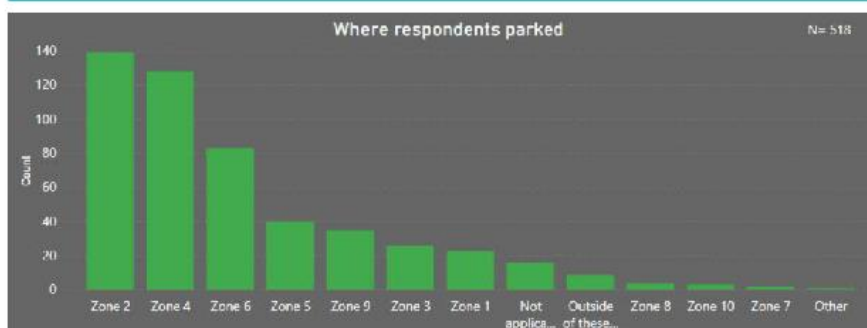
Frequency of working from home	Pre COVID	*Current	**Future
Never	447 (80%)	204 (37%)	113 (20%)
Every now and again	72 (12%)	163 (29%)	146 (26%)
One to two days per week	18 (3%)	90 (16%)	143 (26%)
Two to four days per week	6 (1%)	73 (13%)	54 (10%)
Five or more days per week	13 (2%)	25 (4%)	7 (1%)
Would WFH if it is endorsed	0 (0%)	1 (< 1%)	14 (3%)
Can't due to the cost of set up	-	-	1 (< 1%)
Not sure	-	-	78 (14%)

Respondents were also asked whether they think they will work from home in the future. Where respondents selected 'No' they were asked an additional question about why they don't think they will work from home. The majority of respondents indicated the main reason they would not work from home in the future was because it is not possible due to their role.

Item 5 / Attachment 1.

Step 2: building a picture of the situation. Employee travel patterns

Responses relating to parking show that two thirds of respondents do not pay to park their cars when travelling to work.



Over 90% of respondents park within the ten zones identified. Most park in zone 2 (Commercial) and zone 4 (Legal & Govt), and only 29% of respondents paid for their parking.

Arrival time data shows that the majority of respondents begin parking in Zone 4 (Legal & Govt). As it moves into the peak, 7-8am, more people begin parking in Zones 2 (Commercial) and 6 (CBD Fringe).

As is to be expected, the zones closest to the office tend to be utilised first. This conflicts with IGO as large amounts of respondents are parking in zone 4 (Legal & Govt) which is not intended to be used for long-stay parking. A moderate proportion also parked in zones 5 (CBD Core) and 3 (Medical) which again do not support long-stay parking.

*Capacity does not include off street car parks

Zone	Capacity*	Paid	Free	Off street	On street
1	355	0%	100%	22%	78%
2	397	39%	61%	78%	22%
3	645	48%	52%	28%	72%
4	200	26%	74%	47%	53%
5	61	80%	20%	85%	15%
6	340	11%	89%	12%	88%
7	123	0%	100%	50%	50%
8	84	0%	100%	0%	100%
9	422	0%	100%	24%	76%
10	278	0%	100%	33%	67%
All	2,905	29%	71%	49%	51%

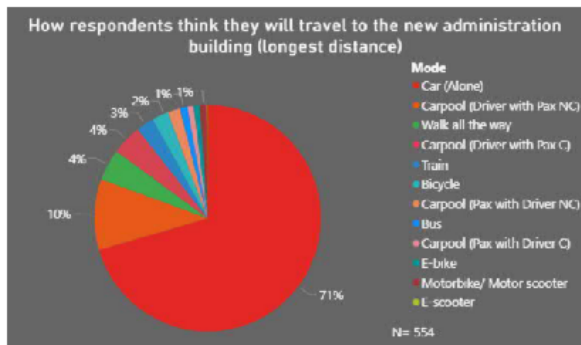


Step 2: building a picture of the situation. **Employee travel patterns**

The data indicates there is potential to **increase commuting by bicycle (including e-bikes), walking, and car pooling.**

The travel survey also provided the opportunity for employees to respond as to how they think they will travel to 1 Nicholas Street: 'how do you think you will usually get to the new Administration building?'. Respondents selected the mode they think they will use for the longest distance.

Whilst care must be taken with these results, given they are only people's intentions, the results suggest some potential changes in travel trends towards more sustainable modes.



- Commuting by car (alone) continues to be the most dominant mode but shows a slight decrease of 2%
- Approximately 3% more employees have indicated that they would contemplate walking or cycling to 1 Nicholas Street.

Mode	*Current Mode	*New Building Mode	Difference
Car – as driver (alone)	406 (73%)	392 (71%)	- 14 (2%)
Car – as driver (with passengers - who work at Council)	21 (4%)	24 (4%)	+ 3 (<1%)
Car – as driver (with passengers - who do not work at Council)	50 (9%)	56 (10%)	+ 6 (1%)
Car – as passenger (with driver who works at Council)	9 (2%)	5 (1%)	- 4 (1%)
Car – as passenger (with driver who does not work at Council)	20 (4%)	10 (2%)	- 10 (2%)
Motorbike or Motor scooter	4 (1%)	5 (1%)	+ 1 (<1%)
Bike or E-bike	9 (1%)	18 (3%)	+ 9 (2%)
Scooter or E-scooter	1 (<1%)	1 (<1%)	0 (0%)
Walk	17 (3%)	25 (4%)	+ 8 (1%)
Bus	5 (1%)	6 (1%)	+ 1 (<1%)
Train	12 (2%)	14 (3%)	+ 2 (1%)
Some other way	0 (0%)	0 (0%)	0
TOTAL	554 (100%)	554 (100%)	-

*Current mode is the mode selected by respondents when asked how they travelled for the longest distance today/ usually.

**New Building mode is the mode selected by respondents when asked how they think they will usually get to the new Administration Building?

The total is 554 as two respondents did not respond to this question.

Step 2: building a picture of the situation. **Employee travel patterns**

The data suggests there is potential to reduce the carbon footprint of Ipswich City Council with the relocation the new Administration building and library.

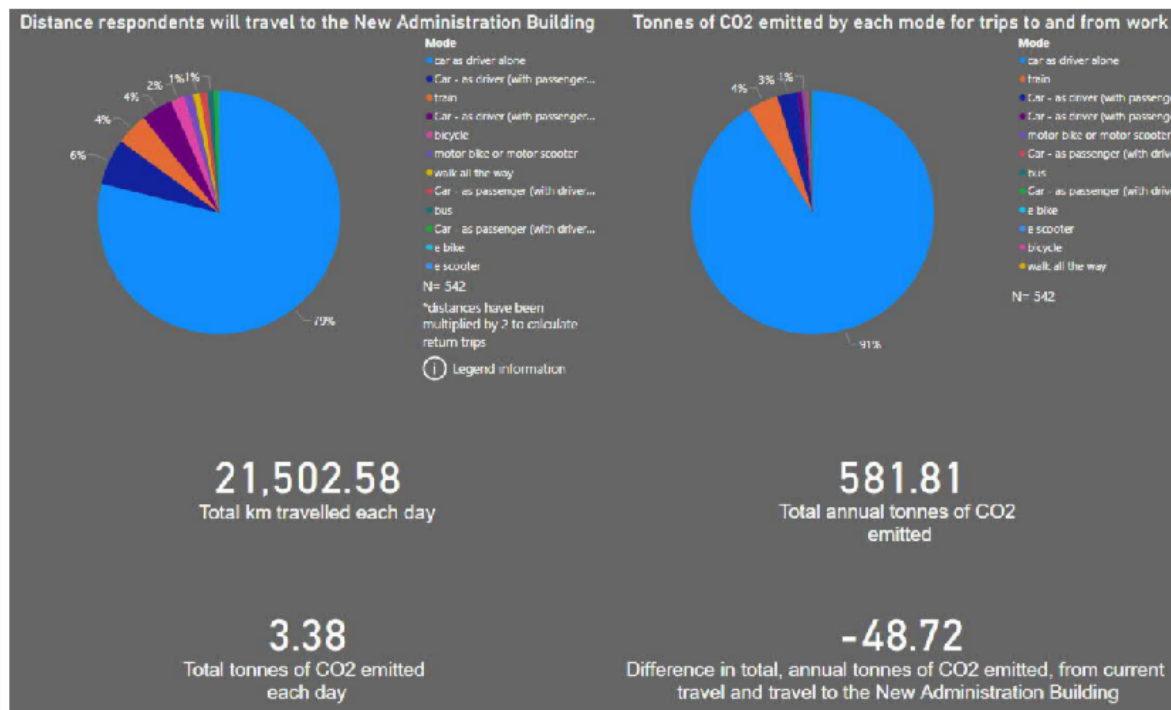
High levels of commuting solo by car results in an annual carbon footprint equivalent to all employees making a trip to Los Angeles and back; this is projected to fall by around 7.7% after moving to the new building.

Council has a large proportion of respondents driving by car alone, with a number travelling long distances to get to work, resulting in a large carbon footprint. This results in a current annual CO2 emission of 630.5 tonnes, with over 22,500km travelled each day.

Without additional actions and inputs through the GWTP, the move alone looks set to reduce ICC's annual carbon footprint to 581.8 tonnes, a decrease of almost 8%. This is driven by an indicated 2% decrease in car trips alone, along with approximate 3% increase in active modes.

Although a large proportion of respondents are set to continue to drive by car alone, this slight decrease, for travel to the new building reduces annual CO2 emissions by over 48 tonnes.

People's indications of future travel patterns are often unreliable, and can be overly optimistic. A survey of employee travel once the site is fully occupied, at the same time of year as the 2020 survey, is recommended in order to check on actual mode share.



These carbon calculations consider all modes given by respondents, weighted towards the mode used for the longest distance. And they are based upon 76% of employees travelling to work on each day of the week (after accounting for part-time working, annual leave and working from home).

D. GIS catchment and capture analysis



Item 5 / Attachment 1.

Spatial analysis confirms that many respondents do not live within reasonable distance of a sustainable transport choice for their commute.

Spatial analysis shows 60% of employees do not live within reasonable distance of a bus or heavy rail option for their commute to work. There is a sizeable minority, however, who do.

This analysis assumes that everyone who lives in the defined catchments can use public transport, which is unlikely to be a valid assumption. It could be assumed that only a proportion of employees could use these alternatives given other commitments outside of work, disabilities or personal preference. This proportion is likely in the region of 10-20%.

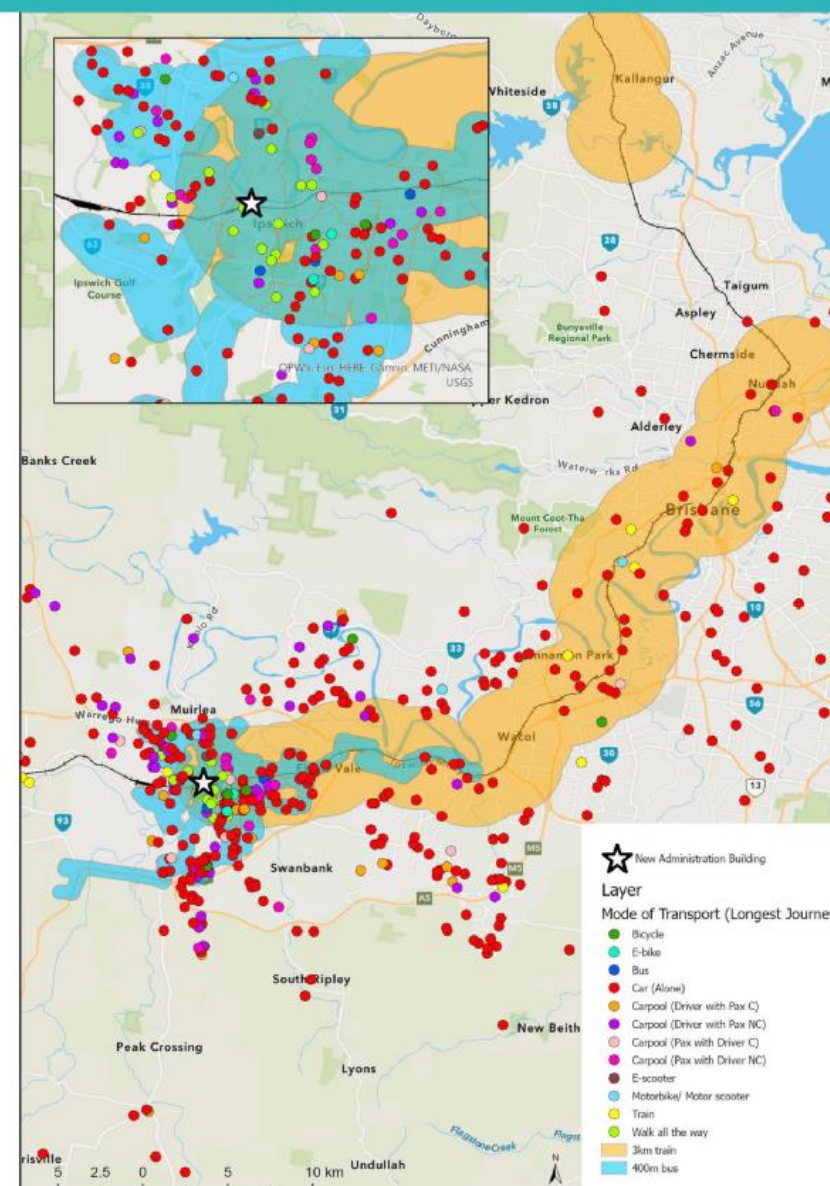
The catchment areas are as follows:

- 3km around each train station
- 400m around key bus routes

	Respondents	Factored up
All respondent mapped	554	747
Living with a PT buffer	228 (41.2%)	307 (41.2%)
Living outside a PT buffer	326 (58.8%)	440 (58.8%)

*respondents living in multiple catchment areas have only been counted once

**the Ipswich/Rosewood and Caboolture lines do not service stations between Northgate and Petrie Station. For this reason, these stations have not been included in the catchment areas.



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there may be some potential for encouraging more employees to commute by walking directly to the new Council buildings. However the proportion is already quite high for those living within 2km.

Baseline (from travel survey)

The current mode share by walking all the way to work is 3% (17 people).

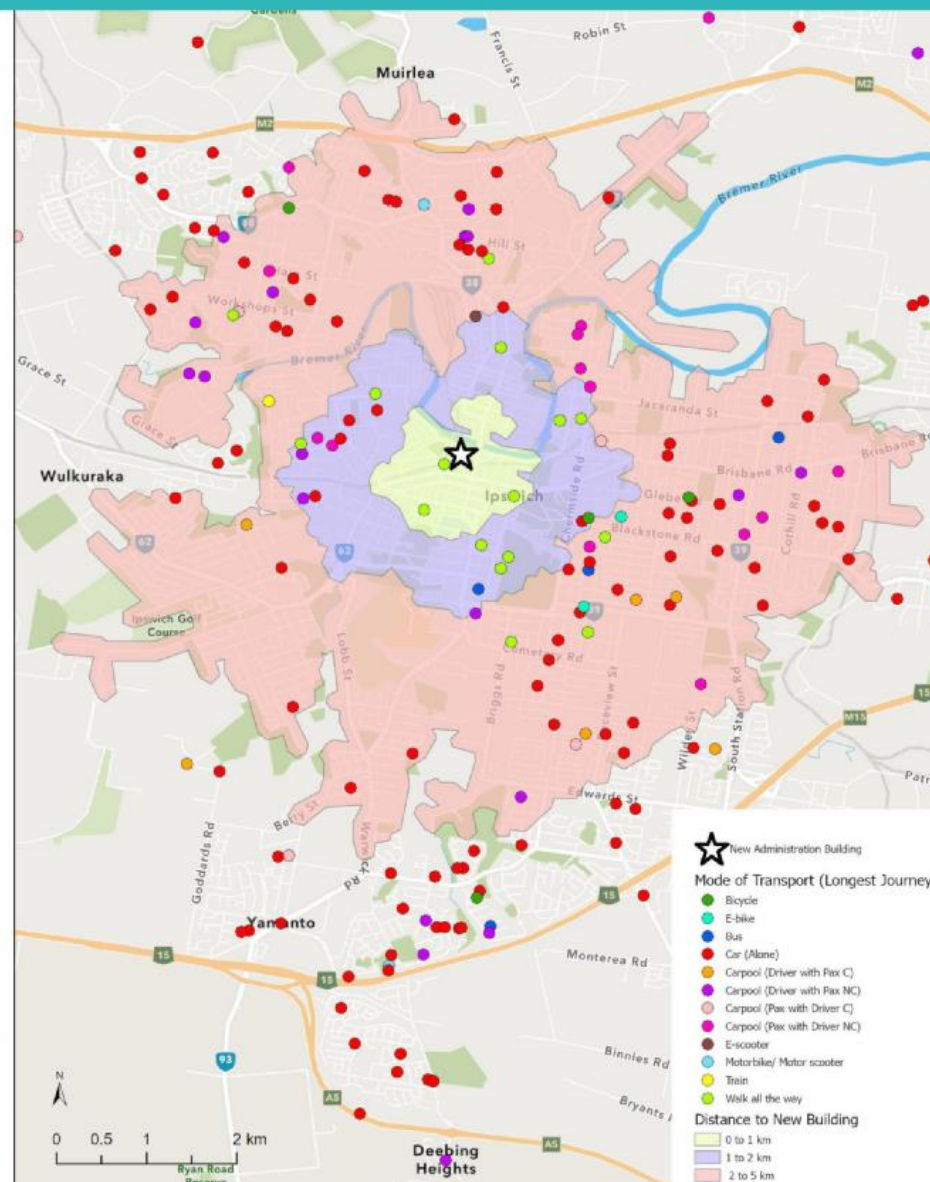
There are 21 respondents from the travel survey that live within 2km of the new admin building, and of these, 12 already walk to work.

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently walking all the way	17 (3.1%)	23 (3.1%)
Living within 5km walking catchment	128 (23.1%)	173 (23.1%)
Living within 1km buffer	4 (0.7%)	5 (0.7%)
Living within 1km buffer and currently walking	4 (0.7%)	5 (0.7%)
Living within 1-2km buffer	21 (3.8%)	28 (3.8%)
Living within 1-2km buffer and currently walking	8 (1.4%)	11 (1.4%)
Living within 2-5km buffer	103 (18.7%)	139 (18.7%)
Living within 2-5km buffer and currently walking	5 (0.9%)	7 (0.9%)

Additional potential walkers

Based on the survey respondents, there is some potential for a higher mode share for walking, especially in the 1-2km buffer. But it is considered likely that those who could walk already do so.

	Total respondents	Factored up
Low: If 1% of employees within 5km buffer change to walking	1 (0.2%)	2 (0.2%)
Medium: If 2% of employees within 5km buffer change to walking	3 (0.5%)	3 (0.5%)
High: If 5% of employees within 5km buffer change to walking	6 (1.2%)	9 (1.2%)



Item 5 / Attachment 1.

Analysis of respondent home locations and existing secondary modal use confirms that there may be some potential for encouraging more employees to commute by using e-scooters for whole or 'last-mile trips to the new Council buildings.

Baseline (from travel survey)

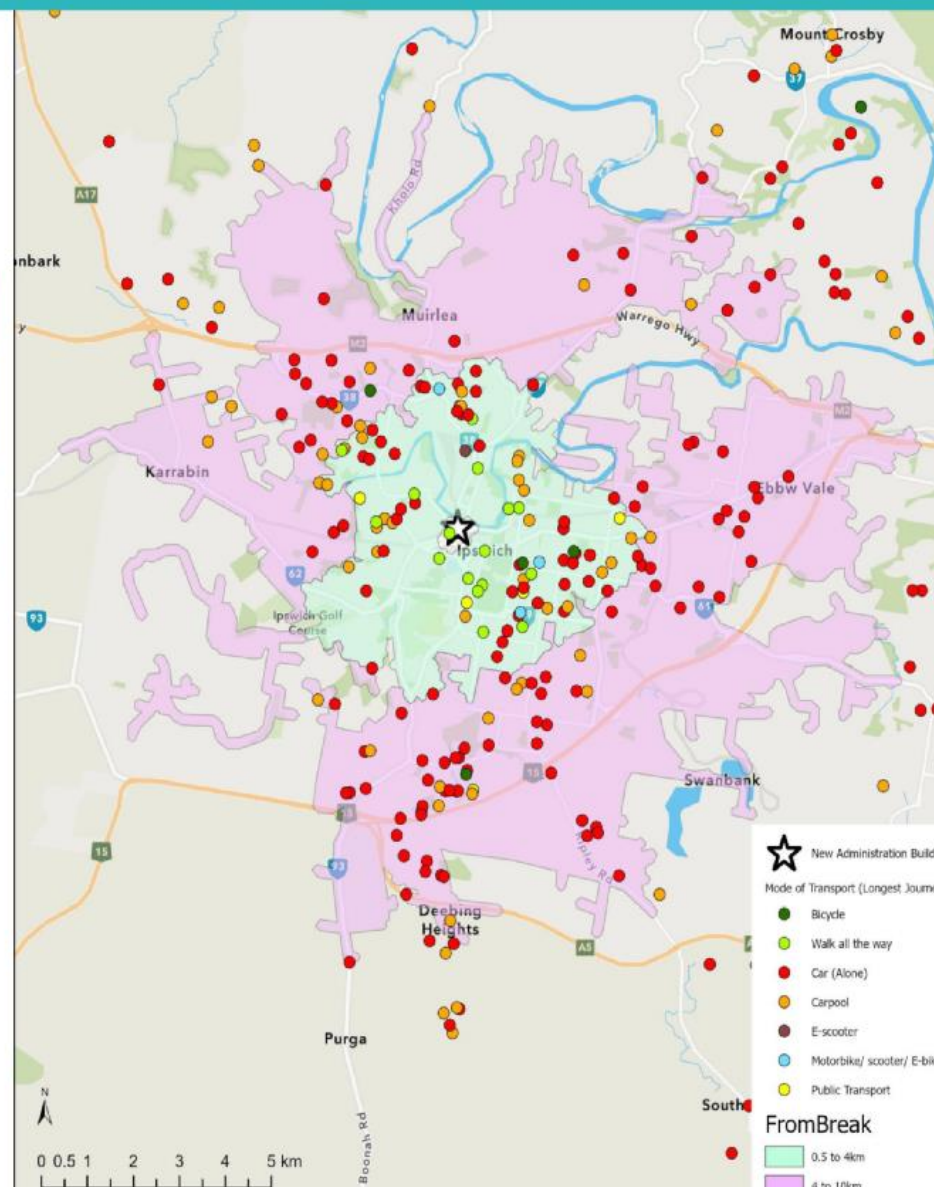
The current mode share by use of e-scooter all the way to work is less than 1% (1 person). This respondent lives within 4km of the new admin building. 4 respondents however travel by private vehicle (as driver or passenger) before completing the journey by e-scooter.

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently travelling by e-scooter all the way	1 (0.2%)	1 (0.2%)
Living within 4km buffer	96 (17.3%)	129 (17.2%)
Living within 4km buffer and currently travelling by e-scooter (full or partial trips)	2 (0.4%)	3 (0.4%)
Living within 4-10km buffer	132 (23.8%)	178 (23.8%)
Living within 4-10km buffer and currently travelling by e-scooter	0 (0%)	0 (0%)
Parking within the 4-10km buffer and travelling by e-scooter	4 (0.7%)	5 (0.7%)

Additional potential e-scooter users

Based on the survey results, there is potential for a higher mode share for e-scooters, though no respondents have indicated an intention to change modes post office relocation. Results also show that there is an existing number of employees (4) that use an e-scooter after parking vehicles within the 0.5-4.0km buffer. This has the potential to be a growth area for e-scooter use for both private and shared-mobility service users.

	Total respondents	Factored up
Low: If 5% of employees within 4km buffer change whole of trip to e-scooters	5 (0.9%)	6 (0.9%)
Medium: If 10% of employees within 4km buffer change whole of trip to e-scooters	10 (1.7%)	13 (1.7%)
High: If 15% of employees within 4km buffer change whole of trip to e-scooters	14 (2.6%)	19 (2.6%)



Item 5 / Attachment 1.

Analysis of respondent home locations suggests there may be challenges with encouraging more people to commute by cycling to the new Council buildings.

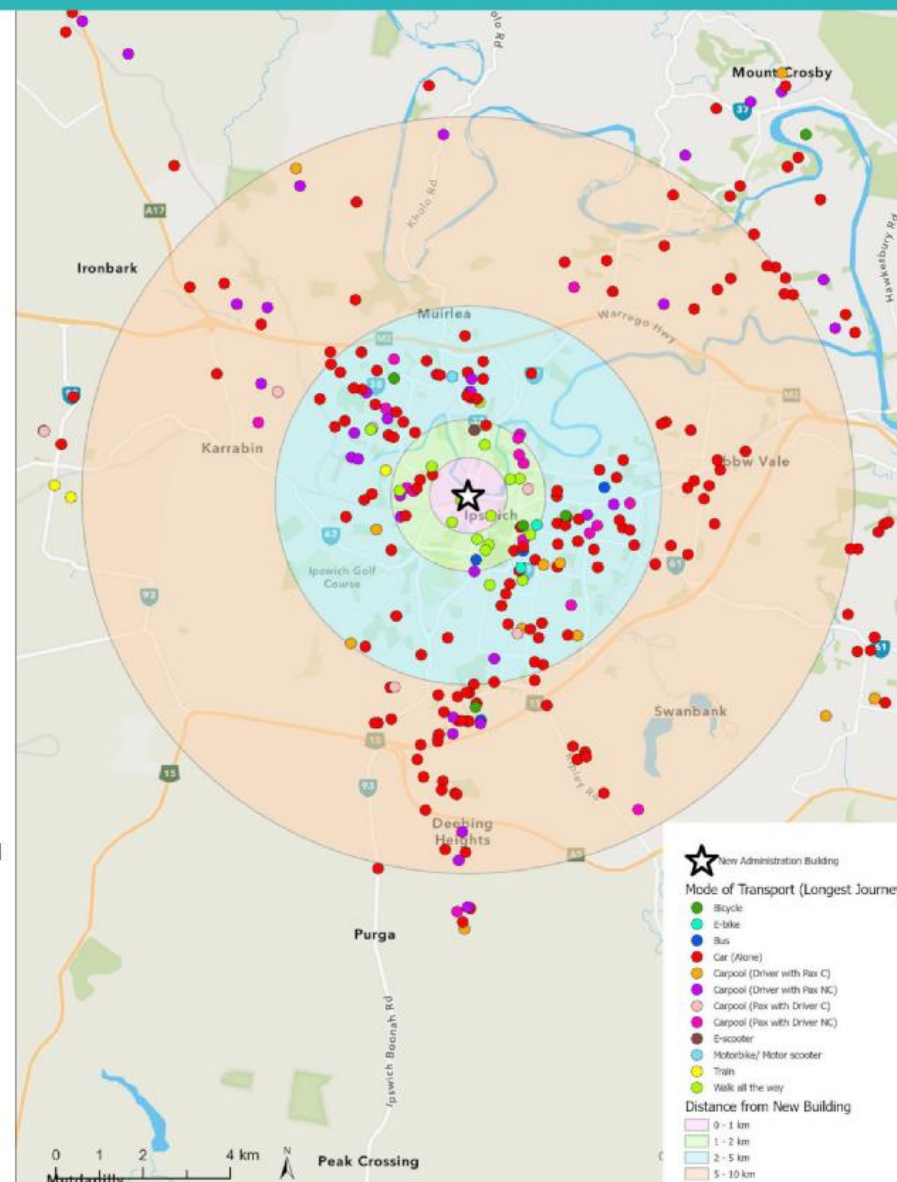
Baseline (from travel survey)

Currently, only seven respondents travel to work by cycling, a mode share of 1.3%. Most live within 2-5km, however three live more than 5km away, suggesting they have a high skill and confidence level.

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently cycling	7 (1.3%)	9 (1.3%)
Living within 5km buffer	146 (26.4)	197 (26.4%)
Living within 1km buffer	4 (0.7%)	5 (0.7%)
Living within 1km buffer and currently cycle	0 (0.0%)	0 (0%)
Living within 1-2km buffer	32 (5.8%)	43 (5.8%)
Living within 1-2km buffer and currently cycle	1 (0.2%)	1 (0.2%)
Living within 2-5km buffer	110 (20.0%)	148 (20.0%)
Living within 2-5km buffer and currently cycle	3 (0.5%)	4 (0.5%)
Living within 5-10km buffer	102 (18.5%)	138 (18.5%)
Living within 5-10km buffer and currently cycle	1 (0.2%)	1 (0.2%)

When asked if they could change mode to cycling, only 11 respondents said they would consider it. This suggests a challenge in encouraging more people to cycle to work and potentially warrants further investigation, including consideration of e-bikes. If 5km is considered a reasonable distance to cycle to work, a top end estimate would only see around 20 additional employees cycling to work.

	Total respondents	Factored up
Low: If 2% of employees within 5km buffer change to cycling	3 (0.5%)	4 (0.5%)
Medium: If 5% of employees within 5km buffer change to cycling	7 (1.3%)	10 (1.3%)
High: If 10% of employees within 5km buffer change to cycling	15 (2.6%)	20 (2.6%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there may be some opportunity for encouraging more people to travel by direct bus route to the Council buildings but this is limited by unfavourable journey times

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for all bus routes are shown below

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Living within 400m of bus route	162 (29.2%)	218 (29.2%)
Are within 400m and catch a bus	3 (0.5%)	4 (0.5%)

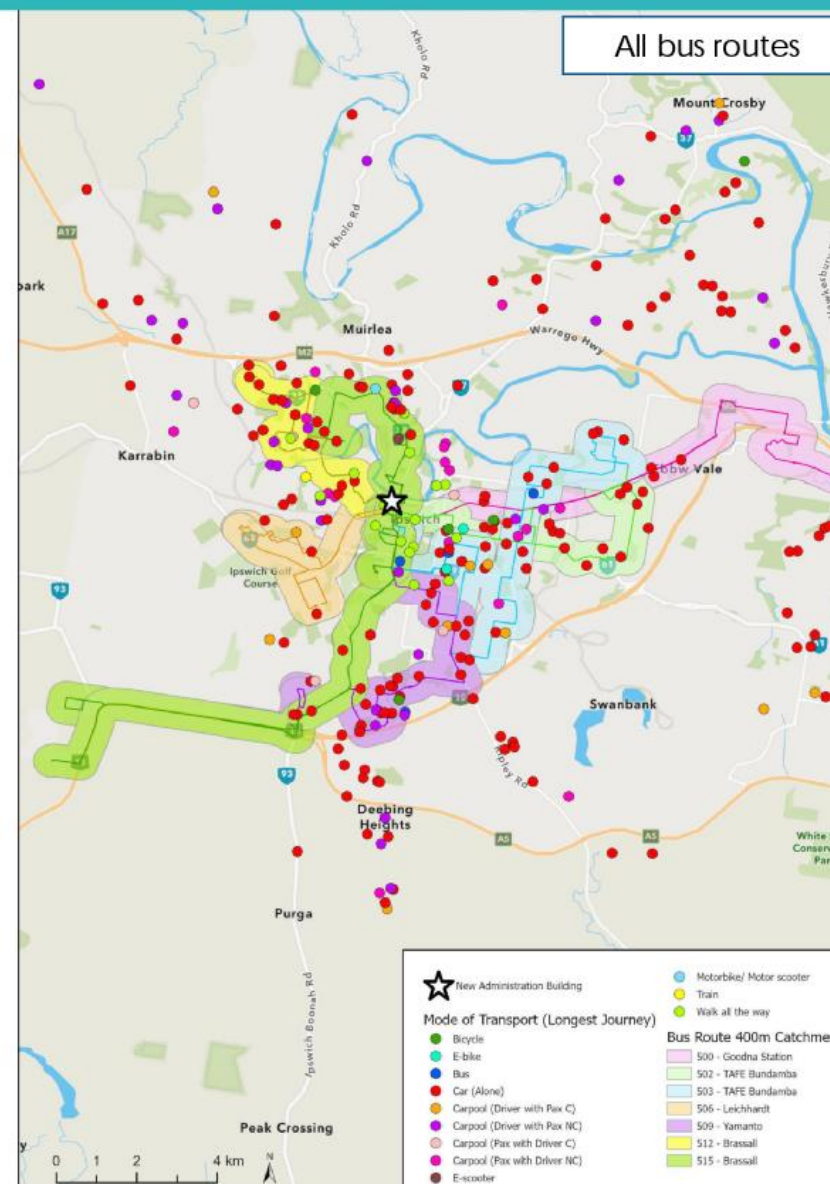
Currently, there are 162 respondents living within 400m catchment areas of all bus routes, and only three of them catch a bus to work.

Potential

162 people (218 factored up) live within 400m of a direct route. If 15% of these people choose to use this service, this would equate to 33 extra people. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council buildings, as only 1% indicated they could change their mode to bus. This potential is supported by analysis of bus frequencies and journey times.

	Total respondents	Factored up
Low: If 5% of employees within 400m buffer change to bus	8 (1.5%)	11 (1.5%)
Medium: If 10% of employees within 400m buffer change to bus	16 (2.9%)	22 (2.9%)
High: If 15% of employees within 400m buffer change to bus	24 (4.4%)	33 (4.4%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there is some potential opportunity for encouraging more people to travel by bus route 515 (a high frequency route) to the new Council buildings.

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for bus route 515 are below

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Living within 400m of bus route 515	33 (5.9%)	44 (5.9%)
Are within 400m and catch a bus	1 (0.2%)	1 (0.2%)

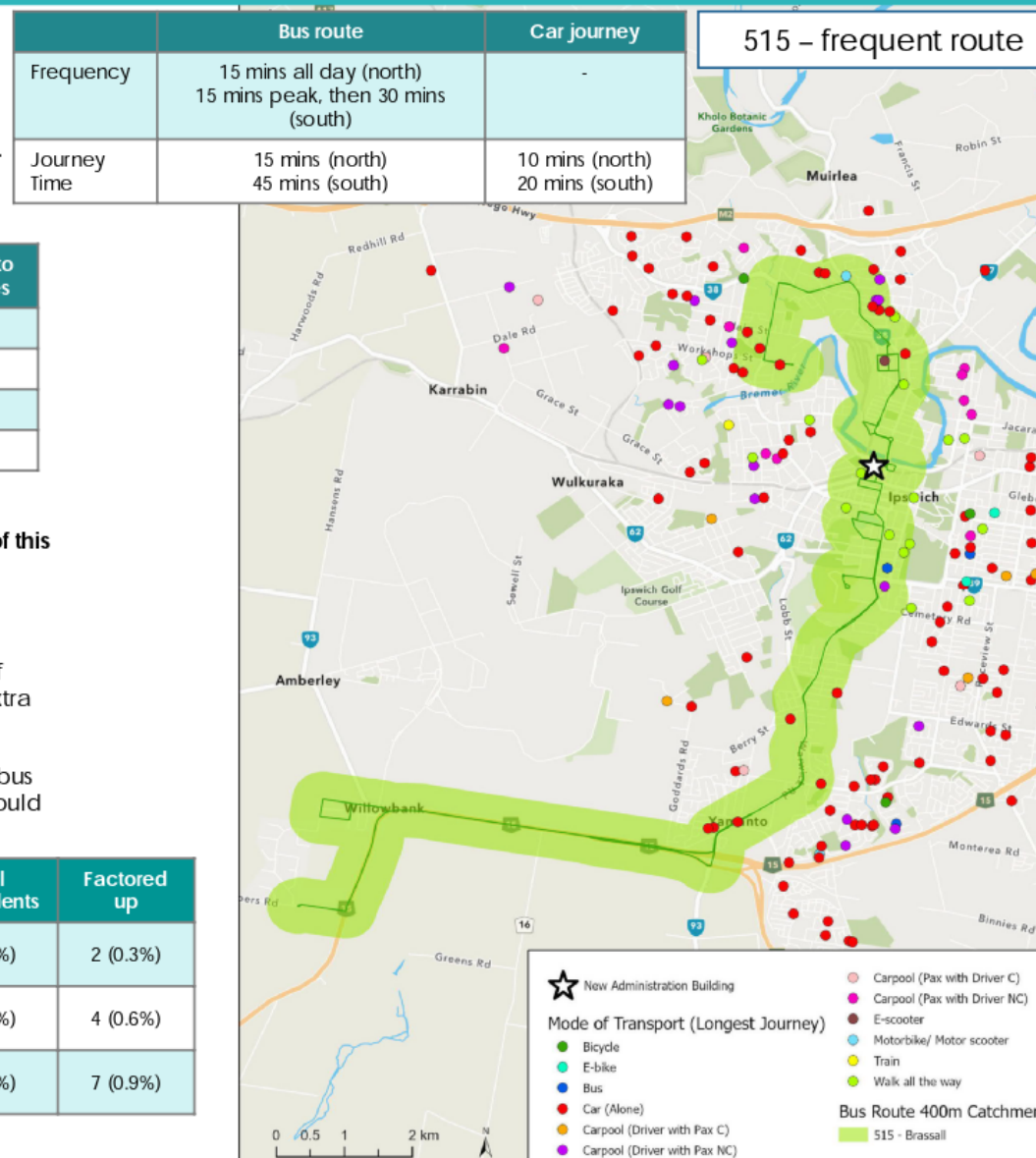
Currently, there are 33 respondents living within the 400m catchment of this service, and only one of them catches the bus.

Potential

33 people (44 factored up) live within 400m of this route. Even if 15% of these people choose to use this service, this would only equate to 5 extra people. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council buildings, as only 1% indicated they could change their mode to bus.

	Total respondents	Factored up
Low: If 5% of employees within route 515 400m buffer change to bus	2 (0.3%)	2 (0.3%)
Medium: If 10% of employees within route 515's 400m buffer change to bus	3 (0.6%)	4 (0.6%)
High: If 15% of employees within route 515's 400m buffer change to bus	5 (0.9%)	7 (0.9%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there is limited opportunity for encouraging more people to travel by bus route 512 (a non-frequent route) to the new Council buildings, primarily due to the journey time of the service.

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for bus route 512 are below:

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Living within 400m of bus route 512	29 (5.2%)	39 (5.2%)
Are within 400m and catch a bus	0 (0.0%)	0 (0.0%)

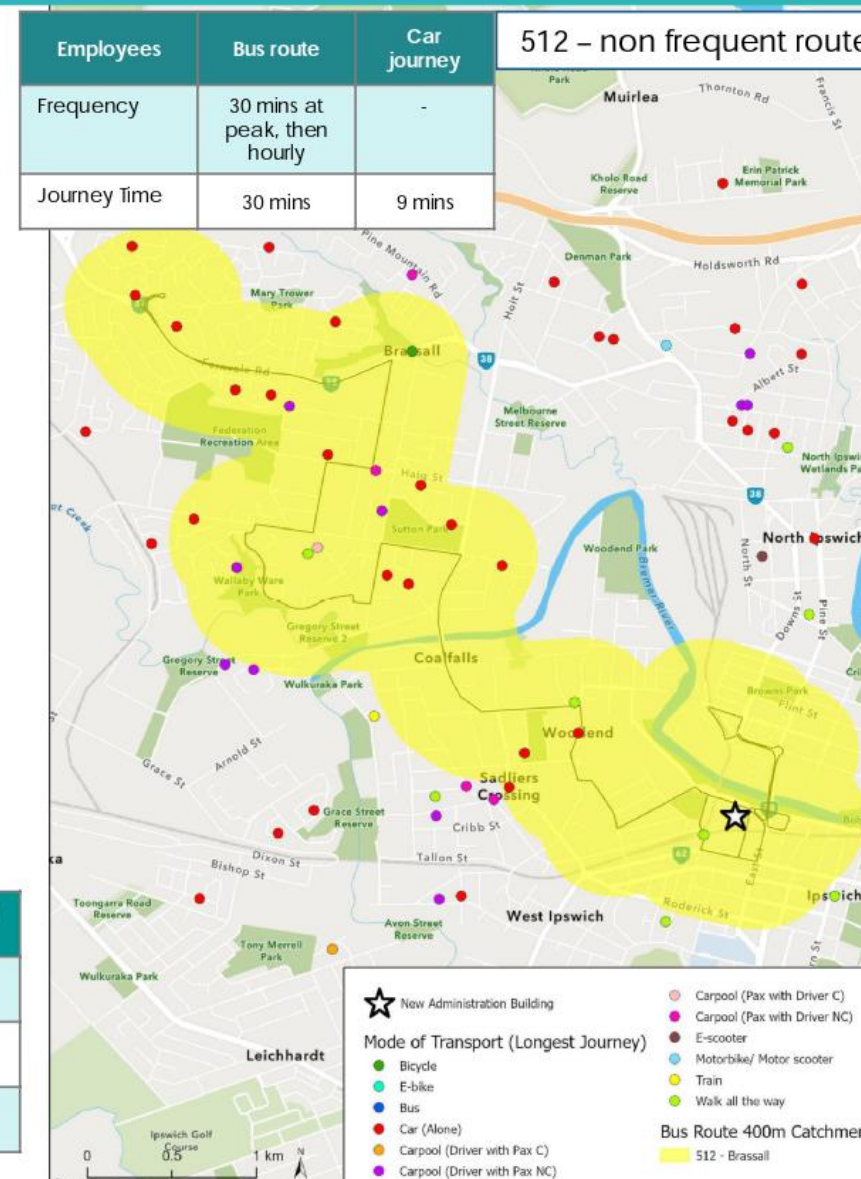
Currently, there are 29 respondents living within the 400m catchment of this service, and none of them catch the bus.

Potential

29 people (39 factored up) live within 400m of this route. Even if 15% of these people choose to use this service, this would only equate to 6 extra people. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council buildings, as only 1% indicated they could change their mode to bus.

	Total respondents	Factored up
Low: If 5% of employees within route 512's 400m buffer change to bus	1 (0.3%)	2 (0.3%)
Medium: If 10% of employees within route 512's 400m buffer change to bus	3 (0.5%)	4 (0.5%)
High: If 15% of employees within route 512's 400m buffer change to bus	4 (0.8%)	6 (0.8%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there is limited opportunity for encouraging more people to travel by bus route 509 (a non-frequent route) to the new Council buildings, again primarily due to the journey time.

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for bus route 509 are below:

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Living within 400m of bus route 509	51 (9.2%)	69 (9.2%)
Are within 400m and catch a bus	1 (0.2%)	1 (0.2%)

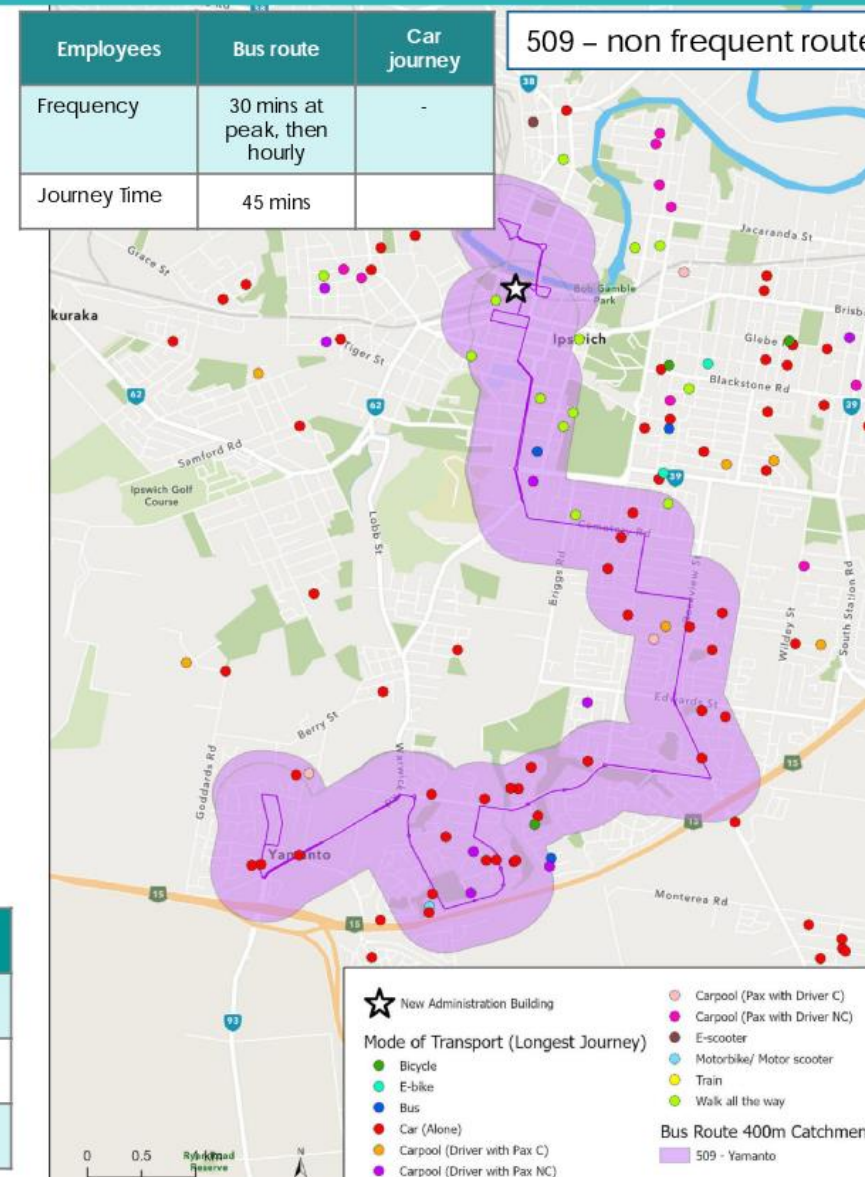
Currently, there are 51 respondents living within the 400m catchment of this service, and only one of them catches a bus.

Potential

51 people (70 factored up) live within 400m of this route. Even if 15% of these people choose to use this service, this would only equate to 10 extra people. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council building, as only 1% indicated they could change their mode to bus.

	Total respondents	Factored up
Low: If 5% of employees within route 509's 400m buffer change to bus	3 (0.5%)	3 (0.5%)
Medium: If 10% of employees within route 509's 400m buffer change to bus	5 (0.9%)	7 (0.9%)
High: If 15% of employees within route 509's 400m buffer change to bus	8 (1.4%)	10 (1.4%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there is limited opportunity for encouraging more people to travel by bus route 506 (a non-frequent route) to the new Council buildings, primarily due to low numbers of people in the catchment.

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for bus route 506 are below:

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Living within 400m of bus route 506	7 (1.3%)	9 (1.3%)
Are within 400m and catch a bus	0 (0.0%)	0 (0.0%)

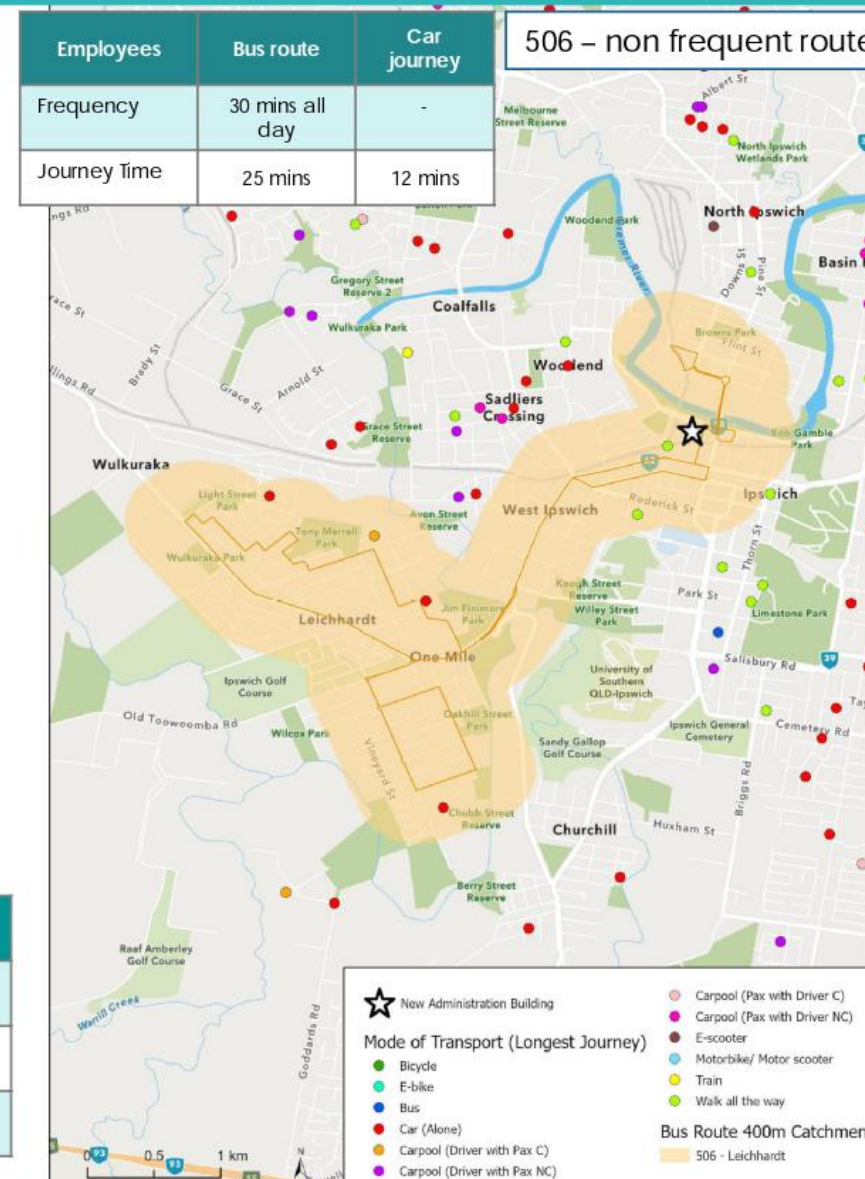
Currently, there are only 7 respondents living within the 400m catchment of this service, and none of them catch a bus.

Potential

7 people (9 factored up) live within 400m of this route. Even if 15% of these people choose to use this service, this would only equate to 1 extra person. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council buildings, as only 1% indicated they could change their mode to bus.

	Total respondents	Factored up
Low: If 5% of employees within route 506's 400m buffer change to bus	0 (0.0%)	0 (0.0%)
Medium: If 10% of employees within route 506's 400m buffer change to bus	1 (0.1%)	1 (0.1%)
High: If 15% of employees within route 506's 400m buffer change to bus	1 (0.2%)	1 (0.2%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there is limited opportunity for encouraging more people to travel by bus route 503 (a non-frequent route) to the new Council buildings even despite the high number of people in the catchment, due to the journey time disadvantage.

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for bus route 503 are below.

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Living within 400m of bus route 503	55 (9.9%)	74 (9.9%)
Are within 400m and catch a bus	3 (0.5%)	4 (0.5%)

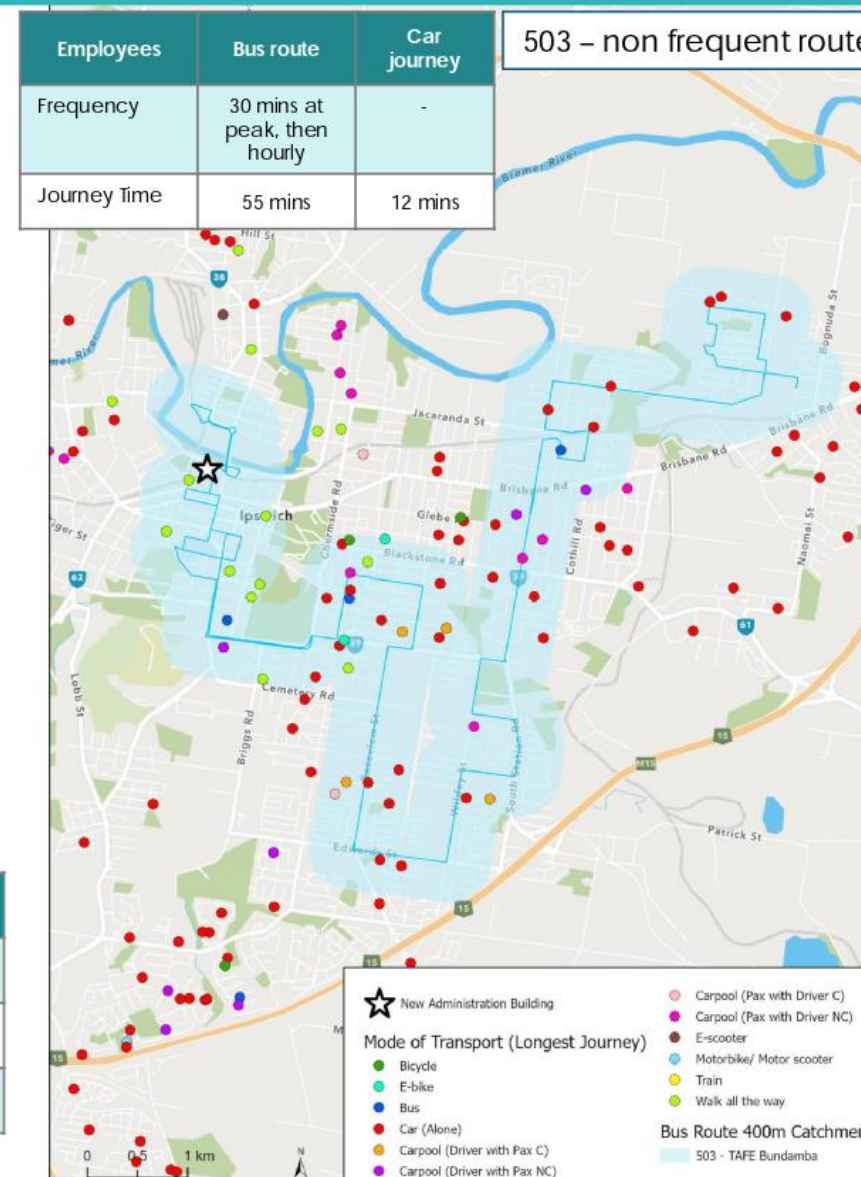
Currently, there are 55 respondents living within the 400m catchment of this service, and yet only 3 of them catch a bus.

Potential

55 people (74 factored up) live within 400m of this route. Even if 15% of these people choose to use this service, this would only equate to 11 extra people. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council buildings, as only 1% indicated they could change their mode to bus.

	Total respondents	Factored up
Low: If 5% of employees within route 503's 400m buffer change to bus	3 (0.5%)	4 (0.5%)
Medium: If 10% of employees within route 503's 400m buffer change to bus	6 (1.0%)	7 (1.0%)
High: If 15% of employees within route 503's 400m buffer change to bus	8 (1.5%)	11 (1.5%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there is limited opportunity for encouraging more people to travel by bus route 502 (a non-frequent route) to the new Council buildings; the journey time is likely to be a key factor.

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for bus route 502 are below.

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Living within 400m of bus route 502	32 (5.8%)	43 (5.8%)
Are within 400m and catch a bus	1 (0.2%)	1 (0.2%)

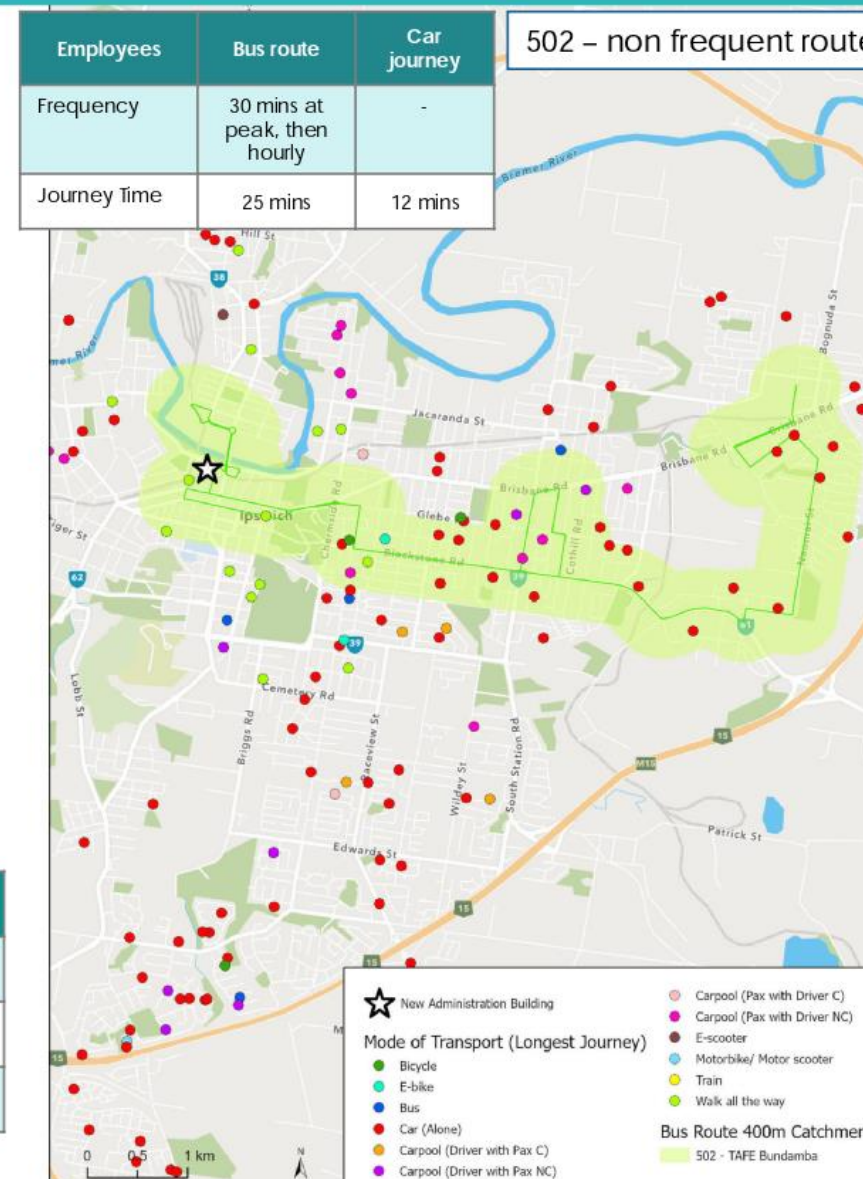
Currently, there are 32 respondents living within the 400m catchment of this service, and yet only 1 of them catches a bus.

Potential

33 people (44 factored up) live within 400m of this route. Even if 15% of these people choose to use this service, this would only equate to 7 extra people. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council buildings, as only 1% indicated they could change their mode to bus.

	Total respondents	Factored up
Low: If 5% of employees within route 502's 400m buffer change to bus	2 (0.3%)	2 (0.3%)
Medium: If 10% of employees within route 502's 400m buffer change to bus	3 (0.6%)	4 (0.6%)
High: If 15% of employees within route 502's 400m buffer change to bus	5 (0.9%)	6 (0.9%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there is limited opportunity for encouraging more people to travel by bus route 500 (a non-frequent route) to the new Council buildings

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for bus route 500 are below:

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Living within 400m of bus route 500	27 (4.9%)	36 (4.9%)
Are within 400m and catch a bus	1 (0.2%)	1 (0.2%)

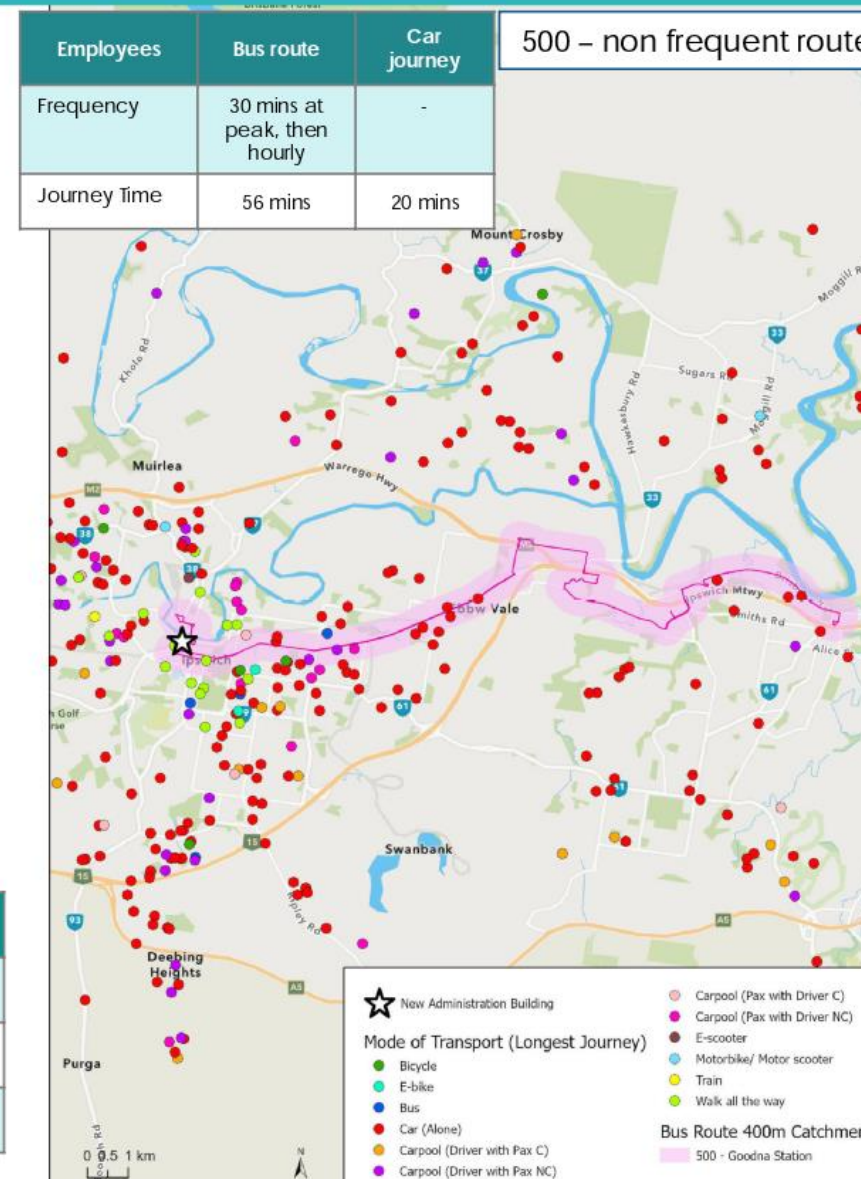
Currently, there are 27 respondents living within the 400m catchment of this service, and yet only 1 of them catches a bus.

Potential

27 people (36 factored up) live within 400m of this route. Even if 15% of these people choose to use this service, this would only equate to 5 extra people. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council buildings, as only 1% indicated they could change their mode to bus.

	Total respondents	Factored up
Low: If 5% of employees within route 500's 400m buffer change to bus	1 (0.2%)	2 (0.2%)
Medium: If 10% of employees within route 500's 400m buffer change to bus	3 (0.5%)	4 (0.5%)
High: If 15% of employees within route 500's 400m buffer change to bus	4 (0.7%)	5 (0.7%)



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there could be some opportunity for encouraging more people to travel by heavy rail to the new admin site. As indicated by survey responses, consideration of flexible working will be key to this.

Baseline (from travel survey)

Currently only 12 respondents use the heavy rail to get to the council offices.

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently using train	12 (2.2%)	16 (2.2%)
Living within 3km of a train station	300 (54.1%)	405 (54.1%)
Are within 3km and use the train	11 (2.0%)	15 (2.0%)

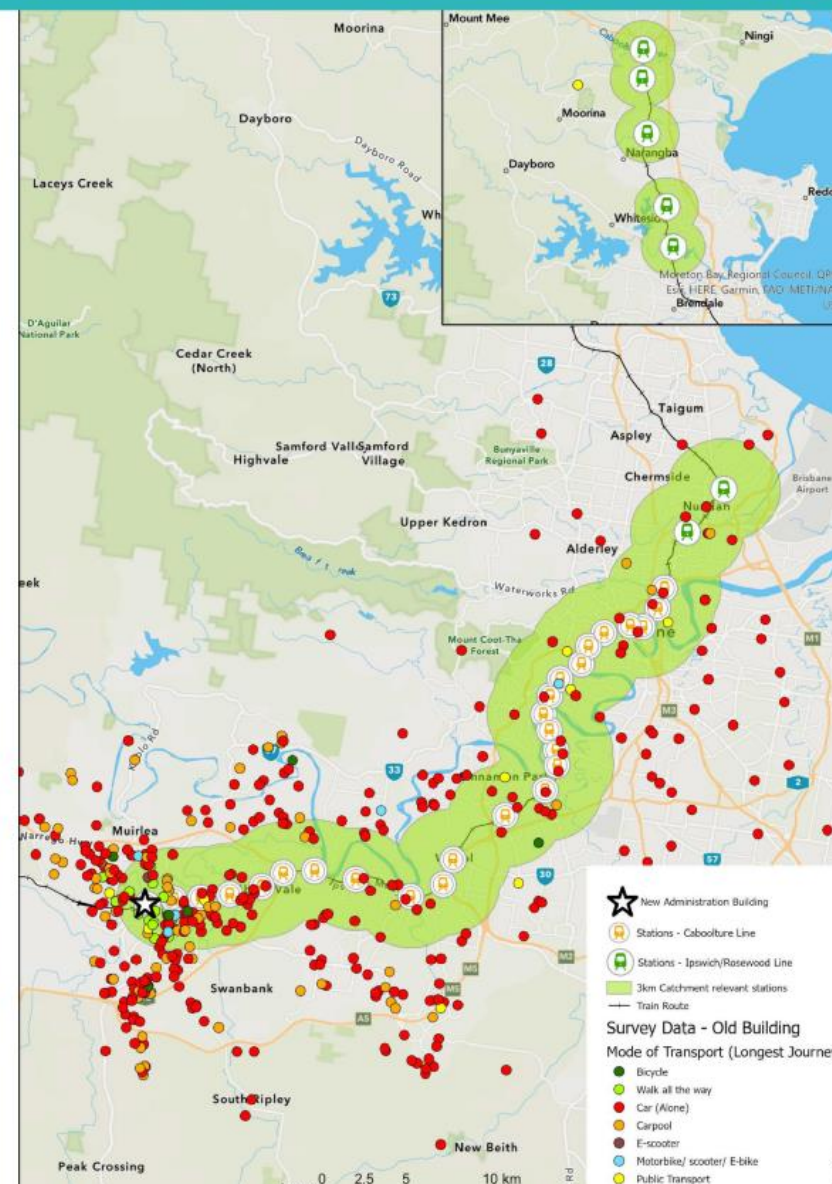
Potential

It may be possible to increase the heavy rail mode share to around 5% of employees as a mid-range estimate.

When asked on the travel survey, only an additional 2 people said they would consider catching the train to the new Council buildings.

Stations between Ipswich and Rosewood were not considered in the spatial analysis due to the infrequency of the service at peak times (once per hour).

	Total respondents	Factored up
Low: If 5% of employees within 3km change to train	15 (2.7%)	20 (2.7%)
Medium: If 10% of employees within 3km change to train	30 (5.4%)	40 (5.4%)
High: If 20% of employees within 3km change to bus	60 (10.8%)	81 (10.8%)



92 **the Ipswich/Rosewood and Caboolture lines do not service stations between Northgate and Petrie Station. For this reason, these stations have not been included in the catchment areas.

Item 5 / Attachment 1.

Analysis of home locations confirms that there is some opportunity for encouraging more people to commute by car pooling to the new administration building. However, this is COVID dependent.

Baseline (from travel survey)

The current mode share by carpooling is 18% (100 / 135 factored up). However, 70% of these respondents are carpooling with somebody who is not another Council employee.

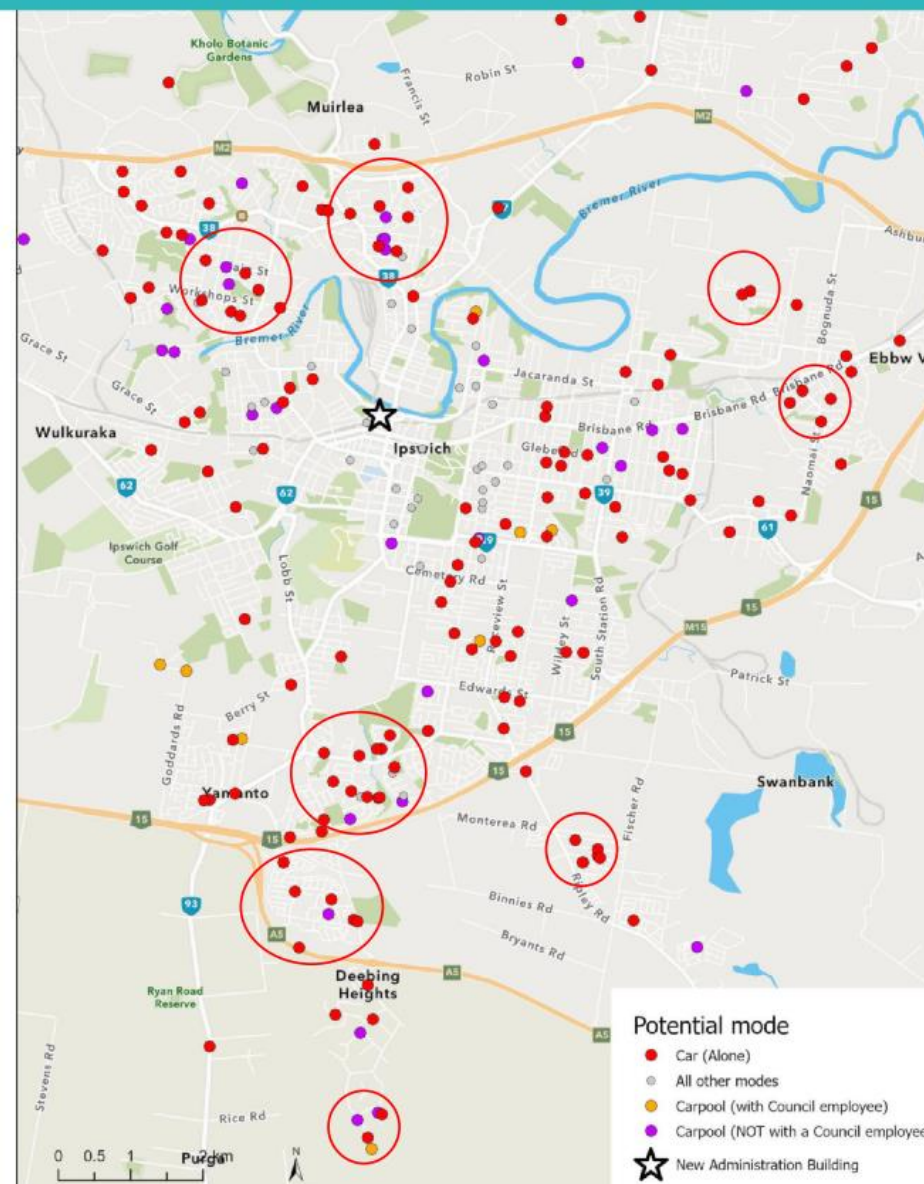
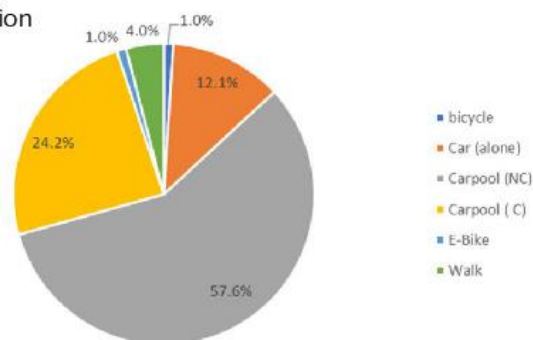
Employees	Total Respondents	Factored up to all employees
Respondents	554	747
Respondents currently carpooling	100 (18%)	135 (18%)
Currently carpooling with another Council employee	30 (5.4%)	40 (5.4%)
Currently carpooling but NOT with another Council employee	70 (12.6%)	94 (12.6%)

Potential

There is potential to increase the amount of employees carpooling to the new location based on the few highlighted clusters on the map.

However, less respondents said they would consider carpooling than already do so, and again the majority would be carpooling with somebody other than another council employee. The graph below illustrates this.

Further investigation is included in Appendix K

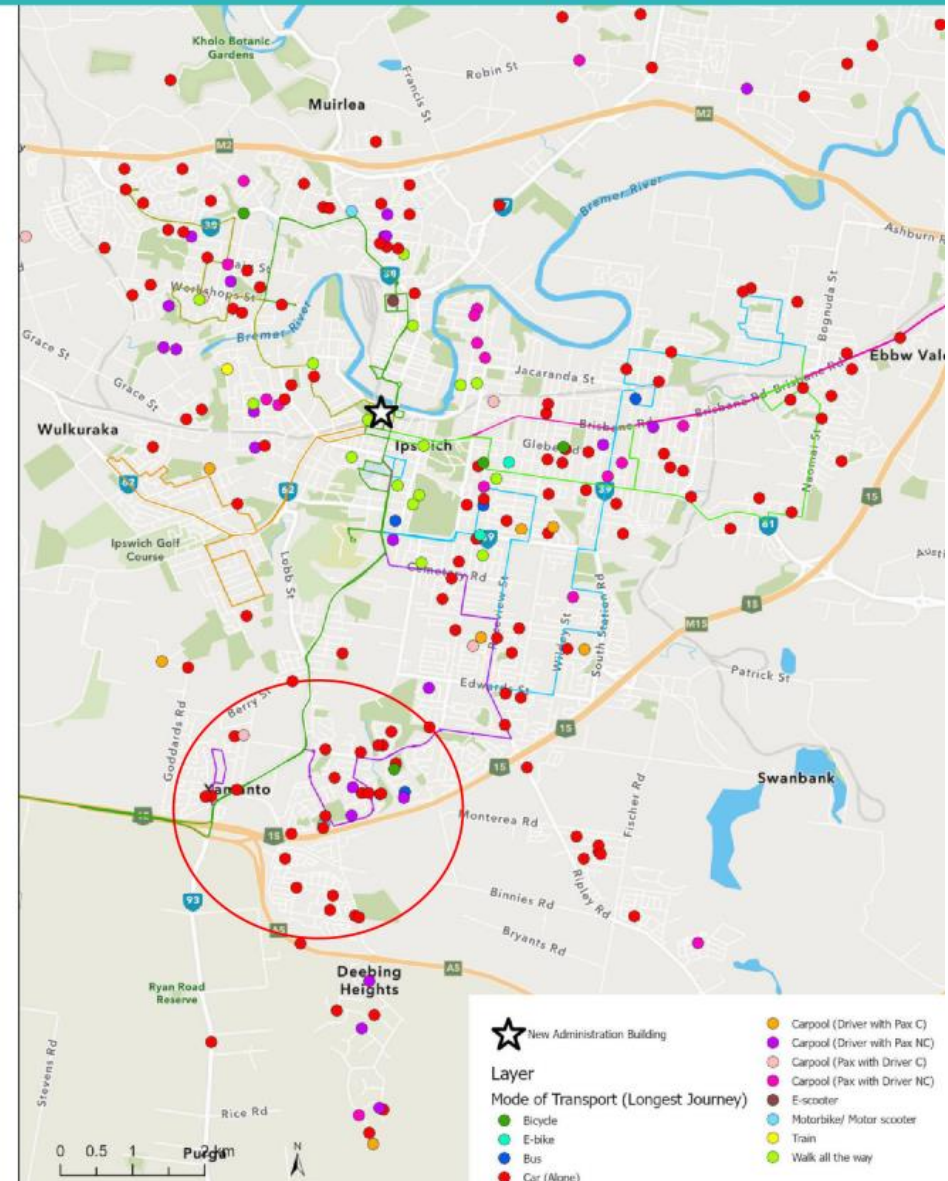


Item 5 / Attachment 1.

There is a potential for a shuttle bus to pick up employees that live close together but not near a frequent bus route.

Potential

There is potential to run a shuttle bus from Southern Ipswich to bring employees to the new campus. Looking at the highlighted area (red), there are over 25 respondents living within close proximity of each other that currently drive alone. Factoring this in, there is a potential of around 35 employees (5%) that could utilise this shuttle.

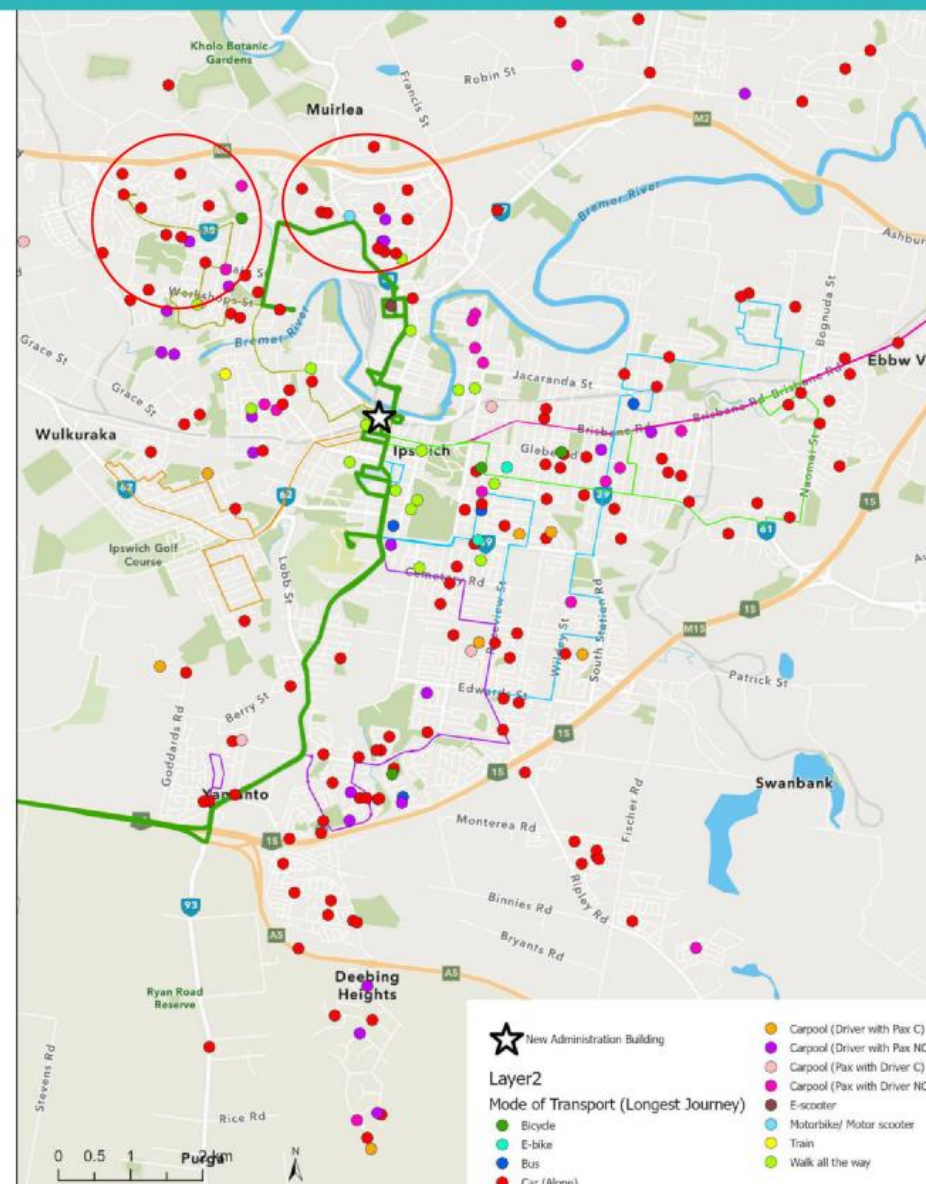


There is a potential for a Park N Ride scheme to connect employees to the frequent 515 bus.

Potential

There is potential to organise two Park n Ride sites that would connect employees to the regular 515 bus service, by allowing them to park and walk to the closest bus stop. The route runs every 15 minutes around the North of Ipswich and drops passengers off outside, so is a good travel option to the new building.

Within the two targeted areas (red), there is around 30 respondents (40 factored up) that could potentially benefit from this system being implemented.



Item 5 / Attachment 1.

Analysis of respondent home locations confirms that there is limited opportunity for encouraging more people to travel by bus by implementing a service route between Springfield and Ipswich to the new Council buildings

Baseline (from travel survey)

The current mode share by any bus is 0.9% (5 people / 7 factored up).

Results for the potential bus route between Springfield and Ipswich is as below:

Employees	Total Respondents	Factored up to all employees
All employees	554	747
Currently catch a bus	5 (0.9%)	7 (0.9%)
Currently catch a bus (0-1,200m catchment)	2 (0.4%)	2 (0.4%)
Living within 400m of bus route	34 (6.1%)	46 (6.1%)
Living within 401-800m of bus route	32 (5.8%)	43 (5.8%)
Living within 801-1,000m of bus route	9 (1.6%)	12 (1.6%)
Living within 1,001-1,200m of bus route	12 (2.2%)	16 (2.2%)

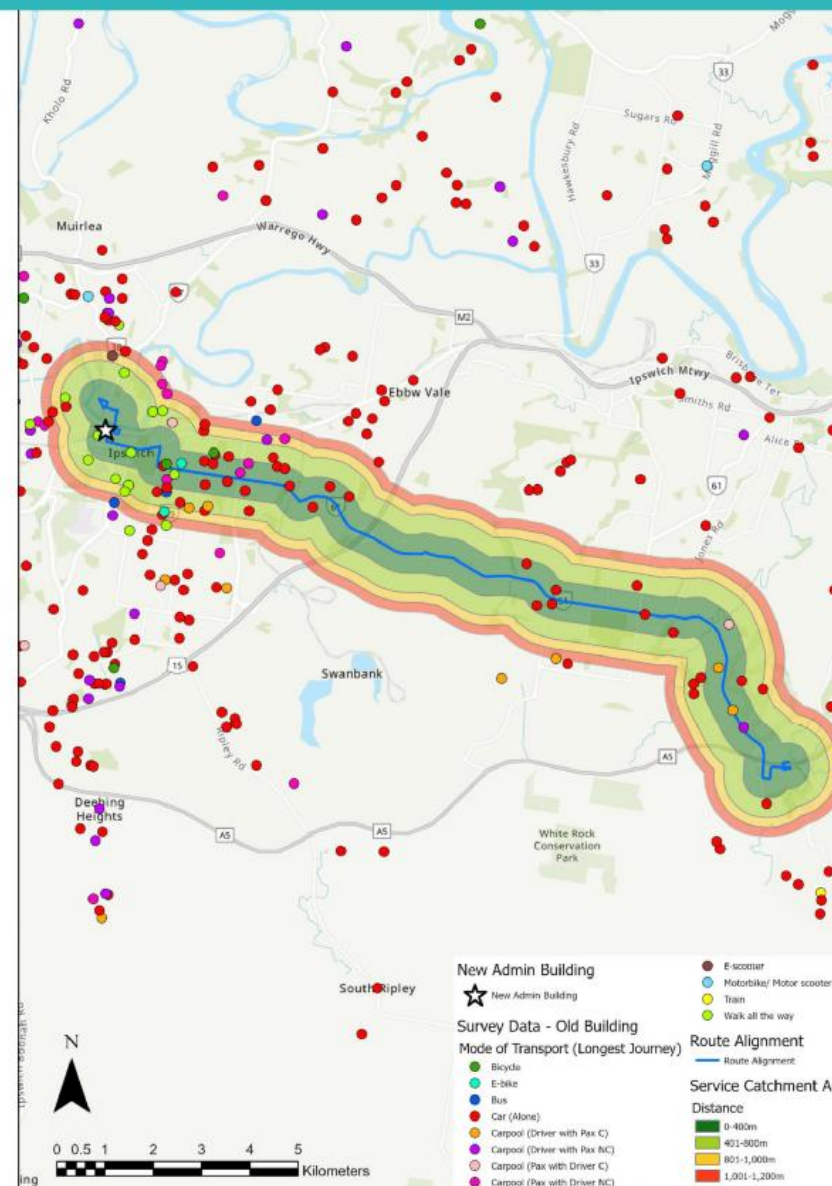
Currently, there are 87 respondents living within the 1200m catchment of this service, with 2 catching another service to get to work.

Potential

Even if 15% of these people choose to use this service, this would only equate to 13 people. This is considered a top end estimate.

It appears that there is very limited potential to encourage additional bus trips to work at the new Council buildings, as only 1% indicated they could change their mode to bus.

	Total respondents	Factored up
Low: If 5% of employees within 400m buffer change to bus	4 (0.8%)	6 (0.8%)
Medium: If 10% of employees within 400m buffer change to bus	9 (1.6%)	12 (1.6%)
High: If 15% of employees within 400m buffer change to bus	13 (2.4%)	18 (2.4%)



E. Behavioural workshop report

Ipswich Green Workplace Travel Plan



Summary of Behavioural Workshops

February 2021

Liz Ampt, Concepts of Change

Behavioural Workshops



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Liz Ampt, Concepts of Change

Behavioural Workshops



1. Background – Purpose and Composition

1.1 Purpose

The **purpose** of the workshops was to have a group of **people who are moving**, representing different sections of Council, who:

- understand how the move offers opportunity for thinking about change
- understand the principles of behaviour change
 - understand different ways people can change
- experience making a change
- think about and comment on
 - ‘tools of change’ or initiatives that they and others might need as part of implementing the Green Workplace Travel Plan

This meant that:

- it was possible to use the outcomes to prioritise initiatives and tools of change and
- there will be people who can spread the word about the Plan and take specific roles

The Council intended that this group of people would become conduits for leading change and getting innovative ideas over time. They could also be sounding boards as needed during the roll-out of the plan, and act as ‘devil’s advocates’ when necessary.

1.2 Composition

Some participants were chosen based on a ‘Tipping Point’ question in the travel survey (Section 1.2.1), while others volunteered while completing that survey.

1.2.1 Tipping point questions

Based on Malcolm Gladwell’s¹ theory of choosing people who stimulate change, that there are 3 types of people who are ideal for ‘spreading the word’ about a program (2-3% of the population, he argues), respondents completing the pilot survey were also asked to name 1 or 2 people who:

- Know a lot of people in the organisation (connectors)
- Are technical or information specialists (mavens)
- Are well respected in the organisation (salespeople)

¹Gladwell, M. (2002) *Gladwell, Malcolm (2002). The tipping point: how little things can make a big difference. Boston: Back Bay Books.*

Behavioural Workshops



We asked questions to ascertain who respondents to the survey thought fitted into these categories. Nineteen (19) people were selected whose names appeared twice or more. Fifteen (15) of the nineteen attended the workshops and most were active in both workshops.

1.2.2 Volunteers from Survey

One hundred (100) people volunteered to take part in further workshops relating to the Green Workplace Travel Plan. Since the workshops were only planned for about 40-50 people to attend each of 2 workshops, people other than the above 19 were randomly selected and invited to make up this number. In cases where they could not attend, they were invited to an additional workshop (Section 1.2.3) and people from the remaining volunteers were randomly offered a place.

1.2.3 Additional workshop

The remaining people (and those who were invited to the workshops but could not attend on the selected days) were invited to a special workshop on Monday February 15.

1.3 Workshop Sessions

Four workshop sessions were held twice over two days each as below.

<i>Workshop 1</i>	<i>Tuesday 2nd and Wednesday 3rd February</i> <i>2 sessions of 3.5 hours each day</i>
<i>Workshop 2</i>	<i>Tuesday 16th and Wednesday 17th February</i> <i>2 sessions of 3 hours each day</i>
<i>Additional workshop</i>	<i>Monday 15th February</i> <i>1 x 1.5-hour session</i>

Each workshop was run by travel behaviour change specialist Liz Ampt.

2. Workshop 1 format

The topics covered in this workshop were:

1. What is Council's Green Transport Travel Plan?
 - a. How is it related to the move?
2. How can each of us think about change?
 - a. a 'voluntary behaviour change' approach
 - b. different ways people can change
3. What opportunities might there be for you to change – based on your travel day?
 - a. experience making a change
4. What changes would help people get work done more easily?

Slides are shown in Appendix A.

2.1 Explanation of the Green Workplace Travel Plan

Section 1 of the workshop presented details of the Travel Plan including its strategy, goals and benefits.

Behavioural Workshops



2.2 Understanding change

Section 2 (understanding change) was a short session explaining the types of change that are possible in cases where there is a goal to reduce the impact of the car – as in the Green Workplace Travel Plan. It noted that there are 3 overarching ways of bringing about change:

- infrastructure changes (supply measures) that encourage change (e.g. bike paths, more buses),
- demand measures (e.g. regulation, pricing and information), and
- voluntary behaviour change measures (where people are encouraged to work out their own ideas for change adapted to their own lifestyles and existing problems).

2.3 Opportunities for realistic change

Section 3 (opportunities for realistic change) was based around a Memory Jogger which each participant had been sent prior to the workshop. It had required them to jot down all their own travel for one day. This meant that it was possible for:

- People to understand the diversity of people's travel – their barriers and motivations (i.e. not everyone behaves like I do), and
- People to spend a short time considering 1) was there a trip by car that they wished they could have avoided, and 2) could they think of a way to avoid that trip or the attribute of that trip which they did not like.

This led to an active discussion by individuals in all four groups on realistic options for each person. As part of this section, people were asked to spend time in the next 2 weeks considering if there was something in their lives (preferably a car trip) that they could avoid – either in the short or long term.

2.4 Changes to assist working more easily and reducing traffic in the CBD

Section 4 (changes to assist working more easily) allowed people in each group to come up with ideas for measures or initiatives that would help achieve the goals of the Green Workplace Travel Plan. While all ideas were noted, people were encouraged to think of non-infrastructure measures.

The Figures (1-6) below summarise the topics and issues people contributed. (Details of notes taken are shown in Appendix B – Workshop 2 slides). The key topics were:

- Many participants felt that it would be important to have a **Travel Plan Coordinator or Facilitator** so that it was easier to start and continue initiatives recommended in the Plan
- Most people felt that **working from home** occasionally or on a regular basis was an important way to reduce car use in the CBD. Many ideas were raised to make this practice easier.
- **Flexible working** was also considered important for various reasons, including to alleviate traffic in the CBD in the peak hours. Again, ideas were raised to make this practice easier.

Behavioural Workshops



- Many people felt that working from home and flexible working was hindered **by KPIs that focused primarily on hours worked** rather than whether Council's business was being accomplished and whether outputs were achieved. Hence some felt that a review of KPIs would make possible more actions that aimed to reduce car use in the CBD and make work life better for employees.
- Participants also spent time thinking of a variety of ways and tools that would **make it easier to use cars less**.
- **Parking** was also a theme that concerned participants.

A Green –Workplace Travel Plan Coordinator

- To lead change and a point of reference
- A coordination role (e.g. sharing Council vehicles and other initiatives)
- An information role, (very diverse, e.g.)
 - o Who to share rides with (permanent and 1-off)?
 - o List of activities nearby
 - o Parking availability at origin train stations
- Likely to have an important role at induction
- Could be responsible for areas other than travel – or to assist other Councils

■ Figure 1 Suggestions for Initiatives in the Travel Plan – A Coordinator/Facilitator Role

Making working from home part of what we do

- An initiative to continue team bonding, collaboration and work efficiency
- Tips on how to work from home – training?
- Important for ICC to keep up with technology so that it is easy (e.g. cameras?)
- Assistance with technology purchase (e.g. salary sacrifice, Council prices for individuals)
- A program of management training for the new kinds of management needed

■ Figure 2 Suggested actions: making working from home part of what we do

Behavioural Workshops



Flexible working arrangements – coordination needed

- All agreed needs to be led by Council needs
- Nearly all council teams have flexible working
 - o Developed team by team at the moment
 - o Needs coordination across the organisation
- Core hours are needed, but
 - o What are they (8-4.30?)
 - o Can they be more flexible?

■ **Figure 3 Suggested actions: revisit flexible working arrangements**

KPIs

- All agreed needs to be led by Council needs
- They need to non-time based KPIs
- Requires conversations within teams

■ **Figure 4 Suggested actions: review KPIs**

Actions to encourage less use of car

- E-scooters to trial (short trips or to/from car parks)
- Provision of, or knowledge of, services at or near office (e.g. commercial gym, childcare centre, dry cleaning drop-off/pick-up service onsite)
- A Council car booking system to encourage sharing
- Taxi vouchers in emergencies for non-car travellers
- Incentives for non-car drivers eg parking for rideshare, leave 10 minutes early
- Continue advocacy with Translink for fares
- PT buddies for first time use

■ **Figure 5 Suggested actions to reduce car use to and in the CBD**

Ideas for Parking

- Needs clear communication on what is/is not available– no vagueness
- Suggestion to leave nearby parking for ‘needy’ e.g. those who could not work at ICC if do not come late
- Make access to car parks easier – e.g. e-bikes, bicycles, shuttles

■ **Figure 6 Suggested actions to encourage adherence to ICC Parking goals**

Item 5 / Attachment 1.

Behavioural Workshops



2.5 Personal Change and trying out a conversation

All participants were challenged to do two small exercises before the second workshop:

- Think about a change (to reduce car kms) that would make your life easier – a trip you don't like making
- Have a 'conversation' with someone in your life using the approach we discussed
 - o When was the last time you were in a car and wished that you weren't?
 - o Have you thought of a way to change that?
 - o Listen – ask another question
 - o 'Some people have found'
- Let us know what happens in 2 weeks' time.

Behavioural Workshops



3. Between workshops

Between workshops every participant received an email from Liz Ampt of the Mott MacDonald team which thanked them for their contribution (where possible, personalised), explained the next workshop, and offered that they could contact us in the meantime. The email contents were:

Thanks for your contribution to the Green Workplace Travel Plan

Thanks so much for your participation in the workshop last week – and particularly for your ideas on initiatives that could be included. My team and the ICC team that commissioned the Plan were particularly delighted that you were able to come up with so many ideas in such a short time. I've attached your group's ideas – and in case you've thought of more ideas since, just email them to Maria Pawluczyk (maria.pawluczyk@ipswich.qld.gov.au).

What will happen in the sessions next week?

Building on what we did last week:

1. We'll show you the **summary of all the ideas** the 4 workshops had
1. Together, we'll make a **start on making these happen** by getting your leads on what has to happen next to make them work
2. Last week **you gained the skills of helping people overcoming barriers** to change – by having a simple conversation!
3. Next week we will give you practical examples of **how you can use these skills** to make the move as smooth as possible
 - a. This will include discussing specific 'tools' for different situations (e.g. how to best word messages; when do incentives work? When not?; when is it best to change the rules?; how do you encourage change in people who you are your senior or have different views?)
4. What will you be able to do **after the session**?
 - a. Armed with your skill of helping people overcome barriers, we will work out with you ways you could be a 'change agent' for future changes in ICC
 - b. If you're keen – we will spend time working out with you specific roles (small or large) that could help with making a smooth move. If not – that's fine.
 - c. We're planning to have occasional short sessions to let you (as change leaders) know what is happening with the move. Maria will let you know when these are happening.

4. Workshop 2

After the first workshop there was feedback from participants which suggested that, while they now understood the Green Workplace Travel Plan in some detail, and while they understood the different ways of bringing about change – with specific focus on the voluntary behaviour change approach, they were unsure of the exact purpose of the workshops. The above email, and the design of the second workshops was intended to make the purpose clear from the outset.

Behavioural Workshops



There were five main components of the second workshops:

1. Green Workplace Travel Plan – quick review
 - a. How is it related to the move?
2. A role for you? – clarity on what that could include
3. Your skills at overcoming barriers – review of your change and conversation
 - a. Behaviour change Tool-kit - How can you use these skills – by yourself or together
4. Summary of ideas from last sessions
 - a. Leads on how these could happen
5. What will happen after this session?

4.1 Review of the Green Workplace Travel Plan

The workshop began with a very quick review of what the Plan is trying to achieve, mainly repeating sections from Workshop 1, but adding a short discussion on the way Ipswich is a leader in many respects with the Plan.

4.2 Potential roles for participants

A key role for participants would be as an ongoing 'change agent'. A change agent was described as

- someone who keeps in touch with what is happening with the Green Workplace Travel Plan
- someone who knows some of the principles of changing behaviour
- someone who has experienced trying to make a change, and
- someone who can empower people to think through how to change in future

Many people in the sessions were keen to continue with this role and expressed interest in being updated or invited to further sessions run from within Council. Although there is not a lot of detail about the role of Coordinator/Facilitator at this stage, two people expressed interest. One of these people was also suggested for this role (without prompting) in 1 workshop.

4.3 Behaviour change toolkit

The next part of the workshop described and got feedback on a range of 'tools' that can be used when bringing about change in an organisation or community. They included:

- Setting goals
- Ways to communicate
- Use of social diffusion
- Use of rewards – strengths and weaknesses
- Use of commitments and prompts, and
- Tips on what does not work.

These are shown in more detail in the accompanying slides (Appendix B).

Behavioural Workshops



4.4 Facilitating initiatives in the Green Workplace Travel Plan

In the next section of the workshop the summary of ideas for initiatives from Workshop 1 were shown to the participants (Figure 1-6).

They were asked to 'provide leads on how to make these initiatives work'. These are summarised in the tables on the following pages.

The suggestions of the people attending the workshop can be summarised as follows:

Need to have a Green Workplace Travel Plan Facilitator

- Very important to get initiatives started, and then to *facilitate* their continuation
- Ideally this person is someone who knows the organisation and people
- They need to be an enabler (and doer), but enabler first
- **Opportunities**
 - o they can facilitate change by using the willingness and enthusiasm of people from these workshops
 - o they could enable change in travel as well as other behaviours within Council
 - o they could lead the Council's objective of bringing travel behaviour change to other organisations in Ipswich
- **Challenges**
 - o Need to avoid them being only a doer rather than a facilitator

Actions to make working from home part of what we do

To support the current behaviours which were reported to have reduced car travel to the CBD by up to 50% (one team works 1 week in 2 in the office), the following actions were suggested:

- A training course of some type to provide tips and share ideas on successful working from home
- A specific management training course to assist them in understanding opportunities, challenges and ways of dealing with them.
- More collaboration on working from home needs with ICT
- A means to help staff purchase and use equipment needed in a home office
- **Opportunities**
 - o Using the new 'social norm' to continue the reduction in cars travelling to work
 - o Developing support measures to ensure it continues
- **Challenges**
 - o Spreading the idea trust to all areas of management

Item 5 / Attachment 1.

Behavioural Workshops



Goal	Initiative	Comments
Have a Green Workplace Travel Plan Coordinator/Facilitator	Appoint a Coordinator/Facilitator	The Active Transport Officer could take a role
		Car pooling: They could make calendar settings public so that people could see car pooling opportunities
		1 group only - Consider a part time role with strong linkages to active champions
		Ideally appointed in the weeks leading to the move
		Suggested Induction process run by Coordinator regularly in weeks leading to move
		The person should have a pool of example stories of people's journeys
		- ensure diversity of stories (not just heroes)
	Describing the role	Driver of change - not the person who does it all
		Facilitator, not coordinator
		Could be a person - and a group
		Enabler through tools, removing barriers, analysis of options
		Helping people to connect and become self-sufficient - helping people to help themselves
		Could sit in Transport or I-Health - not important where actually
		Person needs capacity and capability to communicate across ICC - and know organisation
Making working from home part of what we do		Ideally an existing person rather than an outsider
	Challenges	Why hasn't this worked before - what will make it work?
		Need to avoid that person becoming the doer - look for opportunities and foster others
	Assistance with technology needs	Needs an action for more collaboration between ICT and rest of workforce
		Encourage back packs for new computers - not satchels
	Management training	Ross Muller (internal ICC trainer) would be ideal (and is keen)
		- Needs to focus on face to face, online and mix
		- Needs to include how to encourage comradery within the team
		- Has been shown to work even with outdoor workers (doing planning from home)
	Work from home training	Share stories of how the changing work environment worked for them
		Etiquette for virtual and blended meetings
		Needs to include mental health tips
	Keep up with technology	Tech set up guides need reviewing to make it easier

Item 5 / Attachment 1.

Goal	Initiative	Comments
Improving Flexible Working Arrangements	Coordination across the organisation	Needs engagement with GMs and branch managers
		Consideration to including commute time ('working on a train')
		Need clear visibility on internal systems of #s in and out of office
		What are the core hours - are they up to date - check with Nick Sheehan
		Management training - needs to include 'if we need you onsite, you need to be here'
		This issue needs to be escalated to the Exec.
	Challenges/risk	If no coordination - risk of 80% in office on 1 day and 20% on others, esp. after move
Facilitating ways to use the car a bit less - specifically to and in CBD		If too many on 1 day of week, Sadliers, Woodend will be very congested (+schools)
	Make pt easier to use	Salary sacrifice for Go-Cards, discounted bus tickets?
		Paid commute time (see above)
	Make WFH easier	Arrangements (salary sacrifice?) for home office furniture, monitors etc.
	Easier to park off-site	Provide a shuttle service
		Consider a partnership with Riverlink or Bunnings - would not be in CBD
	Using other modes	Give people information on E-scooter Workcover
		Josh in IED is looking into E-scooters trial city wide
		Taxi vouchers available - get information on GCCC how they manage
		Find information from SCC on car pooling
	Reducing the impact of the car	Review car types in Council fleet - do we need all big vehicles? Not needed for some purposes
Modify KPIs to not inhibit working from home		For CO2 - consider hybrid cars in fleet
		Need a fleet vehicle analysis - purpose, km, # passengers
	Address Enterprise Bargaining Agreements (EBAs)	Need to discuss with management and unions
	Council environmental goals	Make clear that employee behaviour contributes to ICC environmental goals
		Management training - as above

Item 5 / Attachment 1.

Goal	Initiative	Comments
Employees to understand Council's role in parking provision and make it easier to park further away	Improve communication on ICC role	Communicate parking options/mapping more - easier to find than current
	Make it easier to park further away	Initiative to address walking or accessing after dark
		Shuttle buses
		Provide more information on where to park further away
		Investigate new places to park further away (see above, parking off-site)
		Need initiatives so managers/others can lead by example
	Parking to match flexible working	Arrange for parking sharing of same space
		Pricing strategy may need revisiting
	Challenges	Flexible working and parking challenges are contradictory
		Making people realise that parking is not the responsibility of Council
		ICC wants people to come to the CBD for revitalising the CBD

Behavioural Workshops

Behavioural Workshops



Actions to improve flexible working arrangements

Flexible working is supported by most teams. While it cannot be uniform across the Council because of different roles for different groups, it needs to be easier for all staff to understand how it works – hence need for coordination and dissemination of guidelines and rules.

- Management training is likely to address this issue, but
- Needs to be escalated to the Executive Leadership Team
- **Opportunities**
 - o Once this has been achieved, ICC is likely to be able to attract even more skills as needed and to become an even more desirable place to work
- **Challenges**
 - o If not coordinated, people travelling to work (=car use) is likely to peak on certain days causing more congestion (and more unhappy workers) on those days

Actions to assist in using the car a bit less

- Suggestions included some policy changes (e.g. allowable worktime for long commutes)
- Reviewing trips, passenger numbers, kms and vehicle type of the Council vehicle fleet
- Providing advantages for alternative mode use (even occasionally)
- Making it easier to park further away from the office (i.e. not in the CBD) – see also parking below
- All working from home activities as above
- **Opportunities**
 - o Many teams appear willing to have discussions to work out ways that suit them (e.g. meet at a distant car park and walk to work together-for safety and fun)
- **Challenges**
 - o If the message is 'get out of the car' it will meet many barriers.

Modify KPIs to assist flexible working arrangements (including WFH)

- It was reported that historically there has been a culture of time-based KPIs (i.e. working the required hours was the goal)
- While this is vital for some areas of Council (e.g. customer service), other KPIs would assist in many cases (e.g. performance based)
- **Opportunities**
 - o In some situations people would feel empowered to be more efficient
- **Challenges**
 - o Need for changes to EBAs may cause delays

Employees understand ICC's obligation re parking (& making it easier to park further away)

- Surprisingly, many people pointed out that Council does not have an obligation to provide parking

Behavioural Workshops



- Staff are most keen to know the facts – with no perceived ‘secrets’, particularly relating to the move
- Making it easier to park further away (walking in groups, e-scooters, bicycles, shuttles) would be a service to staff without providing any additional parking
- **Opportunity**
 - o Many people found suggested, and others found it easy to understand, that Council does not have an obligation to provide parking
 - o A clear statement of 1) the above fact, 2) what is provided by ICC and what is not and 3) where there are places to park (as a gesture of support) would be well received
- **Challenge**
 - o Council continues to feel that providing parking is part of their responsibility

5. Additional Workshop

The additional workshop gave opportunity for those wishing to hear more about the Plan to attend and to participate in an exercise to think through their own car use.

6. Value for the Green Workplace Travel Plan

The workshops provided the Green Workplace Travel Plan with the following:

- About 25-20 people who are willing to assist with its implementation
- About 40 people who are familiar with the concept of voluntary behaviour change and who could potentially use this to encourage others to change
- The same 40+ people who understand that reducing the impact of the car in CBD does not necessarily mean
 - o using an alternative mode (there are many other options)
 - o making a change every day (even 1 day a week is a 20% reduction)
 - o that everyone has to make a change (teams can set goals that match the ability of their staff)
- A list of clear initiatives and actions that they believe will facilitate change and assist the move (and the future) (see Section 4.4 for details).

APPENDICES

APPENDIX A – Workshop 1 Slides

APPENDIX B – Workshop 2 Slides



Thinking about change

Council's Green Transport Travel Plan

Preparation for the move

Liz Ampt for Mott MacDonald



Purpose of the today is to think about change

- What is Council's Green Transport Travel Plan?
- How is it related to the move?
- What opportunities might there be for change?
- How can each of us think about change?
 - a 'voluntary behaviour change' approach
 - different ways people can change
 - experience making a change
- What changes would help people get work done more easily?

Workshop 1

Tuesday and Wednesday February 2 and 3, 2021	
9.00 & 1.45	Welcome and introductions
9.15 & 2.00	Purpose of today
9.20 & 2.05	Green Travel Plan – what is it? - Includes goals, strategies and benefits
9.40 & 2.25	Change – many aspects
9.50 & 2.35	Looking at our own behaviour – review the Memory Joggers - Which car trip did you want to change? - How - Tools?
10.30 & 3.15	Break
10.45 & 3.30	Ideas for initiatives as part of Green Travel Plan
11.00 & 3.45	Voluntary behaviour change conversation - Principles - Example with all
11.30 & 4.15	Discuss tasks
11.40 & 4.25	Reminder for 2 weeks' time
12.00 & 4.30	Close

Ipswich Green Work Place Travel Plan | Inception meeting

27 August 2020

Why were you chosen for this workshop?

Either

- Volunteered when you carried out the travel survey

Or

- Named by work colleagues as someone who is 'well connected in the organisation and its culture'

Green Workplace Travel Plan – what is it?

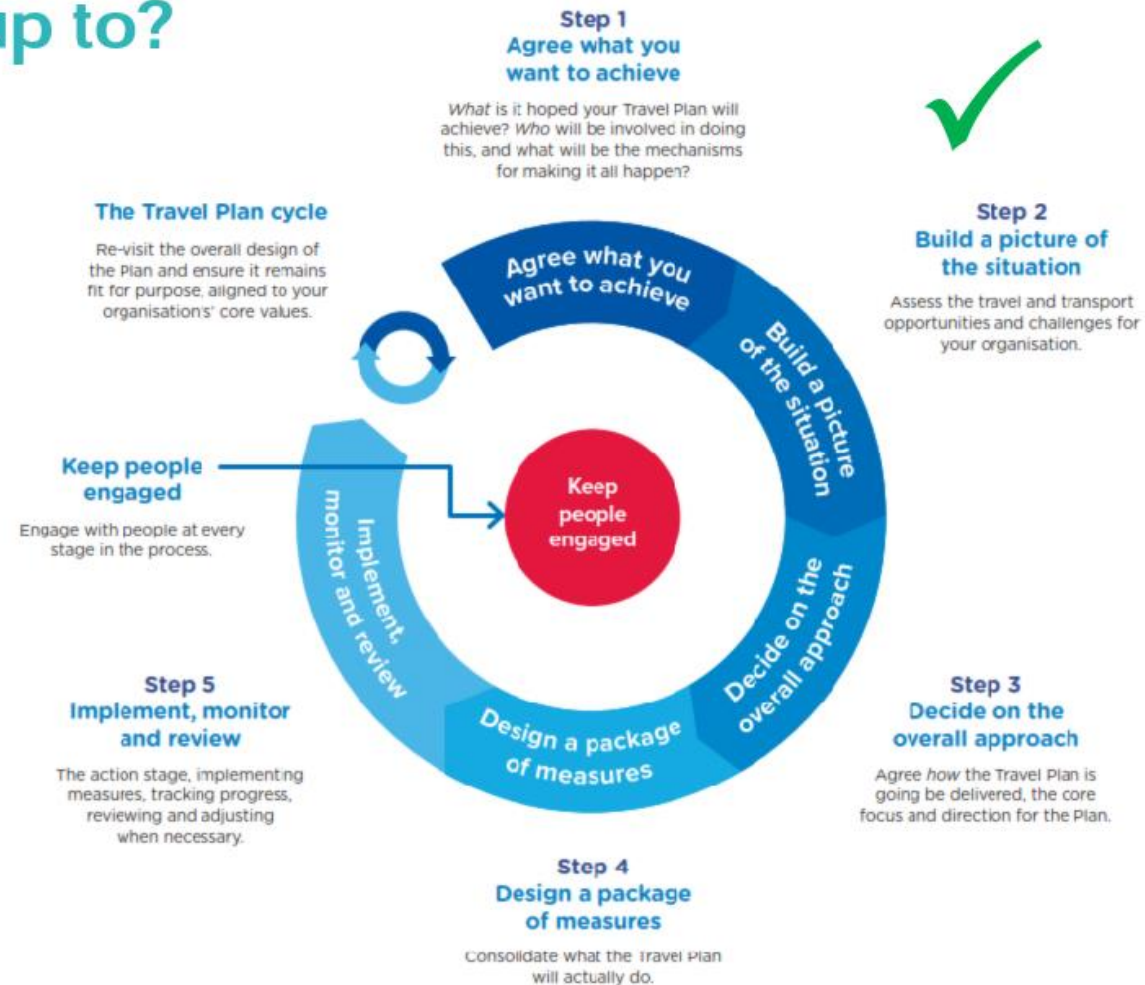
- Mott MacDonald assisting Council
- Travel Plan
 - ❖ Everyone can get to work (and do work) as easily, quickly, safely and sustainably as possible – making best use of transport options and parking available



Green Workplace Travel Plan – benefits

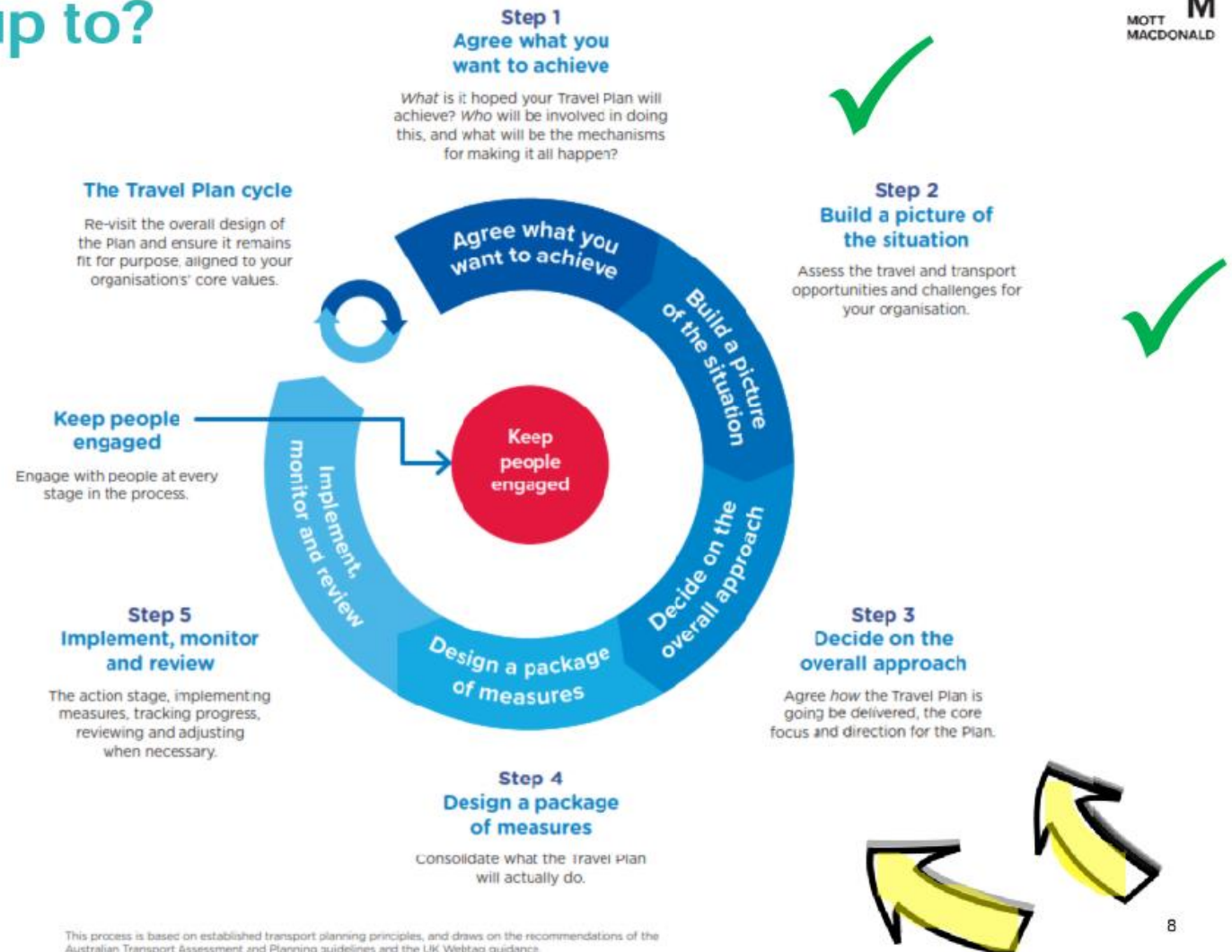
- ❖ It'll be a better place to work
- ❖ There'll be a good community spirit at work
- ❖ People will be more relaxed around me
- ❖ More people will apply for jobs with us

Where are we up to?



This process is based on established transport planning principles, and draws on the recommendations of the Australian Transport Assessment and Planning guidelines and the UK Welltag guidance.

Where are we up to?



Travel Plan

- Aim:
 - ❖ Explore options for getting around and working in different ways
 - Trips to and from work
 - During the day
 - Other trips (e.g. deliveries to the office)
 - Working differently
 - ❖ Options need to be as easy and as sustainable as possible



ICC goal

- ❖ Improve the quality of life for our employees and our community, leading the way in sustainable workplace practices

ICC strategy

- ❖ Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work, safely, securely and easily.



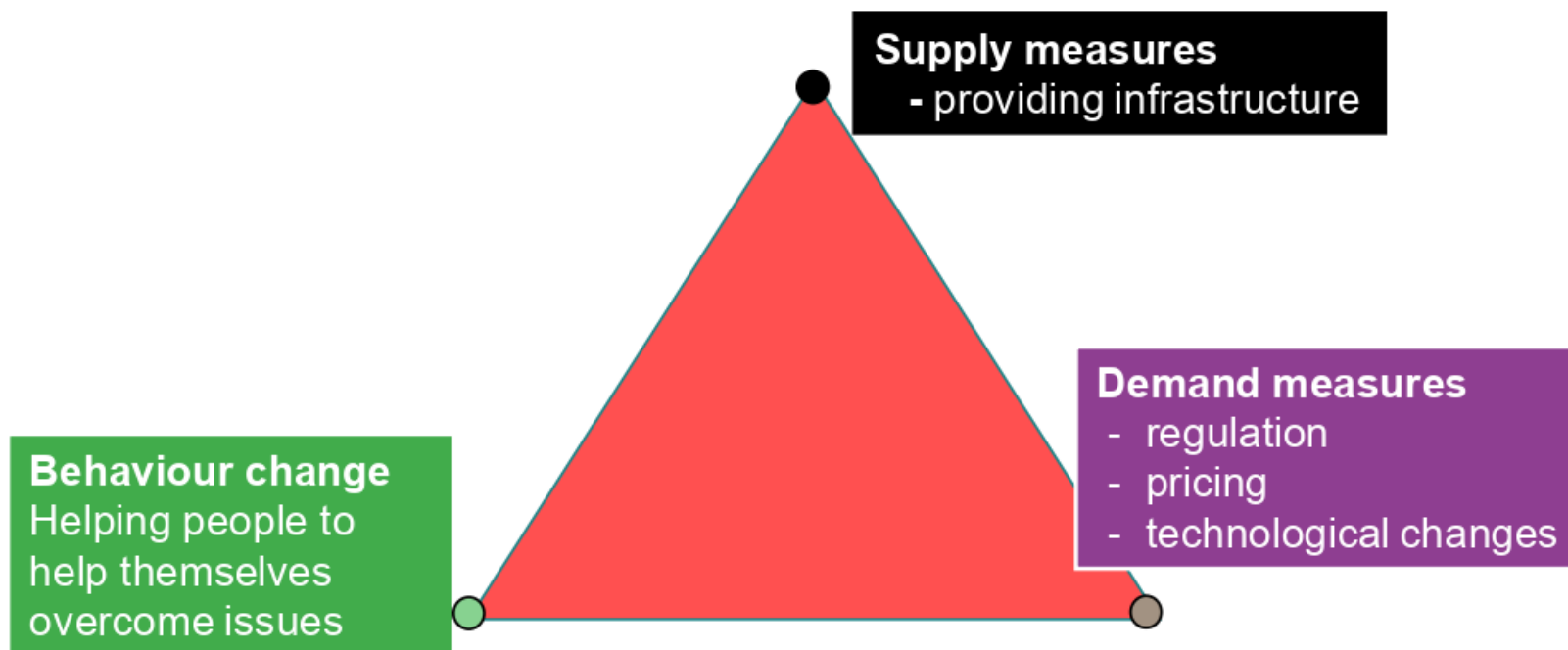
It's a time of change

- New office
- New location
- New layout
- New colleagues sitting near you?
- New way of getting to work and working?
- New place for getting lunch?
- Lots of new activities - not only about travel

A chance to do things differently!



Ways to encourage change



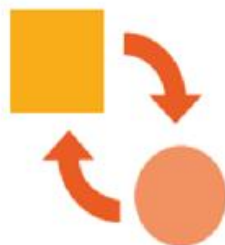
Helping people to help themselves

- Getting people to
 - ❖ Identify problems and things they want to solve
 - ❖ Work out their own solutions

Voluntary behaviour change

Usual way to encourage change

❖ Tell people to change



Remode

Take alternative transport modes for a more reliable journey



Reduce

Plan ahead and reduce unnecessary travel



Reroute

Change route to avoid congested areas where possible



Retime

Avoid travel in the peak periods

Using the voluntary behaviour change approach



Reasons for change

- Negative effects of a behaviour reach a certain level
- Recognition that it is possible to change, e.g.
 - ❖ Behaviour of 'trusted others'
 - ❖ Change moment
 - ❖ Fashion
- Perception of the benefits
- Need to understand, often unexpected reasons

Item 5 / Attachment 1.

Memory Jogger

for a day in your life

Pre-Workshop Survey

TRAVEL DAY MEMORY JOGGER

Please fill this out for (your Travel Day.)

EXAMPLE OF HOW TO FILL OUT THIS MEMORY JOGGER

At 3 am I was at		I left at
Home		7.40 am
I went to	I arrived at	I left at
Newsagent, 23 Smith Street, Newtown	7.52am	7.55am
Then I went to.	I arrived at	I left at
Bus Stop, etc...	8.05am	8.10am

Address Details	Time	
At 3 am I was at.....		I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....

Address Details	Time	
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....
Then I went to.....	I arrived at.....	I left at.....



Let's look at Memory Joggers

- One day of your own life
- It is 'travel' but actually it is a day of **activities**
- **Where** were they?
- **Who** were you with?
- When were you in a car and wished that you weren't?



Which car trip did you enjoy least?

- On that day...



Why was that?

- Late for work because of finding a park
- Save money on parking
- Save money on fuel
- Get more work done
- Not have to wait so long..
- ...



Issues you mentioned



(How) could you have changed that?

- Another location?
- Another person – on their way from somewhere?
- Another time – linking with another trip?
- Another way of getting there?
- Something else?
-

Ways you could have changed ..





What 'tools' of change would you need?

- Examples:
 - ❖ A shopping list
 - ❖ Information on alternative ways
 - ❖ Know someone else
 - ❖ Information on other gym/child-care/shopping options

'Tools' needed for you





Council's Green Travel Plan - initiatives

- Develop a new approach to work travel, recognising that parking is a key concern.
- This will be a package of sustainable actions focussed on access, enabling people to work, safely, securely and easily.



A new type of conversation

- Voluntary behaviour change
 - helping people to help themselves overcome a problem

It's tricky – listening, not telling them what to do.....



Conversation – helping people to help themselves

- When was the last time you were in a car and wished that you weren't?
- Have you thought of a way to change that?
 - Yes – how could you make it work?
 - No – what would you need to make it work?
- When could you do that?
- Looking forward to seeing how it went



Conversation – helping people to help themselves

Step	Words
Problem	When was the last time you were in a car and wished that you weren't?



Conversation – helping people to help themselves

Step	Words
Problem	When was the last time you were in a car and wished that you weren't?
Over to them	Have you thought of a way to change that?

Conversation – helping people to help themselves

Step	Words
Problem	When was the last time you were in a car and wished that you weren't?
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Listen to them	Yes – how could you make it work? No – what would you need to make it work?



Conversation – helping people to help themselves

Step	Words
Problem	When was the last time you were in a car and wished that you weren't?
Over to them	Have you thought of a way to change that?
Listen to them	Yes – how could you make it work? No – what would you need to make it work?
Getting started	When could you do that? Let them tell you their ideas Ask questions so they tell you more....

Conversation – helping people to help themselves

Step	Words
Problem	When was the last time you were in a car and wished that you weren't?
Over to them	Have you thought of a way to change that?
Listen to them	Yes – how could you make it work? No – what would you need to make it work?
Getting started	When could you do that? Let them tell you their ideas Ask questions so they tell you more....
Commitment	Looking forward to hearing how it went

**Let us know
what is needed**



Tips

- Open ended questions
 - Curiosity
 - Some people have found...
-
- Let's have a try...

Tasks - 1

1. Think about a change (to reduce car kms) that would make your life easier – a trip you don't like making?
 - ❖ It might work
 - ❖ It mightn't work
 - ❖ But it'll help you understand And
 - ❖ Perhaps create a story

Tasks - 2

2. Have a 'conversation' with someone in your life

- ❖ When was the last time you were in a car and wished that you weren't?
- ❖ Have you thought of a way to change that?
- ❖ Listen – ask another question
- ❖ 'Some people have found'
- ❖ Let us know what happens..

Next steps

- Short sessions with you again to hear your stories:
 - ❖ Tuesday February 16
 - 9.30-11.45
 - 2.00-4.15
 - ❖ Wednesday February 17
 - 9.30 – 11.45
 - 2.00-4.15



Next steps

- For all your colleagues who volunteered for workshops and could not fit in:
 - ❖ Monday February 15
 - Morning 9.00-10.30
 - Afternoon 11.15 – 12.45



Thinking about change

Council's Green Transport Travel Plan

Preparation for the move

Liz Ampt for Mott MacDonald



Today

- Green Workplace Travel Plan – quick review
- How is it related to the move?
- A role for you?
- Your skills at overcoming barriers – review of your change and conversation
- How can you use these skills – by yourself or together
- Summary of ideas from last sessions
- Leads on how these could happen
- What will happen after this session?

Green Workplace Travel Plan – what is it?

Mott MacDonald assisting Council

Travel Plan

- ❖ Everyone can get to work (and do work) as easily, quickly, safely and sustainably as possible – making best use of transport options and parking available
- ❖ The effect?
 - It'll be a better place to work
 - There'll be a good community spirit at work
 - People will be more relaxed around me
 - More people will apply for jobs with us

Council's goal

The **goal** of the Ipswich Green Workplace Travel Plan is to...

- minimise our environmental footprint;
- foster an active, healthy and engaged community and workforce; and
- contribute to the economic regeneration of the city centre.

Green Workplace Travel Plan

ICC goal

- ❖ Improve the quality of life for our employees and our community, leading the way in sustainable workplace practices

ICC strategy

- ❖ Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work, safely, securely and easily.

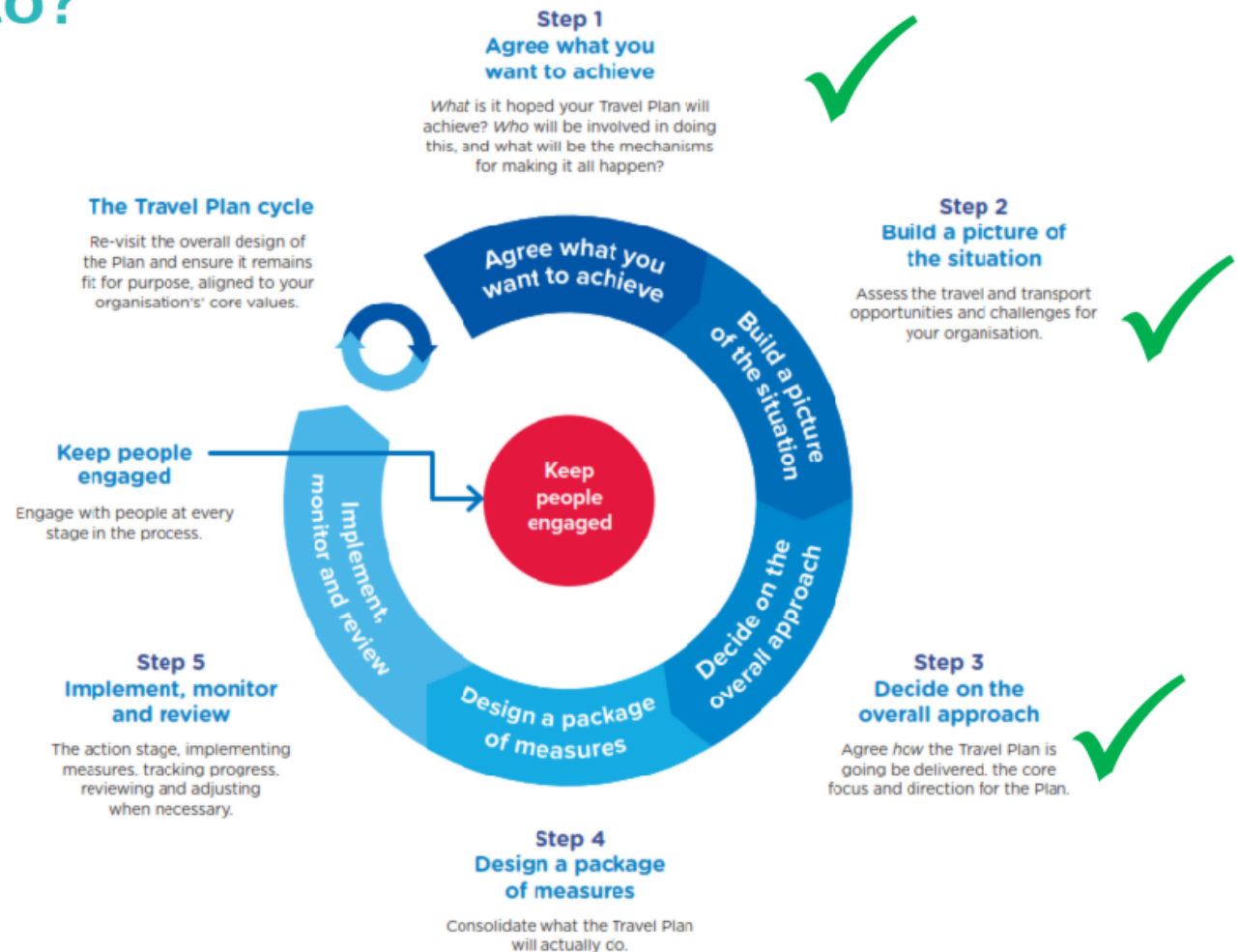
Travel Plan

Aim:

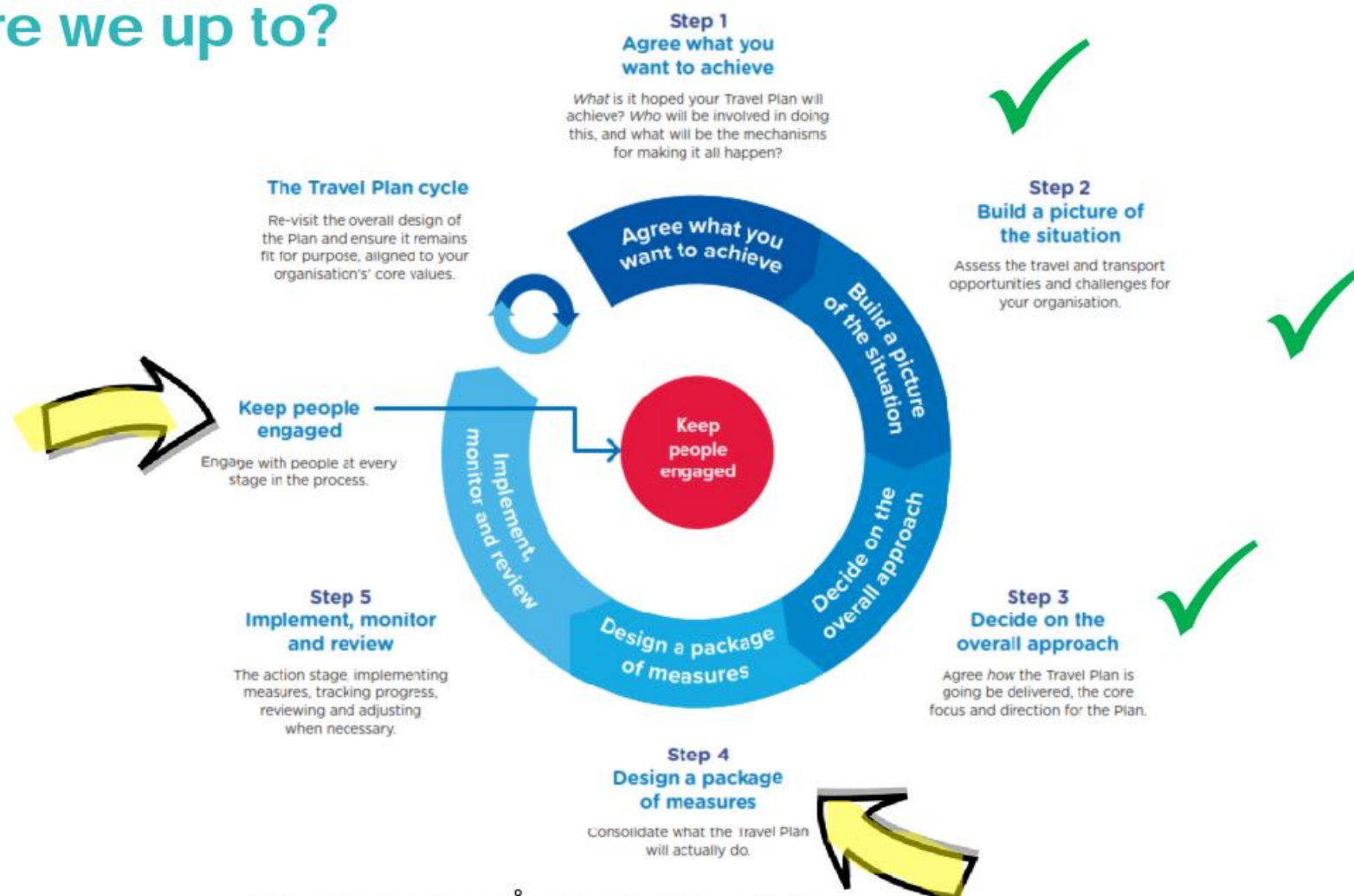
- ❖ Explore options for getting around and working in different ways
 - Trips to and from work
 - During the day
 - Other trips (e.g. deliveries to the office)
 - Working differently

- ❖ Options need to be as easy and as sustainable as possible

Where are we up to?



Where are we up to?



8

This process is based on established transport planning principles, and draws on the recommendations of the Australian Transport Assessment and Planning guidelines and the UK Webtag guidance.

Keeping people engaged

Ipswich Council has adopted an excellent approach for the plan

- Involving people from all sections of the organisation from the beginning
- Linking the Plan (which aims to change behaviour) with the Move (which is a change in itself)
- Building up a team of 'change agents' who will understand the program – and be able to assist with change

What is a 'change agent'?

Someone who keeps in touch with what is happening with the Green Workplace Travel Plan

Someone who knows some of the principles of changing (last time and more today)

Someone who has experienced trying to make a change

Someone who can empower people to think through how to change

How is this related to the move?

- The move is a change in itself
- An opportunity to review aspects of the move that make change easier – physical, policy, organisational, people's contribution
- An opportunity to have some people in the organisation leading change – in all areas, not just getting to work

Your skills at overcoming barriers

Your change?

Your conversations.....

A Tool Kit to help change







Goals and Targets

Track Progress

Celebrate

- achievements
- leaders
- community events and fairs



Communication

effective messages

Language

- have conversations/chats
- avoid telling what to do
- avoid overload (KISS = keep it simple stupid!)

Choosing the messenger

- credible and respected amongst peers – not only 'leaders'

The Message

- focus on solving problems - benefit
- share experiences
- highlight existing positive stories

Know the audience = colleagues

- understand differences
- share experiences
- highlight existing positive change



Communication

effective messages

Language

- have conversations/chats
- avoid telling what to do
- avoid overload (KISS = keep it simple stupid!)

The Message

- focus on solving problems - benefit
- share experiences
- highlight existing positive stories

Choosing the messenger

- credible and respected amongst peers – not only 'leaders'

Know the audience = colleagues

- understand differences
- share experiences
- highlight existing positive change



Social Diffusion

Telling stories

- giving opportunities to chat and tell stories
- give step by step demonstrations
- nominating role models
- naming champions of desired behaviour

Social Norms

- make it normal to think about alternatives
- 'this is just what we do here'



Prompts

remembering to act



Are most effective when:

- they are noticeable
- placed close to behaviour
- explain through pictures
- have a positive focus



Rewards

improving
motivation

Examples

- gets rid of a problem
- saves time
- saves money
- healthy environment

Effective rewards

- individualised
- gets rid of the problem straight away
- made visible
- avoid loss
- help the desired behavior

Disincentives

- make competing behaviour less appealing



Behaviour Change

Commitments

from intent to action

- written 
- public 
- visual
- not forced

Are most effective when:

- the behaviour follows closely



What doesn't work

- telling people what to do
- pure information
- monetary rewards alone
- scare campaigns
- badly targeted programs



Summary of ideas from last sessions

Opportunity for the Green Workplace Travel Plan

- A Green Workplace Travel Plan Coordinator
 - To lead change, as a point of reference
 - Coordination role – sharing Council vehicles
 - Information role
 - who to share with (permanent and 1-off)
 - List of activities nearby
 - Information on parking at origin stations
 - Would have an important role at induction
 - Could even be responsible for areas other than travel

Issues relating to working from home

- How to continue team bonding, collaboration, work efficiency
- Tips on how to work from home – training?
- Keeping up with technology (e.g. cameras)
- Assistance with technology (e.g. assist purchase)
- Management training – how to balance, systems of trust etc.

Flexible working

- Needs to be led by Council needs
- Nearly all council teams have a flexible working arrangement schedule in place
 - Developed team by team – need coordination across the organisation
- Need core hours, but are they 8.00 – 4.30?
 - Need to consider customers and staff

Ways to use the car a bit less

- E-scooters to trial for short trips – or from car parks
- Provision (or knowledge) of services near office
 - e.g. commercial gym and child care centre, dry cleaning service drop-off and pick-up onsite
- Council car booking system – to encourage sharing
- Taxi vouchers in emergency
- Incentives for non-car use – parking, time benefits
- Advocacy with Translink – services, fares ->buddies?
- Salary sacrifice for Go-Cards, bikes, e-scooters, shoes

KPIs

- Need to reflect Council needs
- These need to be extended to non-time-based
- Needs conversations in teams

Parking

- An issue raised in all sessions
- Need clear communication across ICC on issues
- Leaving close parking for 'needy' (part of induction?) - leadership by management
- Options for accessing parking lots safely – e.g. e-bikes, bicycles, shuttle
- Car parking at e.g. Yamanto

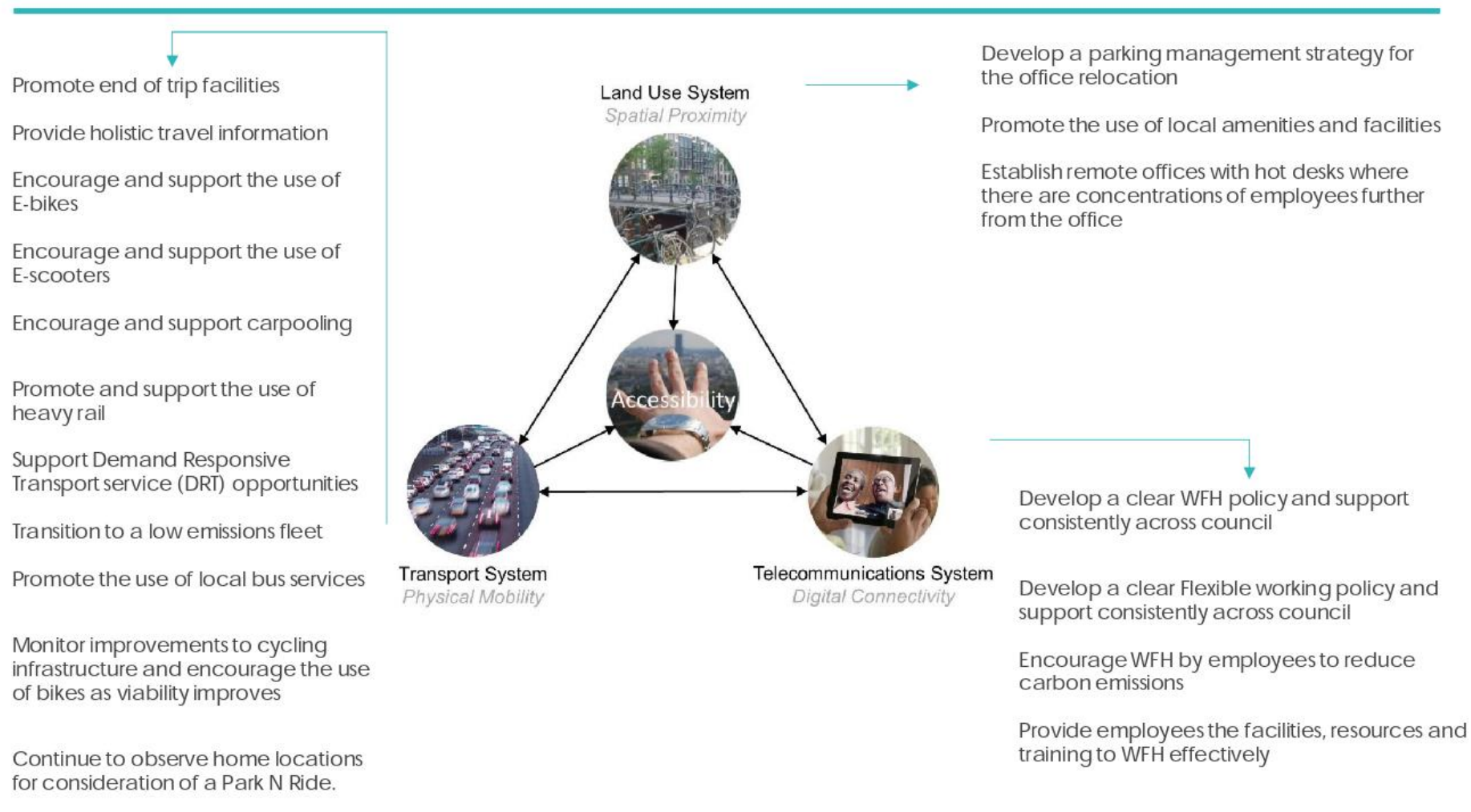
What next?

- You will all be kept in touch with the next stages of the Plan
- If you can think of a role you would like – or even if you can't and you're keen
 - Let us know!
- There are likely to be occasional sessions for change leaders – you'll hear from the team

F. Detailed evaluation of potential GWTP initiatives

Step 3: Deciding on the overall approach

The aspirational Ipswich GWTP initiatives are shown below.



The data collected in the employee travel survey, the site and the policy audits, and the focus groups, are considered alongside the GWTP strategy to explore potential actions with the focus areas.

This exploration presents a series of opportunities categorised by the three access themes, and phrased as hypotheses. A assessment of the opportunity is given, and a Red Amber Green (RAG) rating is used to indicate alignment with the objectives. The intention is to further investigate and test all the options presented here in the new year.

The assessment of these opportunities, across these themes identifies a number of initiatives, recommended for implementation to contribute to the objectives, and goal of the GWTP. Whilst opportunities and initiatives are identified within each of the focus areas, or as overarching actions, they are not isolated. Initiatives are designed to interact with and reinforce each other such at the whole is greater than the some of its' individual parts.

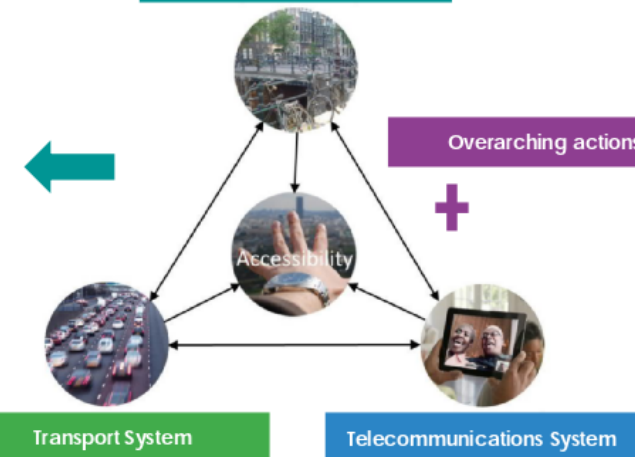
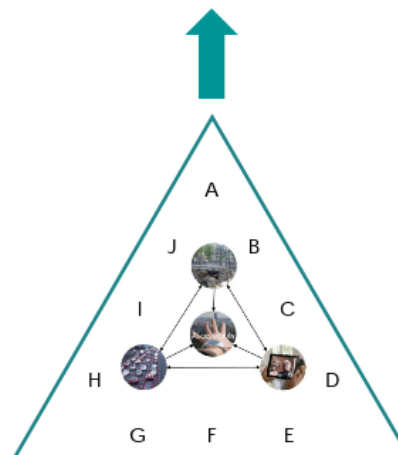
It is worth noting, and reviewing, some of the conclusions of the desktop review on best practice in workplace GWTPs – notably that provision of information does not in itself lead to changes in behaviour.

Goal:

To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices

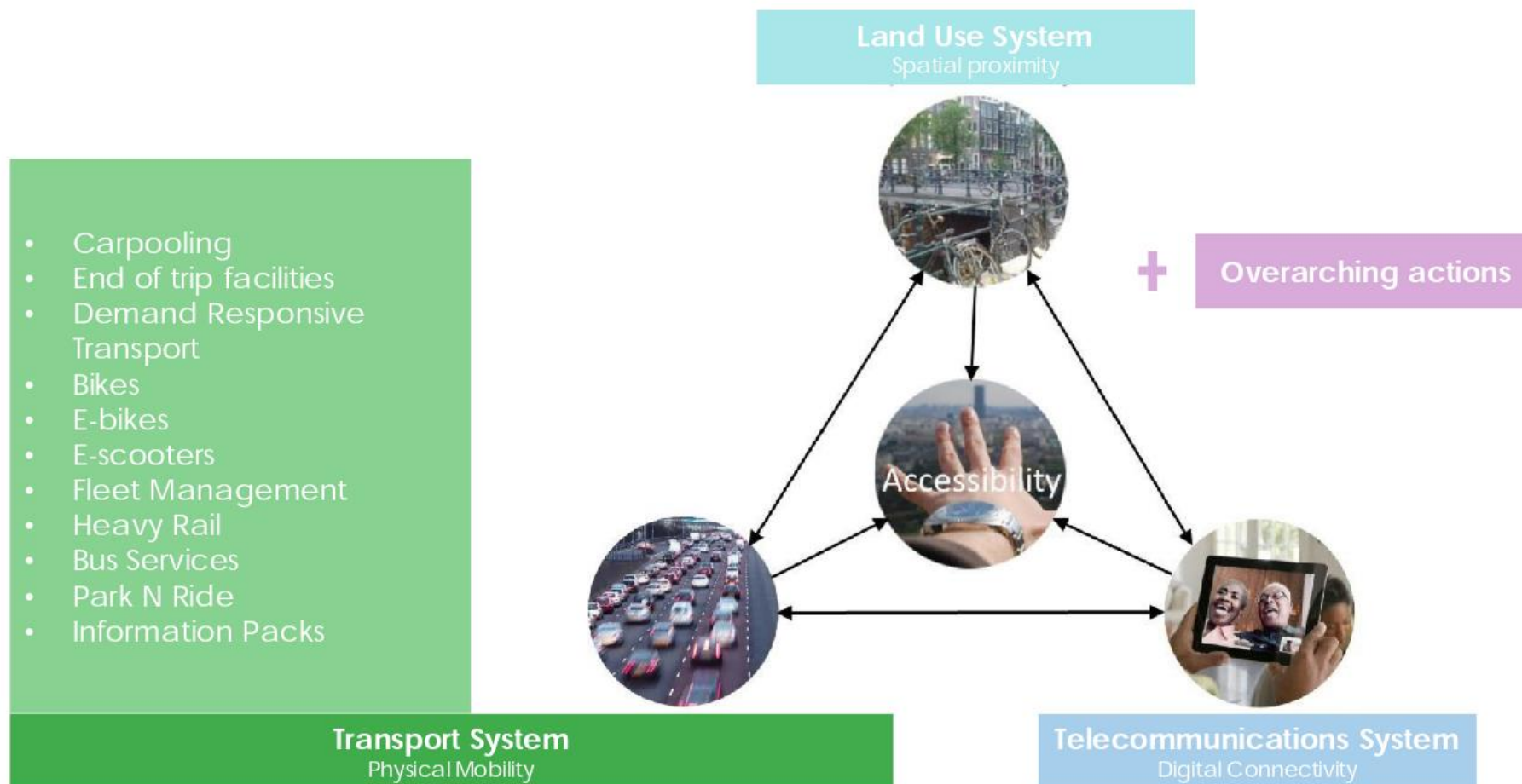
Objectives:

- Safety
- Health
- Equity
- Attractive Options
- Carbon Reduction
- Efficiency



Step 4: design a package of initiatives. **Exploring opportunities**

Transport system – physical mobility



Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: Car pooling could be an attractive option for those who value parking close to the workplace and have no alternative but to drive.

The current mode share by carpooling is 18%. However, 70% of these respondents are carpooling with somebody who is not another Council employee (dropping off/picking up children for instance).

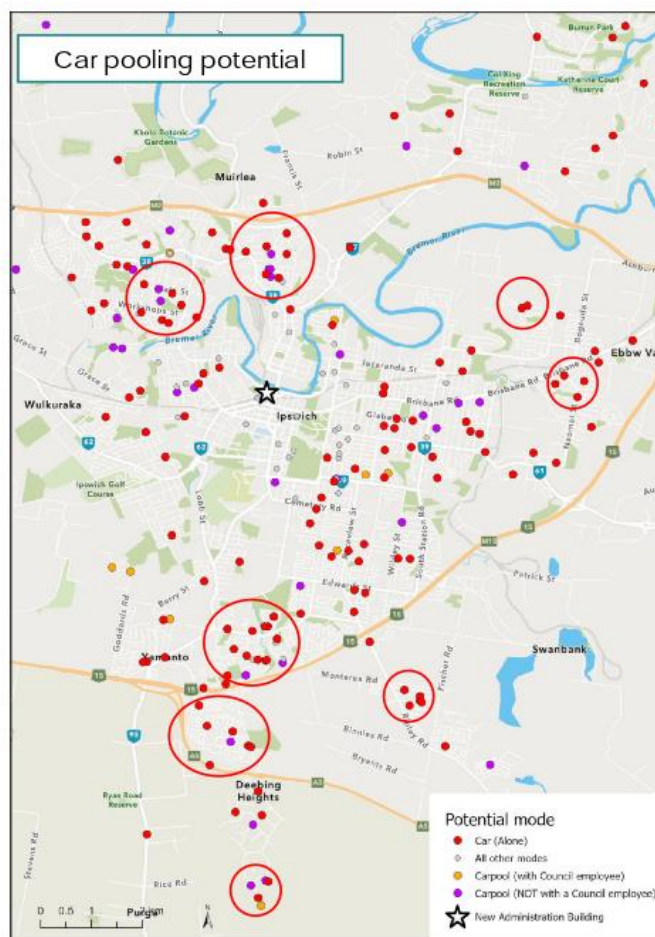
It is possible to achieve a car pool mode share of 20% or more in situations with constrained parking supply at workplaces. Increasing the average occupancy of vehicles used for the commute is one of the most effective levers available for making efficient use of road space and parking spaces in an environment of limited public and active transport options.

However, the recent COVID-19 events mean that caution should be exercised when considering the extent to which car pooling can be promoted.

The travel survey data suggests that fewer people will share a car to work to the new building than currently, with fewer people expecting to get a lift to work (as a passenger).

Employee response in the focus group to car pooling was muted, and some concerns were raised about insurance and risk. These concerns can be addressed; the concerns about being in close proximity to others not in your household will be more challenging.

Spatial analysis indicates there is potential to encourage car pooling, pending further investigation. Allocation of dedicated spaces in the Administration Building, will be essential to encouraging car pooling.



strategic alignment - check

action: promotion of end of trip facilities

GWTP goal

To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices

GWTP objectives

Ensure employees can access the CBD site safely and securely.

Improve the health and well being of our employees.

Ensure employees are treated fairly.

Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.

Reduce carbon emissions and transport related pollution.

Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

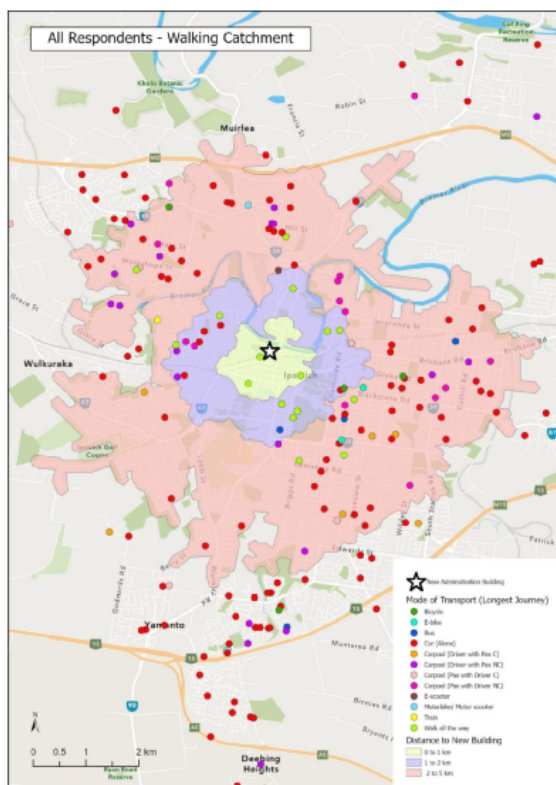
Response: Car pooling promotion is directly addressing the issue of car parking, offering an option for those who need to park on site to be able to. It is sustainable. Concerns about safety will need to be addressed.

Recommendation: Car pooling should be promoted as part of the GWTP. Encourage and support carpooling. See Appendix K for more detail.

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: Promotion of end of trip facilities could encourage more commuting to work on foot – partial as well as all the way - and increase physical activity during the course of the working day.

The mode share for employees walking to work is already reasonably high at 3%. Based on current employee home locations, even if 5% of people living within 5km of the new site switched to walking to work, this would only result in an additional 9 people commuting on foot.

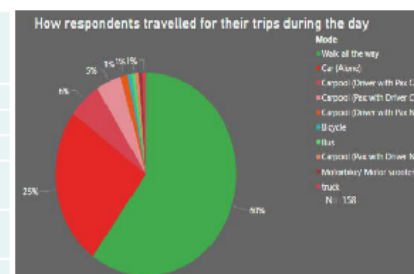


The survey response indicates that more people will consider walking all the way to work after the relocation, but confirms the results suggested by the Catchment and Capture analysis – the numbers are relatively small, increasing by around 8 people.

Further analysis also indicates that of the 20 respondents who indicated they would change to a more sustainable mode (bus, train, walking, bike, scooter), only 14 respondents are currently driving alone, suggesting the potential for end of trip facilities to encourage people to switch from driving alone may be limited.

Walking accounts for 60% of all trips made during the course of the working day, suggesting people are amenable to short trips during the day. There may be opportunities to capitalise on this using relatively easy initiatives to implement, such as flexible working hours. This may enable more employees to walk to/from work and avoid hotter parts of the day or by promoting the use of the end of trip facilities for walkers.

Mode choice post relocation for those who currently drive alone	Count
Bicycle	5
Bus	1
Car (Alone)	320
Carpool (Driver with Pax C)	4
Carpool (Driver with Pax NC)	6
Motorbike/ Motor scooter	1
Train	3
Walk all the way	5
Grand Total	345



strategic alignment - check

action: promotion of end of trip facilities

GWTP goal

To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices

GWTP objectives

Ensure employees can access the CBD site safely and securely.

Improve the health and well being of our employees.

Ensure employees are treated fairly.

Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.

Reduce carbon emissions and transport related pollution.

Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: Promoting end of trip facilities encourages more sustainable travel, it addresses parking issues if the switch to walking comes from car commuters.

Recommendation: Promote use of end of trip facilities for walking trips (including from parked car) and running/jogging exercise during the course of the working day.

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: Latent demand for commuting by public transport could be captured through operating a Demand Responsive Transport (DRT) bus service

Catchment and capture spatial analysis shows 60% of employees do not live within reasonable distance of a bus or heavy rail option for their commute to work.

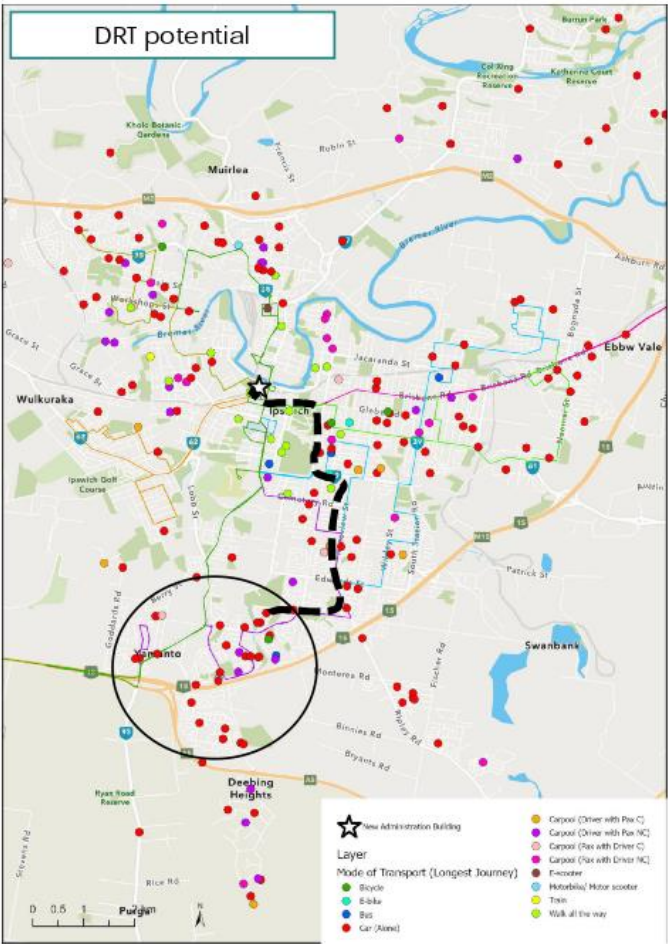
It also highlighted the lack of reasonable bus based alternatives for the commute to Ipswich City Centre. Journey time and frequency for all except one service (515) are not competitive with the private car.

However, the focus group results indicated the desire for people to use public transport, bus and train, if they could, suggesting a latent demand which could be targeted by a DRT type service.

Demand Responsive Transport services can offer a viable alternative to fixed route bus services, where certain conditions exist. Recent research (Mulley, 2021) also indicates that DRT is preferred by users to regular bus services, and is a potential 'solution' to hesitancy to use public transport post COVID-19.

It is widely agreed that success in DRT hinges on agreement on the objective that the DRT is looking to solve, the customer proposition it offers, the type of customers it is aimed at. It should be noted that there are more 'failed' DRT than there are successful.

Our analysis suggests there is potential to run a DRT from southern Ipswich to the City centre. Looking at the highlighted area (black circle), there are over 25 respondents living within close proximity of each other who currently drive alone. Factoring this up, there is a potential of around 35 employees (5%) that could utilise this DRT.



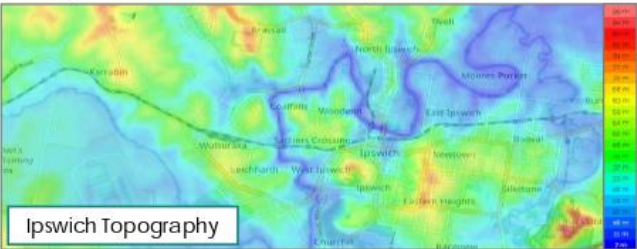
strategic alignment - check	
action: design and support a DRT service	
GWTP goal	
To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices.	
GWTP objectives	
Ensure employees can access the CBD site safely and securely.	
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Reduce carbon emissions and transport related pollution.	
Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.	
GWTP strategy	
Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.	
Response: DRT is a new approach to travel and would put ICC at the forefront of future mobility. As a bus service it would enable access to work. Only if the community was allowed access would it contribute to community quality of life.	
Recommendation: Given the resource intensity and complexity of DRT services ICC may not be able to establish an employee specific service but should remain supportive of an open to State led investigations or other opportunities.	

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

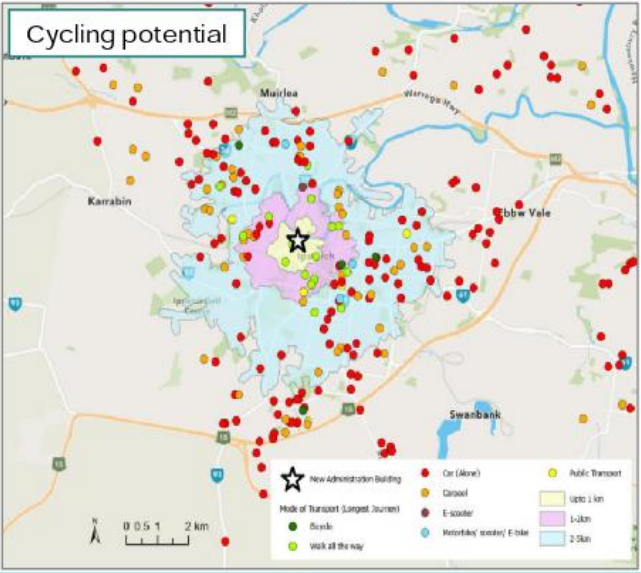
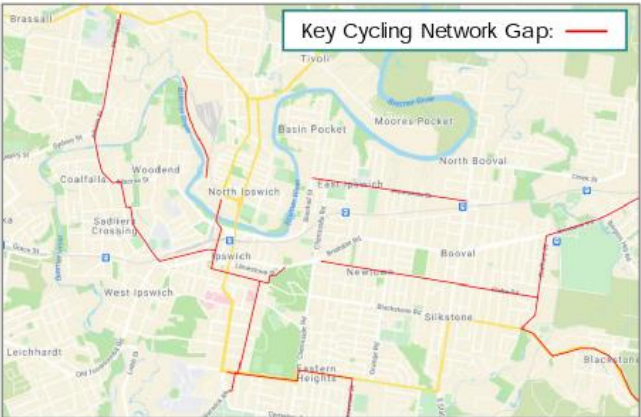
Hypothesis: Commuting by riding a bike can be increased.

The mode share of employees who ride a bike to work at the current office location is 1.3%, a pretty normal result for workplaces in similar locations. Spatial analysis indicates that 26% (147) of survey respondents live within 5km of the new workplace, a distance considered reasonable for riding a bike. If 20 more employees in this area were to ride a bike to work, Council would achieve a 5% bike mode share.

Reasons for cycling amongst current bike commuters were primarily associated with financial and health based incentives. Participants in the focus groups indicated an intention to remode from private vehicles to cycling but cited lack of infrastructure and perception of safety (sharing road space with vehicles) as significant barriers.



In addition, the lack of continuous off road cycle ways, topography (grade varies as much as 70m between home and office for some employees), and the climate are all common barriers in Ipswich to increasing commuting by bike. For these reasons, it is reasonable to expect most potential for change to bike commuting will be from areas which have access to end-to-end trips on shared-footpath and/or cycle lane infrastructure between and a forgiving topography.



strategic alignment - check	
action: promote commuting to work by bike	
GWTP goal	
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GWTP objectives	
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Reduce carbon emissions and transport related pollution.	
Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.	
GWTP strategy	
Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.	
Response:	
Promoting the use of bicycles would put ICC at the forefront of sustainable travel, health and carbon emission reduction. It addresses the dependency on private vehicles, though is unlikely to be achievable for a sizeable amount of employees.	
Recommendation: Monitor improvements to cycling infrastructure and encourage as viability improves.	

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: Commuting by e-bikes can be increased.

Evidence suggests the popularity of e-bikes is increasing across Australia. It also suggests that the user base is different to 'regular' bicycle riders, attracting people who would not otherwise consider riding a bike.

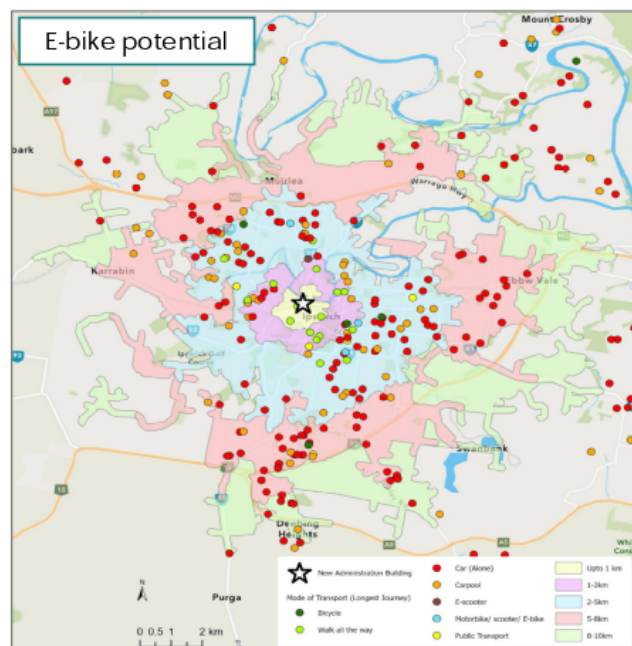
The results from the focus groups suggest the main barrier to riding a bike to work is the lack of safe infrastructure, and using an e-bike cannot resolve this issue. However, the other barrier to riding a bike in Ipswich is topography – and this is something where e-bikes have a distinct advantage over regular bike riding. Most pedal assist e-bikes can achieve a range of 32-160km (assuming 80kg rider weight on a hilly terrain with asphalt surface). Average commuter trips vary but generally do not exceed 10km, where private vehicles become more favourable. Assuming a catchment of 5-10km, an additional 83 (15% of respondents) employees could consider remodelling to e-bikes in areas where cycling uptake may be limited.

In addition to private ownership of an e-bike, shared mobility solutions have proved popular in some locations. This includes:

- docked: stations where bicycles are unlocked by users before being 'docked' at the end of users trips to complete the trip ready for the next journey to take place. These generally ensure that bicycles are available at the location where users expect to begin their trip.

- dockless: GPS tracked devices that allow users to start and end trips of their own choosing. This has been found to avoid frustrations caused by docking stations reaching maximum capacity, particularly in popular CBD areas.

Shared mobility solutions are appealing to a diverse group of people who may be offput by hefty price points for private ownership or the 'interest but concerned' demographic who would use e-bikes if some barriers were removed.

**strategic alignment - check****action: support e-bike use****GWTP goal**

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GWTP objectives

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Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.

Reduce carbon emissions and transport related pollution.

Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: Promoting the use e-bikes would put ICC at the forefront of sustainable travel, health and the reduction of carbon emissions. It addresses the dependency on private vehicles, though is unlikely to be achievable for a sizeable amount of employees.

Recommendation: Encourage and support the use of E-bikes. See Appendix K for more detail.

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: Commuting by e-scooters can be increased.

Research by BCG on 12 major shared-mobility providers found that 75% of all e-scooter trips amount to less than 10km. On this basis, 41% (230 persons) of survey respondents fall within this catchment area (the same area as e-bikes) and are considered to have the potential to use e-scooters as their primary mode of transport to work.

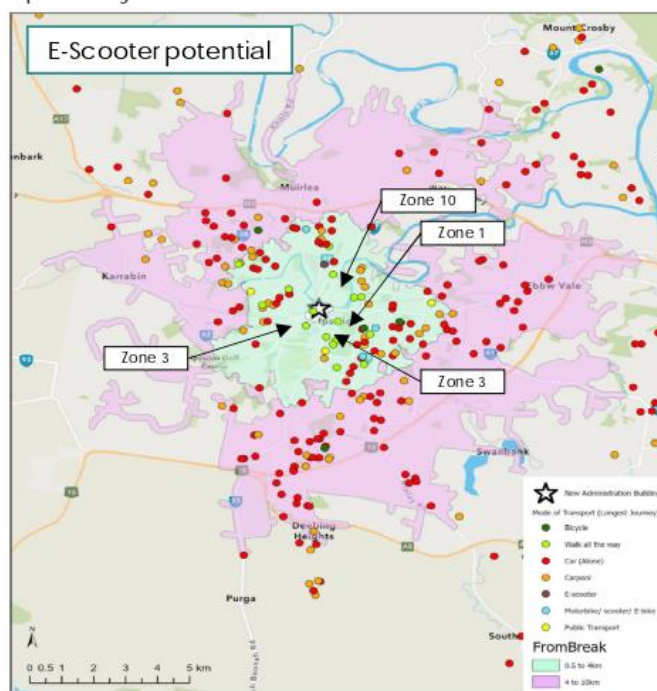
E-scooters can fulfill another important role in the transport network, providing a sustainable 'last-mile' transportation solution in urban areas. 35% of trips on e-scooters cover less than 2km, with most 'last mile' trips generally ranging between 0.5-4km. Distances less than 500m are typically perceived as cost inefficient for shared-mobility service users.

It is acknowledged that Council is currently investigating the potential to trial a dockless e-scooter shared mobility service with several operators in Ipswich. A survey has been undertaken to understand the views of people who live and work in Ipswich to the introduction of e-scooters.

The 'last mile' catchment area also has the potential to serve another type of e-scooter user. Survey results indicate that 4 employees currently travel to work by car, park on the outskirts of the CBD in a free parking area (Zones 1, 3, 6 & 10), and use a privately owned e-scooter to complete the 'last-mile' of their trip.

This behaviour has been observed at other workplaces, and suggests that there may be potential for other ICC employees to consider this option.

Given the relatively high cost of shared e-scooter services (\$0.38 per minute and \$1.00 unlock fee) and based on anecdotal evidence on how e-scooter use has evolved in Brisbane, it is likely that frequent users will opt to buy their own scooter.

**strategic alignment - check****action: support e-scooter use****GWTP goal**

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GWTP objectives

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Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.

Reduce carbon emissions and transport related pollution.

Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: Promoting the use e-scooters would put ICC at the forefront of sustainable travel, health and the reduction of carbon emissions. It addresses the dependency on private vehicles, though is unlikely to be achievable for a sizeable amount of employees.

Recommendation: Encourage and support the use of e-scooters. See appendix K for more detail.

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: The carbon footprint of the Council could be reduced though increasing the proportion of 'greener' fleet vehicles

ICC are considering making changes to their shared vehicle fleet as a means to improve the delivery of services and operations to the community whilst considering sustainability, equity and relative fit-for-purpose equipment.

This provides Council with a unique opportunity to replace existing vehicles with electric or hybrid alternatives to reduce carbon emissions. Fleet management could also consider the introduction of a suite of e-bikes or e-scooters which could be encouraged for use when travelling to meetings or locations nearby.

Promoting the use of this fleet by employees who require a vehicle during working hours, e.g. for inspections or out of office meetings may also help to reduce the need for employees to depend on their private vehicle to travel to work if a viable alternative is available to them.

It is important that a fleet adopted by Council complies with regulatory requirements and be operated in a manner that protects ICC's reputation, displaying a positive public image that is conscious of carbon emissions.

Benefits of fleet electrification include, but are not limited to:

Environmental:

Fleet decarbonisation shows that Council is committed to sustainable practices and is taking action on climate change. It is also a significant contributor to achieving goals identified in the City of Ipswich Sustainability Strategy, iGO (The City of Ipswich Transport Plan) and the large part Council has to play in achieving Australia's sustainability targets for the 2015 Paris Agreement on Climate Change.

Economic:

The total cost of ownership calculations must lower the acquisition and operating costs of the fleet beforehand to improve the business case.

Health:

Electric vehicles have been found to improve overall driver experience and reduce fatigue as a result of reduction in noise, fuel fumes and vibrations.

Reputation:

Changing to an electrified fleet demonstrates Council's progressive ethics and forward thinking in adopting emerging technologies.

strategic alignment - check	
action: increase 'green' fleet proportion	
goal	
To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices	
objectives	
Ensure employees can access the CBD site safely and securely.	
Improve the health and well being of our employees.	
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Reduce carbon emissions and transport related pollution.	
Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.	
strategy	
Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.	
Response: Improving the sustainability of the Council Fleet, through Evs, Hybrids, E-bikes and E-scooters would result in reductions to the carbon foot print of ICC along with a number of other benefits.	
Recommendation: Improve the sustainability of the vehicle fleet by replacing petrol/ diesel vehicles with EV or Hybrid alternatives. Purchase a small number of e-bikes and e-scooters to support shorter trips. Creating a shift to a low emissions fleet	

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: Promotion of the heavy rail service could increase the proportion of people commuting to work by train

Currently only 12 respondents (2%) use heavy rail to get to work (factored to the whole population in scope for the move this would be 16 people), however, 54% of employees live within 3 km of a dedicated train station*, suggesting there is potential to increase the number of people commuting to work by train.

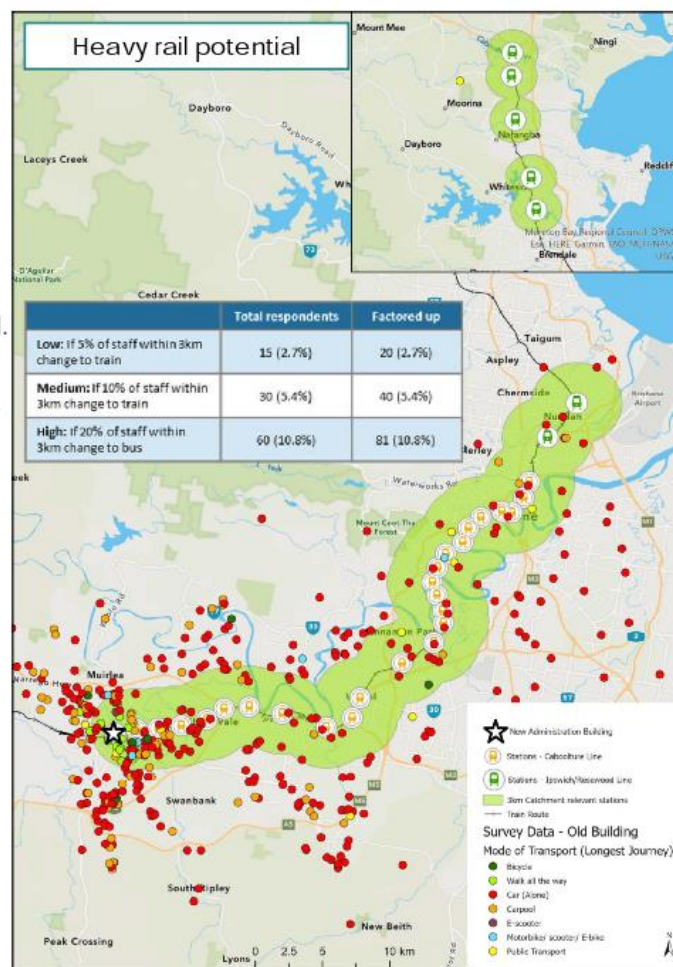
Given that the new Administration building and library is only a 2 minute walk from Ipswich Station, promotion of commuting by train would seem logical.

Comments in the focus group, however, indicated reluctance to use the train due to safety and security concerns around the station, and the fact that the train arrival times did not coincide with working hours.

Promotion of train travel including information packs from Council, links to real-time information, journey planning support etc, would need to go hand in hand with support for flexible working hours.

In addition, the perception of safety and security around and within the station will need to be addressed. There would also need to be a sufficient supply of safe parking at stations to encourage those living further from train stations to park and ride.

Consideration could also be given to some financial incentive or support for people who commuted by train, to address the issue raised of fares being unreasonable for short trips.

**strategic alignment - check**

action: promote use of train for the commute

GWIP goal

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GWIP objectives

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Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.

Reduce carbon emissions and transport related pollution.

Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWIP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: Promotion of rail travel aligns with the sustainability focus but could be argued to be misaligned with the safe and secure focus, given perceptions of the station.

Recommendation: Focus promotion on regular day time trips only. Engage with QR about perception of safety and security. Ensure full commitment to flexible working.

*Ipswich to Rosewood Stations have not been included in the spatial analysis due to the low frequency of services between these two stations (once per hour at peak times).

**The Caboolture line does not service stations between Northgate and Petrie Station and for this reason have not been included in the catchment areas

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: Promotion of local area bus services could increase the proportion of people commuting to work by bus

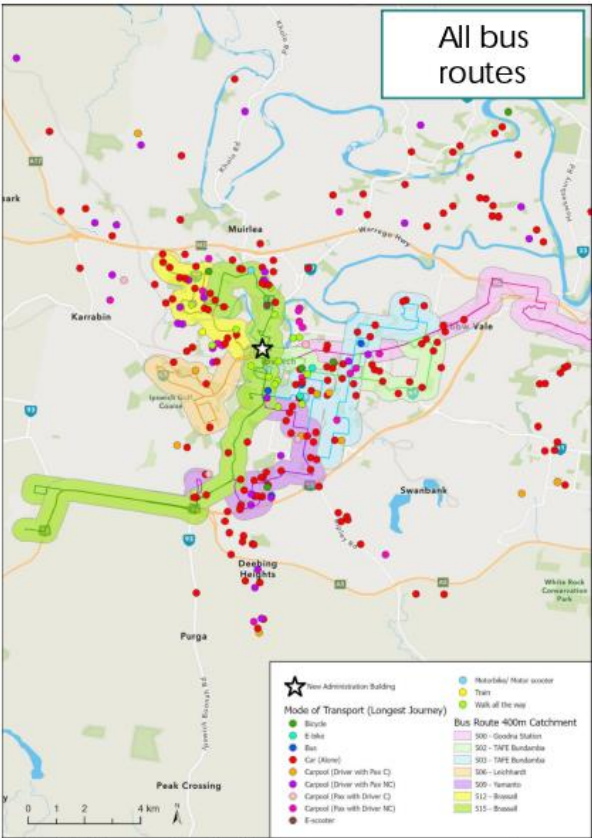
Bus mode share is very low – the travel survey indicates that less than 1% of employees commute to work by bus. The survey results also suggest this is not projected to increase with the relocation, even though the new work locations are within a 2 to 3 minute walk of the Bell Street Interchange bus stops. This is likely to be reflective of the poor journey times of the bus services relative to driving and the low frequencies of all services except the 515.

162 people (218 factored up) live within 400m of a direct route. If 15% of these people choose to use this service, this would equate to 33 extra people. This is considered a top end estimate.

Other than the 515 bus route, very few bus services are seen to be attractive due to low service frequencies. All other routes operate at a maximum frequency of every 30mins during peak times, with most reducing to one service an hour, outside of the peak.

It appears that there is very limited potential to encourage additional bus trips to work at the new admin building, as only 1% indicated they could change their mode to bus. This potential is supported by analysis of bus frequencies and journey times.

Although limited uptake of these bus routes is indicated there is still the potential to encourage some change through an increase awareness about transport services. Providing information about bus services could make it easier for people to travel by bus. This could include timetables, journey planning tools, fare information and real-time updates, which could be provided through information packs or a central webpage.



strategic alignment - check

action: promote local area bus services

GWIP goal

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GWIP objectives

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Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWIP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: This action is not at odds with the strategy, but it does not perform well against the objectives given the poor quality of services available.

Recommendation: Provide information about bus services, including links to real-time information and journey planning tools.

Hypothesis: Implementation of a Park N Ride for the 515 bus route could increase the number of people commuting to work by bus

Bus mode share is very low – the travel survey indicating that less than 1% of employees commute to work by bus. The survey results also suggest this is not projected to increase with the relocation, even though the new work locations are within a 2 to 3 minute walk of the Bell Street Interchange bus stops. This is likely to be reflective of the poor journey times of the bus services relative to driving and the low frequencies of all services except the 515.

Spatial analysis of the 515 bus service suggests there is limited potential to increase use by employees given the current pattern of home locations.

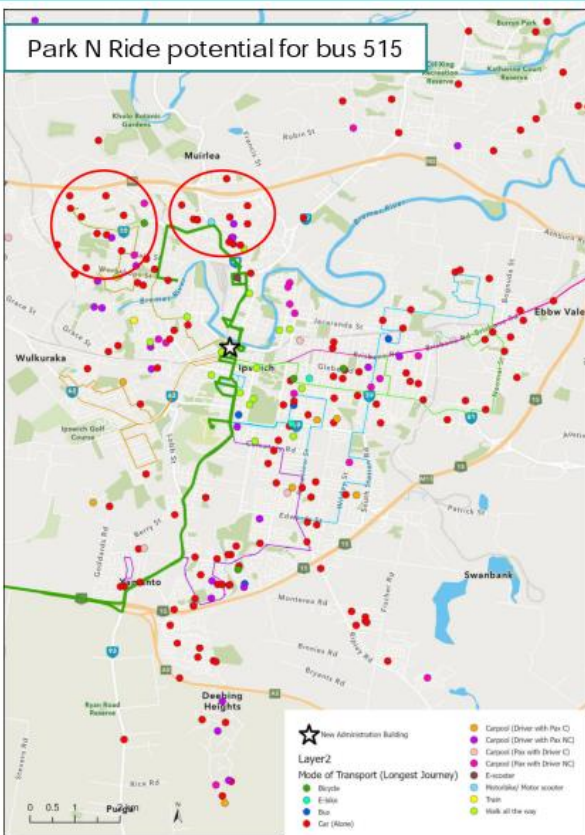
The poor journey time and frequency of the other bus routes is such that no transfer is anticipated, irrespective of promotion of the services.

33 people (44 factored up) live within 400m of 515 route.
If 5% of people use the service, that equates to 2 people.

There is potential to organise two Park n Ride sites that would connect employees to the regular 515 bus service, by allowing them to park and walk to the closest bus stop. The route runs every 15 minutes around the North of Ipswich and drops passengers off outside, so is a good travel option to the new building.

Within the two targeted areas (red), there is around 30 respondents (40 factored up) that could potentially benefit from this system being implemented.

Based on the numbers of people in close proximity, promotion of improved pricing and frequency could well prove to be effective.



strategic alignment - check

action: provide holistic travel information packs and central intranet page for all employees

GWTP goal

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GWTP objectives

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Reduce carbon emissions and transport related pollution.

Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: This action is not at odds with the strategy, but it does not perform well against the objectives given the poor quality of services available.

Recommendation: As a Park N Ride service shows limited viability it is recommended ICC instead monitor patronage of the 515 service and consider future improvements to service frequency or routes.

Step 4: design a package of initiatives. Exploring opportunities – physical mobility

Hypothesis: Providing employees with holistic information about sustainable working at Council will empower them to make informed decisions about their travel.

A long history of research has concluded that travel behaviour change does not result from people being presented with information about different ways of travelling; rather demand for information services derives from people wishing to (re)consider their travel. In other words, people come up with changes that suit their lifestyles. This is a subtle but fundamentally important finding, which requires travel behaviour change to underpin GWTPs in order to achieve longevity of change.

Although providing information will not directly generate behaviour change, having holistic information about all travel options, framed in the context of the GWTP, will enable respondents who considering changing their behaviour to make informed decisions. If employees do not know about a particular travel option they cannot consider travelling in that way.

Bringing information about all the travel options together in a single location online, or even in a hard copy pack or booklet, makes it easier for employees to learn about and understand their travel options, and potentially change how they travel. It also provides an opportunity to set the context for travel, incorporating a focus on improving the quality of life for employees, the community and leading the way in sustainable workplace practices.

A central intranet site should be established which houses all of the information about employee's travel and transport options. This should be structured to show key messages about various areas of the GWTP, travel and access, with access to more detailed information if employees wish to explore certain areas.

It is important that the information provided to employees considers the journey as a whole instead of just the individual parts. This may for example involve a journey planning section which enables employees to select the modes of transport they may need to use for a journey. Information about each mode, and the links between them could then be provided. Some of these links may not yet be present, providing an opportunity to look towards how travel may be undertaken in the future. Such as Mobility as a Service (MaaS) type packages where multiple legs of a journey are connected through a single service provider. For example catching a train, then using an on-demand e-scooter with a single charge through an application. Taking a similar approach by providing information about the whole of an employee's travel (or travel options) may help to further encourage behaviour change.

strategic alignment - check

action: provide holistic travel information packs and central intranet page for all employees

GWTP goal

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GWTP objectives

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GWTP strategy

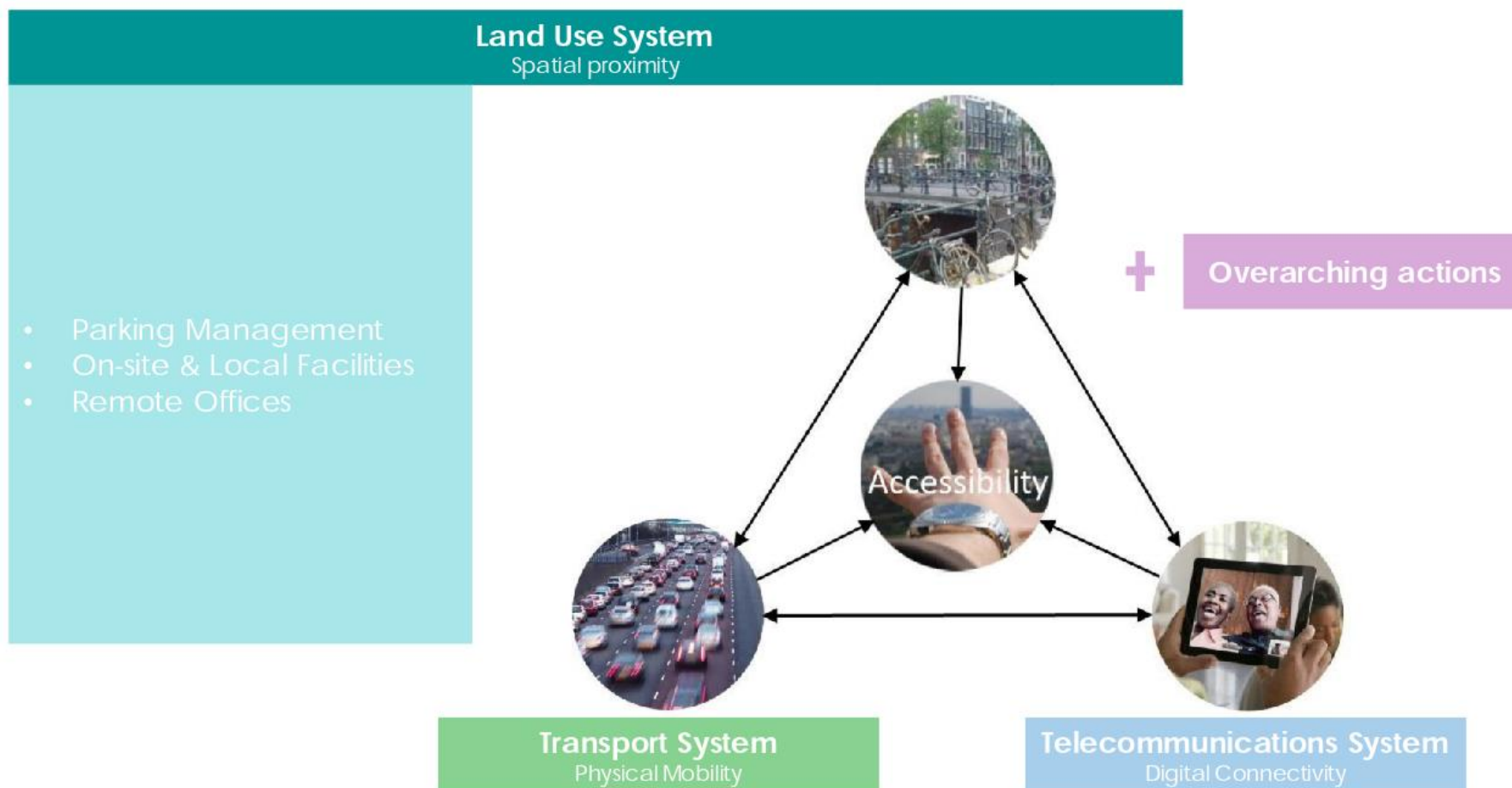
Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: If employees have information about all their travel options they are empowered to make an informed decision about how they travel. This does not mean employees will change, but makes it easier for people who can, to change.

Recommendation: Provide holistic information to employees, including both information packs and a central webpage. See appendix K for more information.

Step 4: design a package of initiatives. **Exploring opportunities – spatial proximity**

Land Use System – spatial proximity



Step 4: design a package of initiatives. Exploring opportunities – spatial proximity

Hypothesis: Ensuring availability of parking spaces close to work for those who need them by encouraging and supporting employees, that can, to park further from work.

The majority of employees are intending to continue to drive to work after the relocation, with a strong preference for free parking (70% employees), even when they are time limited; and as close as possible to their workplace.

Best practice suggests workplace parking management should be focused on ensuring those who need to drive to work can do so, whilst encouraging those who have reasonable alternatives to use those reasonable alternatives.

It is recognised that there is not enough parking within 500m of the new office location to accommodate employees driving, and that there is currently a limited number of reasonable alternatives for employees to use to travel. To support access to parking spaces near to work for those who may need to park close by, employees who can, should be encouraged and supported to park further away from the office. Given the climate and topography in Queensland additional initiatives would be required to encourage and support employees to park further than 500m away from the office. These could include prioritising parking for certain groups; promoting off-street parking; satellite parking; shuttle services; micro-mobility connections; and/or, improved end of trip facilities.

There are four off-street parking areas within 500m and another two within 1000m. There are three more off-street parking areas beyond 1000m.



It is important that the provision and use of parking aligns with IGO. As the new office is located in, and bordered by parking zones which do not support long-stay parking employees will need to be supported to access the office when parking in other areas.

Encouraging and supporting employees to park further from the office location reduces the demand for parking in the CBD, providing greater access for employees, visitors or deliveries that need to park close to the office.

strategic alignment - check

action: provide holistic travel information packs and central intranet page for all employees

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Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: Focussing on parking is essential. Balancing this focus with the sustainability and environmental objective will be challenging.

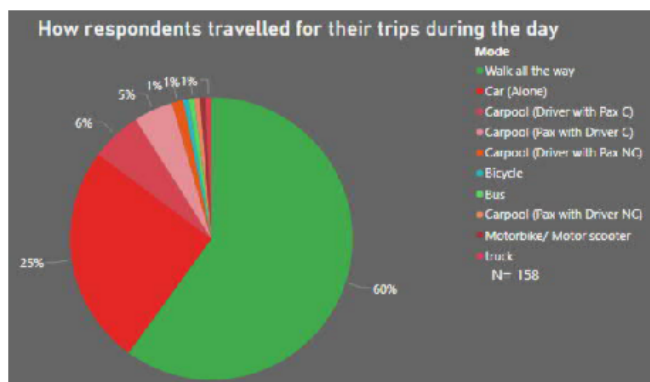
Recommendation: Proactively manage parking, prioritising different users, providing access for those who need to drive. See appendix K for more information.

Step 4: design a package of initiatives. Exploring opportunities – spatial proximity

Hypothesis: Provision of enhanced access to on-site or local amenities and facilities could reduce the need for people to drive to work, and reduce the carbon impact of trips undertaken during the working day.

Approximately 30% of respondents, who travelled to work on the day of the survey, made trips during the course of the day.

Of these trips during the day, 63% were personal trips, whilst 37% were work related. Work related trips may be reduced somewhat via virtual meetings, such as Microsoft teams meetings, but certain role specific actions may still require travel during the course of the day.



Despite very high use of the car to travel to and from work, the majority of trips made during the day were walking trips (60%). Approximately 35% of trips were made using the car, either alone or carpooling. This would indicate that a large amount of trips are made to locations nearby, preventing the need to travel using a private vehicle.

Personal trips were predominantly for shopping/ groceries or restaurants/ cafes. Providing access to on-site facilities or promoting local facilities (within 500m walk distances) may help to further reduce the number of trips made by car during the day. This could include running discounts or vouchers with local cafes/ restaurants, grocery stores etc.

In addition, approximately 60 respondents indicated that they travel in the way they do because they need to make business or personal trips during the course of the day. All 60 of these respondents travel to work using a car. This indicates that there is a small potential to reduce the number of people traveling to work by car by providing enhanced access to on-site or local facilities, so these respondents don't need their car during the course of the day to travel off-site, and therefore may not need to travel by car to work.

A large proportion of respondents also indicated that pick up/ drop off commitments are one of the reasons they travel to work by car. Depending on the type of pick up/ drop off provide access to or promoting on-site or local facilities such as day-cares may reduce this barrier to other modes, for some employees.

Generating reductions in these vehicle trips can reduce the over carbon emissions portfolio of ICC employees.

strategic alignment - check	
action: provide holistic travel information packs and central intranet page for all employees	
GWTP goal	
To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices	
GWTP objectives	
Ensure employees can access the CBD site safely and securely.	
Improve the health and well being of our employees.	
Ensure employees are treated fairly.	
Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.	
Reduce carbon emissions and transport related pollution.	
Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.	
GWTP strategy	
Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.	
Response: Focussing on parking is essential. Balancing this focus with the sustainability and environmental objective will be challenging.	
Recommendation: Engage with local businesses and facilities to incentivise employees to use local businesses and facilities. Utilise additional off-space available to provide on-site facilities, e.g. restaurant or child care.	

Step 4: design a package of initiatives. Exploring opportunities – spatial proximity

Hypothesis: Establishing remote offices with hot desks may offer a more equitable solution to working from home for some employees

As our world has adjusted to the new working conditions required to manage COVID-19, data has confirmed that working from home is not an option for everyone. Further to this, there is evidence to suggest that many of those who can work from home tend to be in better paid jobs, with home environments supportive of home working, and as such this is not necessarily an equitable option.

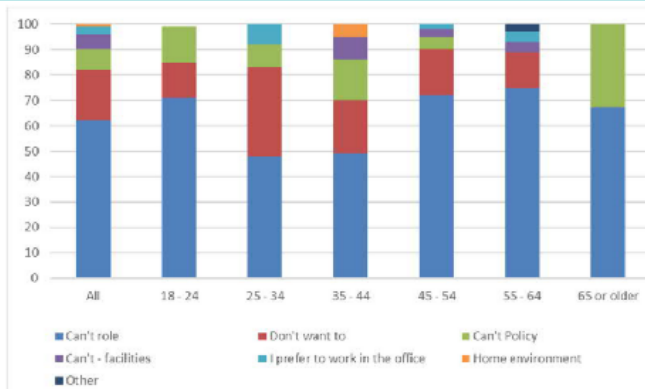
It is important to recognise that working from home is not an option for everyone, and that some do not want to work from home.

Data suggests that 34% of Ipswich employees will not work from home, or are not sure whether they will work from home in the future. Of these respondents, 20% do not want to work from home, equating to approximately 7% of all respondents.

Survey results for the reason why respondents don't think they will work from home in the future are illustrated in the chart opposite. This indicates there is a pronounced age bias in ability and desirability of working from home. Those in the 25 – 34 years age bracket are least interested in working from home, whereas those in the 35 – 44 years age group are unable to because of their home environment.

*Only counts respondents who indicated that they would not work from home in the future or were unsure whether they would. Catchment doesn't consider multiple remote office's being in place.

**1 Nicholas Street has been included, counting respondents within the same walk distance of the office, that has been used to initiate the catchment of each potential remote office location.



There are a number of potential locations for a remote office, with varying potential catchments*.

Potential office location	Potential catchment*
Between Brisbane & Sherwood	34
Springfield	38
Between Yamanto and Flinders View	49
Karalee	14
Rosewood	20
1 Nicholas Street**	82
All	237

Additional investigation into the differences in respondents roles in each age group, and whether this impacts their desire, or ability, to work from home should be undertaken. It may also be useful to consider the role child care may have on working from home.

strategic alignment - check

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Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWTP strategy

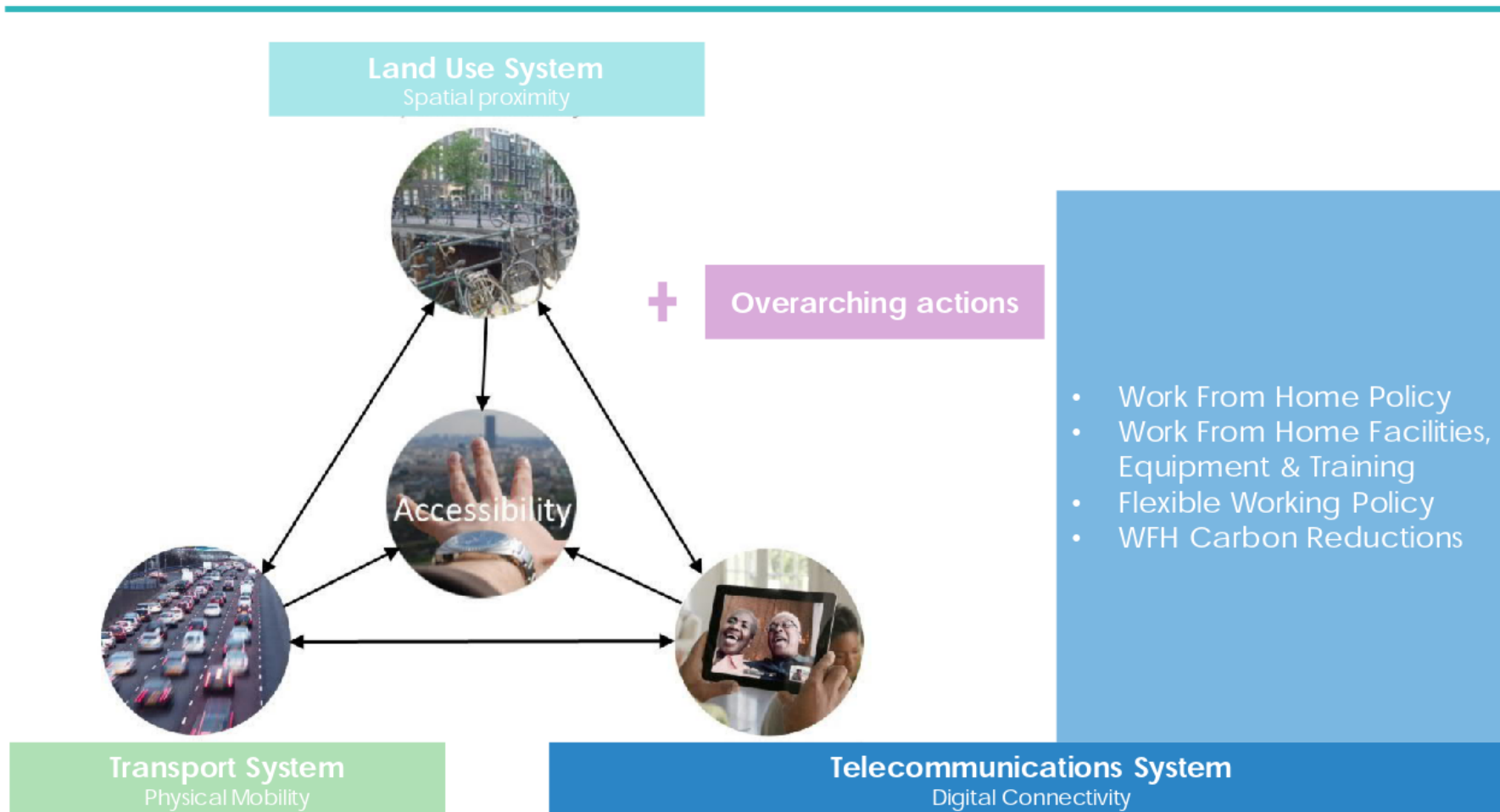
Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: This action is directly focussed on enabling people to work safely, securely, and easily.

Recommendation: Run a survey or series of focus groups to investigate the barriers to working from home. Trial remote offices in 1-2 locations for employees.

Step 4: design a package of initiatives. **Exploring opportunities – digital connectivity**

Telecommunications System – digital connectivity



Step 4: design a package of initiatives. Exploring opportunities – digital connectivity

Hypothesis: Ensuring work from home policies are supported across all of Council will enable employees to work from home

COVID 19 has created significant changes in the way we live, work and travel. It was important to capture potential changes in working from home patterns following COVID 19. Survey results indicate that there has been a significant increase in the proportion of respondents working from home (WFH), along with growing support for WFH with approximately 65% of employees indicating they are open to working from home.

Frequency of working from home	Pre COVID	*Current	**Future
Never	447 (80%)	204 (37%)	113 (20%)
Every now and again	72 (12%)	163 (29%)	146 (26%)
One to two days per week	18 (3%)	90 (16%)	143 (26%)
Two to four days per week	6 (1%)	73 (13%)	54 (10%)
Five or more days per week	13 (2%)	25 (4%)	7 (1%)
Would WFH if it is endorsed	0 (0%)	1 (<1%)	14 (3%)
Can't due to the cost of set up	-	-	1 (<1%)
Not sure	-	-	78 (14%)

The survey results and focus groups also indicated that there is some confusion about, or variations in support for working from home and flexible working practices.

* At the time of the 2020 travel survey. **Following the removal of COVID 19 restrictions (October 2020)

It is important that policies on flexible working are aligned with the goals and key themes of the WTP. It is therefore essential there is a clear policy which is supported consistently across all of council to ensure there is equity for employees. Therefore, a formal flexible/ working from home policy should be developed and communicated to all employees. This should include:

- Clear support for employees to discuss and agree start or finish times with their line manager to enable them to travel differently, support work and life balances etc.
- Clear support for employees to work from home at least one day a week if they would like to.
- Clear support for working from home and start/ finish times to flexible in response to work, travel and life commitments or events that come up, so long as employees are able to complete their work.
- Clear support for the provision of equipment, facilities and training to work from home effectively.

To assist in the consistent application of policy across council an anonymous system should be established which provides employees to identify where certain teams/ managers are not currently supporting the policy.

Employees should consider and coordinate which days they work from home to avoid instances where all employees in one day and nobody in another day.

strategic alignment - check

action: provide holistic travel information packs and central intranet page for all employees

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GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

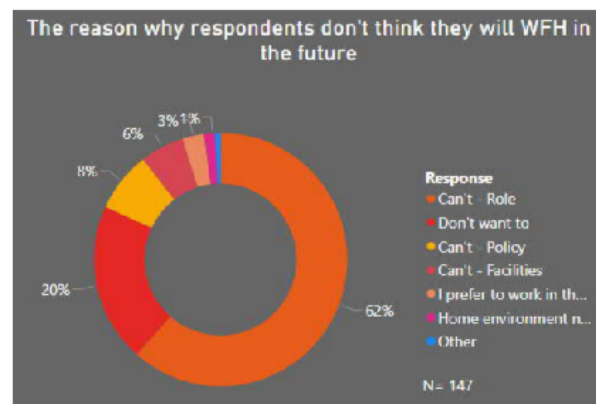
Response: Providing clear policy which is consistently supported across council will empower employees to work from home or flexibly, supporting access, equity and wellbeing.

Recommendation: Implement a formal flexible/ working from home policy which is available for all employees. Encourage consistent support for the policy. Establish an anonymous contact method to identify where policy is not being supported consistently.

Step 4: design a package of initiatives. Exploring opportunities – digital connectivity

Hypothesis: Ensuring employees have the facilities/ equipment, training and tools to work effectively from home or remote offices will improve the efficient access to work.

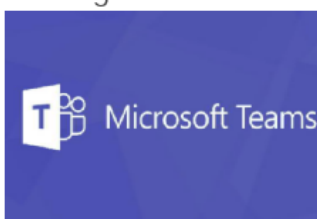
Due to COVID 19 most employees have experienced working from home. Whilst the survey results indicate a high level of support for working from home practices (65%) a small proportion indicated that they are unable to work from home due to the equipment/ facilities they have, or their home environment.



As part of the flexible/ working from home policy there should be support available for employees who do not have the facilities or home environment to be able to work from home. Support to provide an appropriate working environment may be addressed through action 14 (Remote offices). Support to provide facilities to employees may include considerations for a cross-council allowance to purchase a second screen, key board etc which would enable respondents to work from home, or support specifically for those who indicate they cannot currently work from home.

COVID 19 has accelerated the development and uptake of remote working and digital technologies around the globe. The development of these technologies provide opportunities for employees to continue to work effectively from home. Provide access to and training in a number of these remote working or digital tools provides greater equity in the ability to access and complete work, for employees that may choose to work from home.

Applications such as Microsoft Teams is now standard within most Microsoft packages, with an effective free version also available. Providing access to and training in this application, or similar applications in the future, is essential to enable employees to continue to collaborate when working from home.



There is also a number of purpose specific technologies which training could be made available for, for all, or appropriate employees.

It is important to recognise that this is also new territory for managers. Therefore, training should also be made available to support managers to be able to effectively manage their teams and support their employees as they work from home. Support for managers was raised in the employee travel survey, focus groups and behavioural workshops.

strategic alignment - check

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Response: Providing appropriate facilities/ equipment along with tools and training to support working from home will enable employees to work efficiently from home, supporting the equity of access to work for those who choose to work from home.

Recommendation: Run a survey or focus groups to investigate barriers to working from home. Provide access to and training in digital technologies.

Step 4: design a package of initiatives. Exploring opportunities – digital connectivity

Hypothesis: Supporting flexible working hours will help to spread peak arrival and departure times, and support employees to travel by alternative modes.

At present there are clear am and pm arrival and departure peaks where the majority of ICC employees travel to and from work. During both of the 1 hour periods over 70% of employees arrive or leave the office.

Time	Arrival	Departure
7 – 8am	402 (73%)	-
4 – 5pm	4 (>1%)	404 (73%)

Supporting flexible working practices can help to spread this significant peak. Although at present there aren't significant congestion issues at peak times, this can help to reduce the likelihood of this occurring in the future.

Although at present there is a very low proportion of respondents who catch public transport, the focus groups indicated that there are a number of employees that would like to catch public transport if they could. The focus groups also indicated that a potential barrier to catching public transport, particularly rail services is the start and finish times they are contracted to. This is because they do not align with public transport services. Encouraging flexible working practices, consistently across council, through a flexible/working from home policy would support employees to start or finish slightly earlier or later to connect with public transport services.

Providing greater flexibility in employees start and finish times should also encompass acceptance the travel (via any mode) may be disrupted or take longer than planned. Therefore, where employees arrive later than expected due to disruptions/ delay they shall not be penalised, as this will discourage travel via those modes of travel.

Supporting flexible working provides employees greater freedom when planning their travel to and from work, particularly for the use of public transport services which have set schedules, not set up to service ICC contracted hours. This supports employees to potentially shift from private vehicle travel to public transport services. To support flexible working, the core hours of ICC contracted employees should be reviewed.

Flexible working hours can also support the uptake of carpooling, as a key barrier is often coordinating arrival and departure times between passengers and drivers. If flexible working is supported this would enable employees to finish earlier or later if a person they are carpooling within needed to travel earlier or later than usual.

As an additional benefit flexible working can provide wellbeing benefits for employees. Having greater flexibility in when employees start of finish work give them the opportunity to adjust their working day around other life commitments.

strategic alignment - check

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GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: Supporting flexible working practices has the potential to encourage mode shift away from private vehicle travel. It also has additional wellbeing benefits through flexible around other life commitments.

Recommendation: Implement a formal flexible/working from home policy which is available for all employees. Encourage consistent support for the policy.

Step 4: design a package of initiatives. Exploring opportunities – digital connectivity

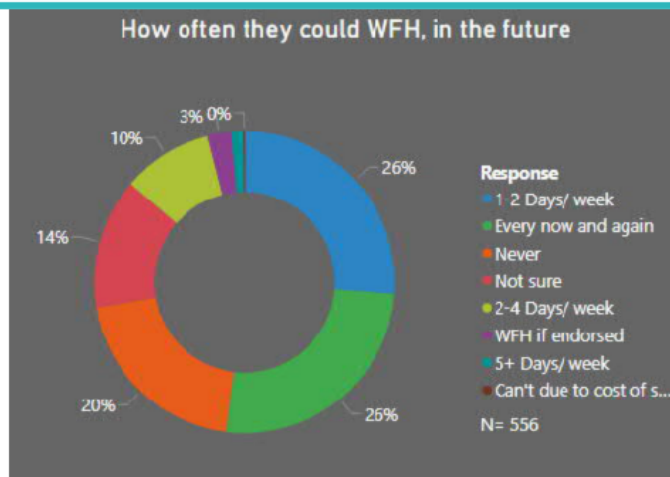
Hypothesis: Supporting work from home practices will reduce the carbon footprint of Ipswich City Council.

Council has a large proportion of respondents driving by car alone, with a number travelling long distances to get to work. This is generating a large carbon footprint with 630 tonnes of CO₂ emitted annually.

Without additional actions and inputs through the GWTP, the move alone is set to reduce ICC's annual carbon footprint to 581.8 tonnes, a decrease of almost 8%. This is driven by an indicated 2% decrease in car trips alone, along with approximate 3% increase in active modes. This reduces annual CO₂ emissions by over 48 tonnes.

This illustrates the significant decreases in CO₂ emissions reductions in vehicle trips can make. Encouraging employees to work from home removes a trip entirely, resulting in no CO₂ emission. The survey results indicated that employees are supportive of working from home with 65% indicated they could work from home in the future. This provides an opportunity to reduce CO₂ emissions.

Using employees responses to the travel survey regarding how often they could work from home in the future, an average working from home scenario was able to be calculated. This is the same as Scenario B, used in a number of the Land Use System actions. This calculation estimates that employees, on average will work from home 1.5 days per week.



If employees worked from home 1.5 days per week the following reductions in CO₂ emissions would be achieved:

- Over 4,000 less kilometres travelled by employees each day.
- Almost 0.7 less tonnes of CO₂ emitted each day.
- Approximately 115 less tonnes of CO₂ emitted each year.

Encouraging respondents to work from home could therefore reduce Council's CO₂ emissions by almost 20% if all employees worked from home an average of 1.5 days per week. It is important that encouragement of working from practices recognises that certain employees may not want to work from home, and should receive equal support to access and work effectively.

strategic alignment - check

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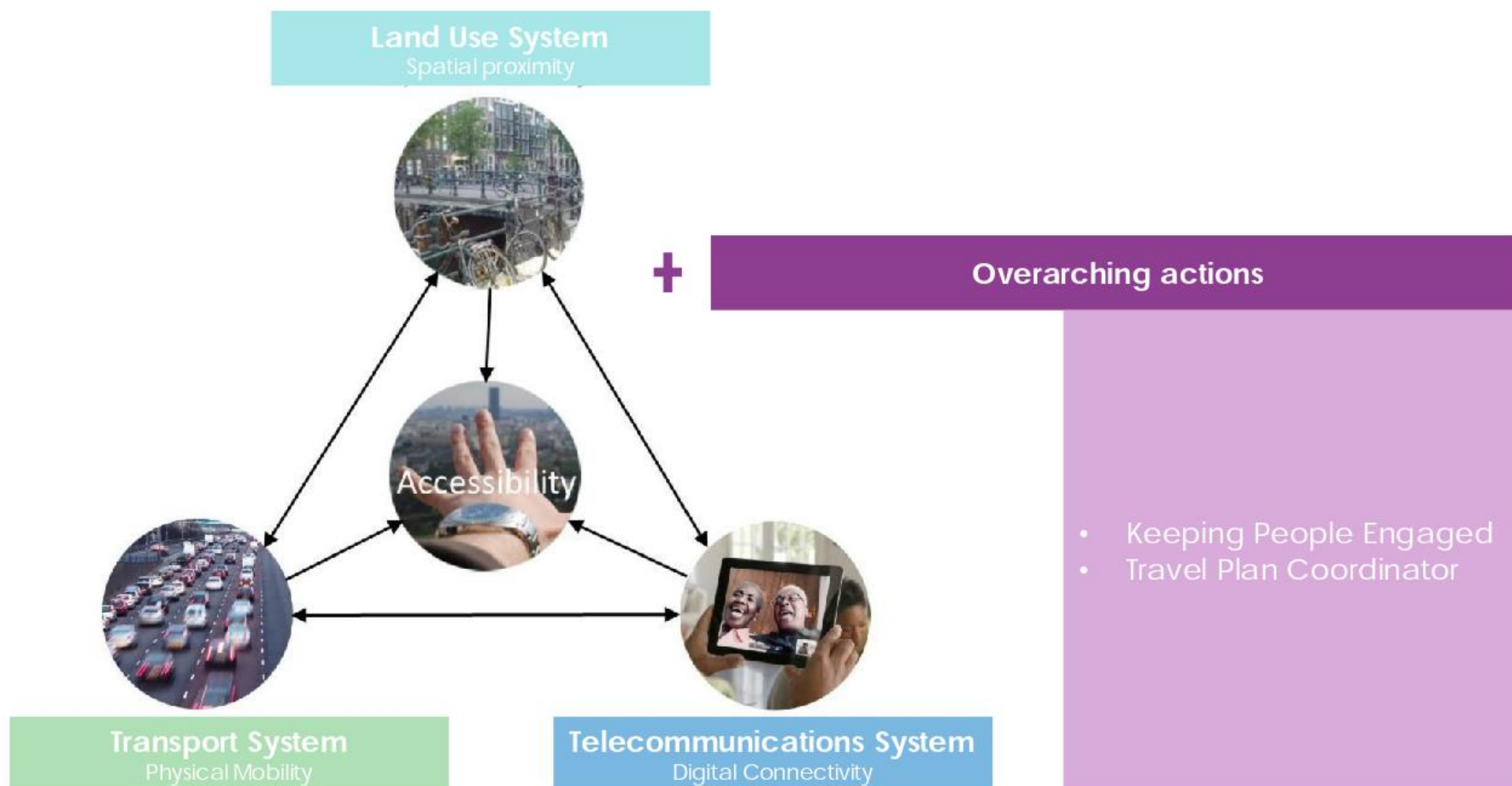
Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: Supporting work from home practices has the potential to significantly reduce total CO₂ emissions.

Recommendation: Encourage and support working from home practices. Support employees who may not want to, or be unable to work from home to ensure equity of access.

Step 4: design a package of initiatives. **Exploring opportunities – overarching actions**

Overarching actions



Step 4: design a package of initiatives. Exploring opportunities – overarching actions

Hypothesis: Continuing to engage employees will support the success of the GWTP.

GWTPs are all about impacting people's travel habits and encouraging and facilitating changes in travel behaviour.

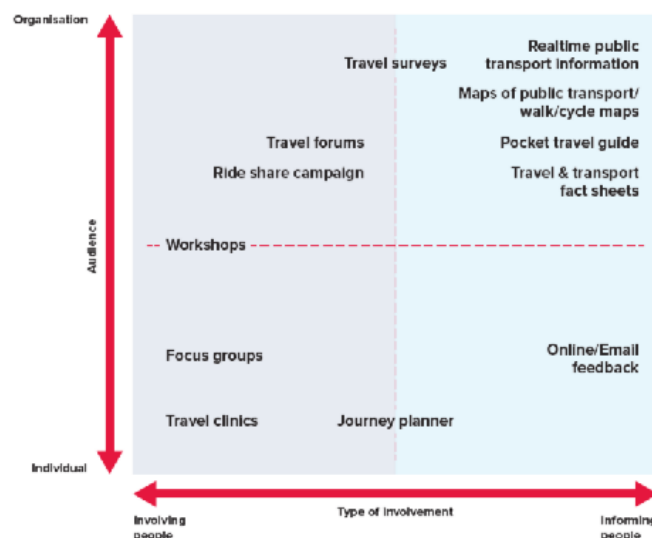
An awareness raising and marketing strategy which addresses the 'What's in it for me' question can play a critical role in convincing people to make changes to the way they travel.

Therefore, keeping people engaged sits at the heart of developing and implementing a successful GWTP. Engagement must be ongoing throughout the life of the GWTP, with people engaged at every step in the process.

Branding these communications and ensuring consistency of messaging can also help maintain successful ongoing engagement.

The development of the GWTP has been a highly collaborative process, involving key representatives and the wider business through a number of steps from the goal setting workshop, travel survey, focus groups, behavioural workshops and intranet communications.

It is important to ensure the wider business continues to be engaged with through a number of engagement measures to improve awareness, support for and uptake of the GWTP and its package of initiatives.



Continued engagement should focus on the following six key initiatives, selected appropriate engagement initiatives (above) to support this engagement.

- Inform about what is happening.
- Encourage participation at all stages in the process.
- Actively engage in what could be included in the GWTP.
- Empower with information about travel options.
- Consult on what you decide to do.
- Feedback on progress.

strategic alignment - check

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GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focussed on access, enabling people to work safely, securely and easily.

Response: Supporting work from home practices has the potential to significantly reduce total CO2 emissions.

Recommendation: Continue to engage with all ICC employees with consistent, on-going information across the six focus areas, using a range of engagement initiatives.

Step 4: design a package of initiatives. Exploring opportunities – overarching actions

Hypothesis: Establishing a GWTP Coordinator will ensure the successful implementation of the GWTP.

The GWTP is designed to be a live document which continues to be implemented, monitored, reviewed and refined to deliver the goal. To ensure the GWTP is a success, a GWTP Travel Coordinator should be identified who will be responsible for the coordination and delivery of the GWTP on a daily basis. The Coordinator would have a number of key roles, which would be supported by a number of desirable skills.

Role Description	Desirable Skills
Responsible for day to day management of GWTP.	Well organised, ability to work independently and manage a project with minimal supervision.
Liaison with internal and external stakeholders to ensure effective implementation.	Excellent communication and inter-personal skills, confident dealing with senior internal and external stakeholder.
Oversee the travel survey, site and policy assessment audits, and responsible for monitoring, tracking and reporting on progress.	Good numeracy skills and ability to interpret data.
Oversee engagement and marketing, and key point of contact for GWTP.	Understanding of marketing and how to change people's behaviour.
Coordinate development and design of GWTP.	Willing to be a 'champion' for the GWTP.

It is desirable to have a coordinator who has an appreciation for future technologies and mobilities, and emerging developments across all arms of the triple access system. They must also be highly personable and good with numbers. It would be an added benefit if such a person was already an ICC employee with connections across the organisation. This will aid them in their ability to communicate across ICC.

During the development of the GWTP a number of engagement exercises were undertaken. This enabled a number of champions to be identified who are supportive of the GWTP. The champions may be able to support the Coordinator in the delivery of the GWTP and implementation of specific initiatives. Support from champions help the GWTP coordinator to continue focus on the coordination of the plan and identification of future opportunities to deliver behaviour change. In addition their involvement in the behaviour change workshops means that they have the potential act as change agents, journey planning support or good news stories.

Whilst these champions may act as additional support, it is important that there is a central coordinator, who has a dedicated role in the delivery of the GWTP.

The following slide details a number of roles the GWTP Coordinator may need to perform.

Example job descriptions are provided in appendix I.

strategic alignment - check

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GWTP strategy

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Response: A GWTP Coordinator role would provide a central resource to support the implementation of the GWTP.

Recommendation: Establish a GWTP coordinator role with clear responsibilities for the delivery of the plan, with support from identified champions.

G. Principles of monitoring and evaluation (M&E)



Monitoring and evaluation

Monitoring and Evaluation (M&E) is crucial to understanding the success of the GWTP and enabling refinement of the actions.

A M&E framework is crucial to:

- determine whether individual actions and the overall plan are delivering the outcomes intended;
- enable refinement of the actions and guidance delivered; and
- ensure resources are used in a manner that maximises value

There are three key principles which guide M&E, the three Ps.

- **Proportionality:** To utilise the most efficient approach available to ensure the effort or resource involved is appropriate to the results received. Always look to utilise existing data sources to provide contextual information for interpreting outcomes or assessing unintended effects.
- **Partnership:** Collaborate with other teams and departments where applicable to align with M&E in place, share data and resources to maximise efficiency. It is important that this is undertaken where appropriate with careful consideration to ensure the M&E framework developed is not guided by the desire to utilise an existing workstream at the sacrifice of acquiring the most appropriate information.
- **Prioritise:** Identify the evidence gaps and prioritise which are most important to focus M&E and to generate an evidence base which addresses these important gaps. Whilst it may be ideal to gather information about everything, the additional cost of doing so must be weighed against the added robustness or value this provides and prioritised accordingly.

There are a number of key considerations for KPIs, data, target setting, data capture when developing the M&E framework.

KPIs	Data	Target Setting	Data Capture
Compatible with objectives, showing direct contribution to objectives.	Use existing data where available. Additional data if real value added.	Bottom-up – developing from baseline data collection. Top-down – use baseline to benchmark against comparable peers.	Existing or bespoke data capture. Random questionnaire surveys of households
Should include mix of different types of KPIs, with emphasis on outcome KPIs.	Collect control data from comparable population(s).	Beneficial to have some short term, quick win targets.	Potential for GPS probes or 'crowd-sourced' data to be used (e.g. Google).
Needs mix of qualitative and quantitative.	Baseline data needed before interventions start.	Should be challenging but achievable.	Counts on key corridors (includes PT ticket data).
Understandable by shareholders, public etc.	Should provide time-series data with multiple data points, collected in consistent and comparable fashion.	Targets should be SMART.	Person-km by mode preferred to trips by mode.
Must be sufficiently sensitive to detect changes of the level and scope expected.			
Developed with stakeholders			

H. Key Performance Indicator principles



Item 5 / Attachment 1.

Agree what you want to achieve

Key Performance Indicators

Within the GWTP a number of actions were investigated and found to not be viable under the current conditions. It is important that these initiatives continue to be monitored through the life of the WTP to be considered for future implementation.

Theme	Action to monitor	Area to monitor	Timing
Transport System	Promote the use of local bus services	Other than the 515 bus route, very few bus services are seen to be attractive due to low service frequencies. In consideration of efficient spending, information about bus services should be provided in information packs to encourage uptake.	On-going
Transport System	Monitor improvements to cycling infrastructure and encourage the use of bikes as viability improves	Opportunities to bike to work are currently limited due to the topography and climate of Ipswich, along with a lack of support infrastructure near the office. In consideration of efficient spending, information about EOTF should be provided to encourage uptake of cycling, and improvements to infrastructure should be monitored, to identify future opportunities to promote riding to work.	On-going
Transport System	Continue to observe 515 patronage to consider future service improvements	A Park N Ride service shows limited viability due to the low potential catchment and, significant implementation and operational costs. It is recommended ICC instead monitor patronage of the 515 service and consider future improvements to service frequency or routes if sufficient patronage is demonstrated to justify expenditure.	On-going

I. Travel Plan Coordinator job description



The role of a GWTP coordinator

Implementing GWTP initiatives

The GWTP will include a package of initiatives that have been designed to encourage sustainable travel. The GWTP Coordinator will be responsible for implementing or overseeing the implementation of these initiatives. For example, they may be responsible for implementing a carpool match up programme etc. They also be responsible for overseeing the implementation of initiatives such as the installation of cycle parking etc.

Liaising with employees, visitors and customers, and promoting sustainable travel

The GWTP Coordinator will be responsible for all matters relating to the promotion of sustainable travel to employees, visitors and customers of the new Administration Building. This may for example include the preparation and distribution of sustainable travel information, personal journey planning support etc. It will include planning and running any promotional events like national ride to work day.

Liaising with stakeholders, including the Local Planning and Transport Authorities

As part of a GWTP there be a number of initiatives which require input or support from other authorities. This may include State or local Government, as well as other planning or transport authorities.

The GWTP coordinator will be responsible for engaging with these stakeholders if and where necessary to support specific initiatives within the GWTP. E.g. Engaging with Translink to support encouraging employees to use heavy rail or specific bus services.

The GWTP Coordinator will also need to liaise with other interested parties as part of their role, which can include sharing ideas with other businesses or councils to encourage more sustainable travel behaviour in other areas.

Monitoring the effectiveness of the GWTP

To monitor the effectiveness of a GWTP it is necessary to undertake regular surveys of employee travel behaviour, and compare it to previous years.

The GWTP will also include a Monitoring & Evaluation Plan which may include directions for additional elements which need to be monitored, by the GWTP coordinator, over time.

Reviewing the GWTP and preparing Action Plans

It is necessary to undertake regular reviews of the GWTP, usually on an annual basis. These reviews will investigate the progress the GWTP is making against the KPIs, objectives and goal identified with the plan. This review is intended to guide changes and adaptations to the plan overtime in response to changes seen in travel behaviour, external conditions or progress towards the goal.

Tailored Example job description – Green Workplace Travel Plan Coordinator

Green Workplace Travel Plan Coordinator

Position Summary

Transport is one of the hottest agenda issues of the day. Developing and implementing cutting edge solutions is one of the biggest challenges for professionals, ~~government~~ and businesses. This position offers a unique opportunity to work at the forefront of sustainable transport planning, on practical and effective solutions that will contribute to combating local as well as global transport issues.

Ipswich City Council is re-locating over 800 employees to a new site in the centre of Ipswich with restricted car parking spaces. Travel and transport issues are of concern to staff, and the role of the Green Workplace Travel Plan Coordinator is essential to the successful re-location and ongoing operation of the building.

The Green Workplace Travel Plan Coordinator is responsible for implementing the Ipswich Green Workplace Travel Plan - a package of highly innovative and sustainable solutions designed around access. Designed according to latest international best practice, the vision of the Plan is to improve the quality of life for our employees and our community, leading the way in sustainable workplace ~~practices~~.

You must be interested in today's travel challenges and ~~opportunities~~, however previous travel plan experience is not essential. More important will be your ability to communicate effectively with employees, senior ~~management~~ and external stakeholders.

You must be able to plan effectively, to time and to budget, and have excellent organisational and prioritising skills. In addition, it is essential that you are confident in collecting and analysing numerical data. Regular monitoring and reporting on the impact of the travel plan will form a key part of the job.

This is a great opportunity to develop skills in the practical application of sustainable travel planning – initiatives that are rapidly gaining acceptance worldwide as essential tools to help combat global climate change as well as contribute to improvements in the local community.

Training, ~~guidance~~ and support will be provided.

Key Accountabilities/Major Areas of Responsibilities

The Green Workplace Travel Plan Coordinator will be responsible for:

- Promoting and further developing the travel plan initiatives, including <<INSERT>>
- Maintaining the information about the Green Workplace Travel Plan on the Intranet – to ensure information is current, advice and recommendations are reasonable and practical, and the needs of all employees are reflected.
- Maintaining, updating and as necessary re-assessing the car pool scheme to ensure maximum uptake.
- Responding to (and monitoring) all GWTP related feedback.
- Presenting to employees at all levels on GWTP issues.
- Working closely with the Internal Communications team to develop promotional material and communications as appropriate.
- Ensuring transparency in the GWTP process – liaising closely with Internal Communications to ensure all necessary information is provided in a timely manner to employees.
- Monitoring journey to work travel patterns of staff, including undertaking the annual employee travel survey & reporting on the results.
- Monitoring and reviewing the GWTP initiatives to ensure key milestones and deliverables are met according to agreed timeframes and parameters.
- Involving expert consultants as necessary to provide detailed technical advice.
- Working closely with those responsible for car parking to ensure management car parking fits the objectives of the GWTP.
- Liaison with transport providers and other external stakeholders to promote awareness of the GWTP and negotiate for cooperation with GWTP measures as appropriate.
- Evaluating (and recommending on) any opportunities for area wide partnerships e.g. car pooling programmes, Demand Responsive Transport.
- Evaluating (and recommending on) and managing any opportunities to take part in national/state travel events e.g. national Walk to Work day.

- Monitoring and reacting to State and Federal transport policy and working with the Corporate Affairs Manager to coordinate advocacy where appropriate.

Key Challenges/Problem Solving

The Green Workplace Travel Coordinator requires the ability to:

- Establish and maintain effective relationships with a range of people, including senior management, in a manner that gives confidence in the travel plan.
- Deal with travel, ~~transport~~ and access issues professionally, sensitively, quickly and efficiently to ensure the GWTP is respected across Council.
- Manage expectations and competing demands of various stakeholders.
- Keep up-to-date with national and local issues that impact on travel.
- Conduct robust analyses of data for presentation to key stakeholders to inform monitoring and review process.

Qualifications/Experience/Knowledge

Essential

- Tertiary qualification with good numerical and communication skills.
- At least three year's experience in an area related to marketing, market research, public relations, business management or transport planning.
- Good presentation and negotiation skills.
- Excellent numerical and analytical skills.
- Proven ability to prioritise and manage a substantial workload.
- Ability to work and take decisions independently as well as within the broader team responsible for the GWTP.

Desirable

- Knowledge of Ipswich organisation and processes.
- Appreciation of travel and transport issues associated with the relocation.
- Knowledge and understanding of sustainability issues.
- Knowledge and understanding of travel behaviour.

Professional skills

- Excellent written and spoken communication skills.
- Computer literate and internet savvy.
- Market research – survey and focus group design, analysis and reporting.
- Spreadsheet analysis.
- Ability to influence decisions and outcomes.
- Monitor and identify issues, and implement actions, to protect the company and promote the travel plan.
- The ability to assess and balance commercial and sustainability imperatives.
- Appreciation of the opportunities and constraints of the private sector.

Behavioural Competencies

- Highly motivated with strong initiative.
- Proactive and forward thinking.
- Considered and balanced judgement.
- Works well in a team environment.
- Communicates clearly, ~~effectively~~ and persuasively – to internal and external clients.
- Self directing with flexibility to adjust to changes in priorities and business directions.

Word Document
version available

Example job description (1)

WTP Coordinator Role

Key Accountabilities/Major Areas of Responsibilities

- Developing strategic plans to shape & drive the direction of the Travel Plan
- Prioritising initiatives into yearly plans, with deliverables and milestones
- Preparation and review of the Annual Report
- Presentation to the wider business
- Developing a monitoring framework for the
- Attracting and maintaining membership
- Managing the overall performance of the plan
- Promoting and marketing the plan
- Evaluation and assessment & selection of initiatives to ensure value for money and good return on investment
- Developing, procuring and implementing transport initiatives
- Responding to queries
- Managing risk
- Management of additional resources/ employees supporting the plan

Essential attributes

- A Tertiary qualification
- A minimum of 8 years working in TDM
- Experience with car park management, car pooling, car sharing, promotion of active transport
- Appreciation of travel behaviour change strategies
- Knowledge of innovative transport management approaches
- In depth understanding of Transport Management Associations
- A proven record in managing and achieving transport change
- A strategic thinker
- Excellent numerical and analytical skills
- Excellent stakeholder engagement skills
- Proven marketing and communication capabilities
- Proven ability to prioritise and manage a substantial workload
- Ability to work and take decisions independently

Desirable attributes

- Experience in public relations
- Experience in financial management – reporting and analysis
- Working on other workplace travel plans
- Relevant working experience in Queensland

Sundero

Role title: Senior Travel Plan Coordinator

Salary range: £27 30,000

Part time role: 32 hours per week

Take a lead role in the development, implementation and ongoing management of travel plans and their associated initiatives, specifically at GSK House (Brentford), Stockley Park and Weybridge but providing support for the same activities at the UK R&D sites (in Hertfordshire).

1. Devise and implement initiatives for reducing dependence on car travel

Devise and periodically run relevant promotional activities including road shows and advertisement campaigns, utilising internal travel planning brand

Manage the car sharing system, acting as liaison between the provider and customers.

Liaise with other parts of the GSK business to work together towards common goals, share good practice and promote consistency.

2. Liaise with third party organisations, to get their support in promoting use of alternative modes and raise the profile of GSK's activities in travel planning.

3. Establish and maintain close relationships with both local and county councils and in particular with the designated planning officer responsible for travel planning

4. Constantly challenge all aspects of the travel plans and their associated initiatives to ensure they remain relevant and illustrate GSK's proactive attitude to minimising the impact of business travel on local communities and the environment generally.

Mott MacDonald

Example job description (2)

Travel Plan Coordinator (TPC)

ABOUT THE TRAVEL PLAN COORDINATOR

In order to achieve or exceed the Travel Plan targets, it is necessary to hire a Travel Plan Coordinator. The Travel Plan Coordinator implements and manages the Travel Plan, introduces initiatives aimed to encourage sustainable travel, and promotes them internally. The Travel Plan Coordinator also monitors the Travel Plan effectiveness and liaises with the Local Authority on its success. For large developments it is also advisable to set up a Travel Plan Steering Group, which would further promote Travel Plan.

The role of the Travel Plan Coordinator is specific to each individual development and is set out within an approved Travel Plan. The Travel Plan needs to be agreed with the Local Planning Authority when required as part of a planning approval. We are experts in developing a Travel Plan in support of a planning application. For more information about Travel Plan Services provided by IPC, please visit [Travel Plans](#) page.

HOW TO CHOOSE SUCCESSFUL TRAVEL PLAN COORDINATOR?

A Travel Plan Coordinator needs to have passion for sustainable transport as the nature of the role is to promote and champion alternatives to the car. Therefore it is vital that the Travel Plan Coordinator leads by example. At Travel Plan Consultants we are passionate about sustainable transport and 50% of our staff currently cycle to work at least once a week. We want to make a difference and have a "can do" attitude.

We have a proven track record as a Travel Plan Coordinator. We have achieved success by meeting the needs of numerous projects and in some cases exceeded the expectations of our clients. Thanks to our negotiation skills, we are able to secure up to 50% discount with local bus operators for season bus tickets and vouchers for bicycles and accessories with local suppliers etc.

At TPC we offer a Personal Travel Planning (PTP) to new occupants at the site to help them explore their transport options. We are available to provide assistance in relation to the way they travel face-to-face, via phone or email. We communicate confidently with individuals or groups of people. For more information about Personal Travel Planning (PTP) please contact us via email at or by phone +44 (0) 20 3289 0091.

DUTIES OF THE TRAVEL PLAN COORDINATOR

Travel Plans are written individually for each development and will vary depending on the development size, site location, local authority planning policy and availability of sustainable transport options etc. Based on the above, the Travel Plan Coordinator role will involve different responsibilities. The Travel Plan Coordinator most common duties are summarised below:

- Raising awareness of sustainable transport
- Development and implementation of the Travel Plan
- Green Travel Voucher Coordination, which includes negotiations with Local Public Transport operators and Cycle Shops to agree discounts for future residents. This TP measure aims to reduce the use of the private car
- Promoting Sustainable Travel events. For example, Walk to Work Week (May), Bike Week (June), Liftshare Week (October)
- Providing Personal Travel Planning advice for anyone requiring transport information
- Monitoring Travel Plan effectiveness via Travel Surveys. TPC gathers information about how resident/ staff / customers currently travel to the development sites and report as required.
- Amend TP Action Plan based on the Travel Survey results to ensure the targets are met.
- Liaising with Local Authority, Developer and Residents / Employees / Visitors in order to successfully implement Travel Plan Actions
- Preparation and implementation of a Car Parking Strategy
- Setting up and coordination of a Dedicated Car Share Scheme

<https://www.travelplanconsultants.com/travel-plan-coordinator>

Appendix 1 - Sample Travel Plan Coordinator Job Description

At _____ organisation, we are strongly committed to being a leader in the area of sustainability. Employee and visitor travel is a key element of this agenda, and _____ organisation wants to ensure that our site remains accessible by sustainable transport for employees, visitors and suppliers alike. We are committed to developing and promoting more sustainable travel choices, from improving cycling facilities, to promoting car-sharing, and providing clear information on alternatives to the car, so that our sustainable travel policy is beneficial to both the local community and our employees, visitors and suppliers alike. To this end, we are looking for a creative, innovative individual, with excellent communication and event/project management skills to manage the _____ organisation Workplace Travel Plan/ Mobility Management Plan.

The successful applicant will liaise with employees, visitors and a wide range of external agencies, including local authorities, transport providers, bike suppliers etc., so the ability to communicate practical transport ideas and promotions is an essential aspect of this post. With up to _____ employees and _____ visitors coming on site every day, finding solutions that appeal to a variety of people offers a considerable challenge.

The successful applicant will be part of a Steering Group made up of the Chief Financial Officer, the Head of Facilities, the Head of Human Resources and a volunteer Green Team. The Steering Group will guide the development and objectives of the Plan and support the Travel Plan Coordinator in implementing and monitoring the plan.

An ability to take ideas from design through to implementation will ideally be complemented with a background in sustainable transport, health promotion or a similar role.

This challenging role offers successful applicants the opportunity to develop specialist skills, and gain experience in a growing field, within the context of a major organisation.

DUTIES AND RESPONSIBILITIES

- To play a senior role in coordinating the _____ Travel Plan
- Setting up, coordinating and attending Steering Groups, Working Groups etc.
- Conducting an employee travel survey and analysis, leading to a development of a travel action plan
- Implementation of the travel plan, with calendarised events over three years
- Designing and implementing effective marketing and awareness-raising campaigns to promote the travel action plan to both staff and visitors alike
- Coordinating the necessary data collection to monitor the success of the plans - implementation, reviewing and updating as necessary
- Acting as the main point of contact for stakeholders, both within and outside the organisation

EXPERIENCE / QUALIFICATIONS

- Candidates should possess the following skills/ qualifications
- Proven track record in marketing or communications with both internal and external parties
 - Excellent organisation and inter-personal skills
 - Event/ project management skills
 - Computer literate with experience of packages such as Word, Excel, PowerPoint
 - Organised, practical, enthusiastic and realistic
 - Results-oriented

The following skills/ qualifications would be advantageous.

- Relevant third level qualification
- Experience of Travel Planning
- Background in health promotion or similar behavioural change programmes
- Knowledge of sustainability/environmental issues
- Desktop publishing
- Social marketing experience
- Background in organisation sector

<https://www.nationaltransport.ie/wp-content/uploads/2020/07/Workplace-Travel-Plans-A-Guide-for-Implementers-App1.pdf>

Behaviour Change Workshop, feedback on a GWTP Coordinator

Goal	Initiative	Comments
Have a Green Workplace Travel Plan Coordinator/Facilitator	Appoint a Coordinator/Facilitator	The Active Transport Officer could take a role
		Car pooling: They could make calendar settings public so that people could see car pooling opportunities
		1 group only - Consider a part time role with strong linkages to active champions
		Ideally appointed in the weeks leading to the move
		Suggested Induction process run by Coordinator regularly in weeks leading to move
		The person should have a pool of example stories of people's journeys
		- ensure diversity of stories (not just heroes)
	Describing the role	Driver of change - not the person who does it all
		Facilitator, not coordinator
		Could be a person - and a group
		Enabler through tools, removing barriers, analysis of options
		Helping people to connect and become self-sufficient - helping people to help themselves
		Could sit in Transport or I-Health - not important where actually
		Person needs capacity to communicate across ICC - and know organisation
		Ideally an existing person rather than an outsider
	Challenges	Why hasn't this worked before - what will make it work?
		Need to avoid that person becoming the doer - look for opportunities and foster others

J. Goal Setting Workshop notes





Goal Setting Workshop notes

K. Detailed investigation of selected initiatives





Encourage and support carpooling

What is the current state of play and latest thinking on carpooling?

Why should Ipswich City Council consider carpooling for the Green Workplace Travel Plan?

As a major employer in the Ipswich region, adopting a carpool travel scheme will demonstrate that Council is a leader in reducing carbon emissions by encouraging its employees to make positive changes.

For employees that drive alone to work, carpooling is one of the easiest changes that can be made towards a more sustainable mode of travel. It offers minimal change to existing travel behaviours for employees who prefer to drive to work whilst still providing efficiency and relative freedom in their commute.

Sharing a ride with someone to work also enables employees to reduce the cost of travelling to work, such as petrol and parking.

A carpooling scheme for Council is recommended based on known local information and travel survey data attributes:

- A significant number of employees are currently driving alone to work.
- Many employees are already sharing their ride to work, whether it be with another employee or with someone else.
- Increasing the average occupancy of vehicles through carpooling can be a relatively easy and cost effective measure of reducing driving (alone) mode share and carbon emissions.

- GIS analysis of travel survey data shows the potential for carpooling from a number of 'clusters' in residential areas.

What is carpooling?

Carpooling is when two or more people travel in a single vehicle to the same or nearby destinations. The number of people travelling in the same vehicle carpool may vary, drivers and vehicles can rotate and the arrangement may only take place on agreed days or when convenient. While expenses such as fuel or parking may be shared, the driver is not paid for their time.

It is worth being aware of other similar terms which apply to different services.

- *Car sharing*: the short term rental of a car not owned by the driver or passenger. This service is aimed at offering an alternative to private vehicle ownership, providing access for users to a fleet of different types of vehicles that can be used for a single trip or a whole day. For example, employees could car share by locating a parked car share vehicle via an app (such as GoGet and Car Next Door) and hire the vehicle for a defined period similar to traditional vehicle rental. The vehicle is driven by the person hiring the vehicle and other employees can ride in the vehicle and can share the hire fee.

- *Ride share*: the arrangement of users to travel as a passenger in a vehicle driven by a paid driver (such as Uber, Didi and Lyft). This is generally arranged for fee based on pick up and drop off destinations. Users are able to split the costs if more than one person is undertaking the trip.
- *Lift share*: users can use an app (such as coseats and share your ride) to connect with another person who is travelling in a private vehicle towards a similar destination, for a fee. This type of service does not guarantee a ride to or from work on short notice and is unlikely to be used as a reliable mode of travel. Challenges in coordinating multiple pick up and drop off locations for employees means that this service is unlikely to be used by more than one employee per ride.

	car-pooling	car sharing	ride share	lift share
vehicle owned by employee	✓	✗	✗	✗
vehicle can be driven by employee	✓	✓	✗	✗
costs can be split between users	✓	✓	✓*	✓*
driver charges a fee	✗	✗	✓	✓
carbon reduction	✓	✓	✗**	✗**

Table 1: Differences between shared journey options

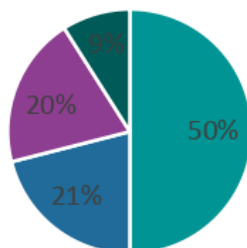
*costs can be split between 2+ employees being driven by a non-employee driver
 **no reduction in vehicle trips unless 2+ employees are in the vehicle, or, if the passenger would otherwise be driving alone

What is the current state of play and latest thinking on carpooling?

Current mode share of carpooling

Carpooling is relatively high for Council employees, accounting for 18% of all trips to and from work (according to the 2019 travel survey data). However, it is worth noting that of these, 70% of trips are with somebody who is not another Council employee.

Responses to the survey indicate that of trips undertaken with another employee, 21% are as the driver and 9% as a passenger.



- Carpool (Driver with passenger non Council employee)
- Carpool (Driver with passenger a Council employee)
- Carpool (Passenger with driver non Council employee)
- Carpool (Passenger with driver a Council employee)

The impact COVID-19 has had on carpooling and people's behaviour

The emergence of COVID-19 has resulted in caution being exercised by employers and governments when considering the extent to which car pooling can or should be promoted. Due to the difficulties in socially distancing during car journeys, ways to help prevent the spread of COVID-19 when carpooling have included:

- Promoting carpooling to established groups of people, setting up a carpooling 'bubble'.
- Wearing a mask when in a shared vehicle.
- Cleaning and disinfecting surfaces often.
- Limiting the number of people in the carpool.
- Circulating fresh air through the vents and windows.

The ongoing risk from increased exposure when carpooling may present some issues in promoting car pooling to people unknown to the user.

This sentiment is reflected in the travel survey data, with 16% of employees expecting to carpool to work (as driver or passenger) to the 1 Nicholas Street. People likely to carpool may be more inclined to do so with members of their own household to avoid being in close proximity to others.

What innovative approaches can be taken?

There are a range of organisations which have adopted innovative approaches to car pooling.

- Optus implemented a carpooling scheme after relocating from North Sydney to Macquarie Park in 2007. The portion of people car pooling peaked at nearly 20%. Many of the employees who registered to this scheme were unknown to each other beforehand.
- Macquarie University, as part of Connect Macquarie park, have implemented 'Co-Hop Commute' for both students and employees to avoid congestion issues in the area. In the first 3 months, 389 users were able to save 4,496kg's of greenhouse gases from being emitted.
- Nelson City Council, New Zealand has a reserved car parking system for CBD workers that carpool (at least two passengers) before being opened to the general public at 10:00am.
- In France, an innovative approach of installing 'carpooling stops' similar to public transport stops and routes are located on high-service routes. Passengers are required to make themselves known to drivers via an app, with the cost then shared between both parties.

Figure 1: Employee carpool mode share

What are the known barriers to carpooling?

Understanding and mitigating barriers (both potential and actual) is vital in overcoming reservations about carpooling. It is important to acknowledge and respond to concerns and provide employees with assurance that Council is committed to ensuring carpooling is a viable option.

What happens if employees cannot travel with their carpooling group?

Entering into an agreement to carpool means making a commitment to travel with people, whether it be on a daily basis or on agreed days. Occasionally, unforeseen incidents occur –someone in the carpool may be unwell, or they have had to leave work early for an emergency. In this instance, employees may find themselves without a ride to work or home (if travelling as a passenger).

A guaranteed journey home is an important component in the success of carpooling schemes. Providing people with comfort and confidence to carpool with a safety net is vital.

I have errands and school pick up/drop off on some days

For many people, their personal commitments, outside of work, influence how they travel to work. This can lead to a perception of being inflexible or unable to change. But carpooling can still be an option on some days.

Personal preferences

Participants may not know anyone who they could carpool with in their area and have negative perceptions about sharing with people unknown to themselves. This could lead to initial hesitation that social preferences or etiquette could lead to resentment between people in the carpool on other carpool.

Is there an insurance or liability risk?

Employees in the focus groups raised uncertainty about the insurance and the inherent risk of liability. Participants' car insurance should not be affected by carpooling, providing they aren't making a financial gain from the arrangement. It is recommended that employees should contact their insurance company if they have any concerns.

It is the drivers responsibility to ensure that the vehicle to be used is registered, insured and that the driver's licence are all valid.

There is plenty of parking available

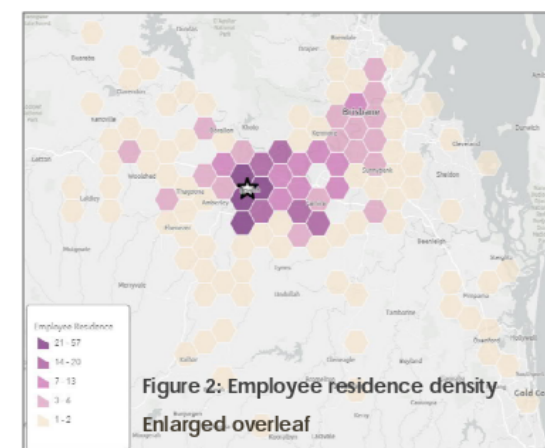
There are 3,456 parking spaces within a 1km walking distance of the 1 Nicholas Street, with 1,020 unrestricted on-street parking spaces*. Relatively inexpensive paid car parking is available in close proximity, in the Civic Carpark at \$8 per day or \$100 per month if paid in advance (as of March, 2021). While both are not exclusively available to Council employees, it is expected that without a tangible parking benefit for car pooling, there may be little incentive to do this.

*See Page 38

Finding match ups in low density areas

As can be seen below, the density of ICC employee residences decreases radially away from Ipswich, with Brisbane and to some extent, Toowoomba providing the highest concentrations elsewhere.

It is less likely that long distance drivers who typically use highways or arterial roads (infrastructure with low levels of accessibility to residential dwellings) will divert to collector or local streets to pick up passengers. This in turn limits the probability that employees travelling from distance will consider carpooling with another employee who does not live within reasonable distance of their own place of residence.



What are the known barriers to carpooling?

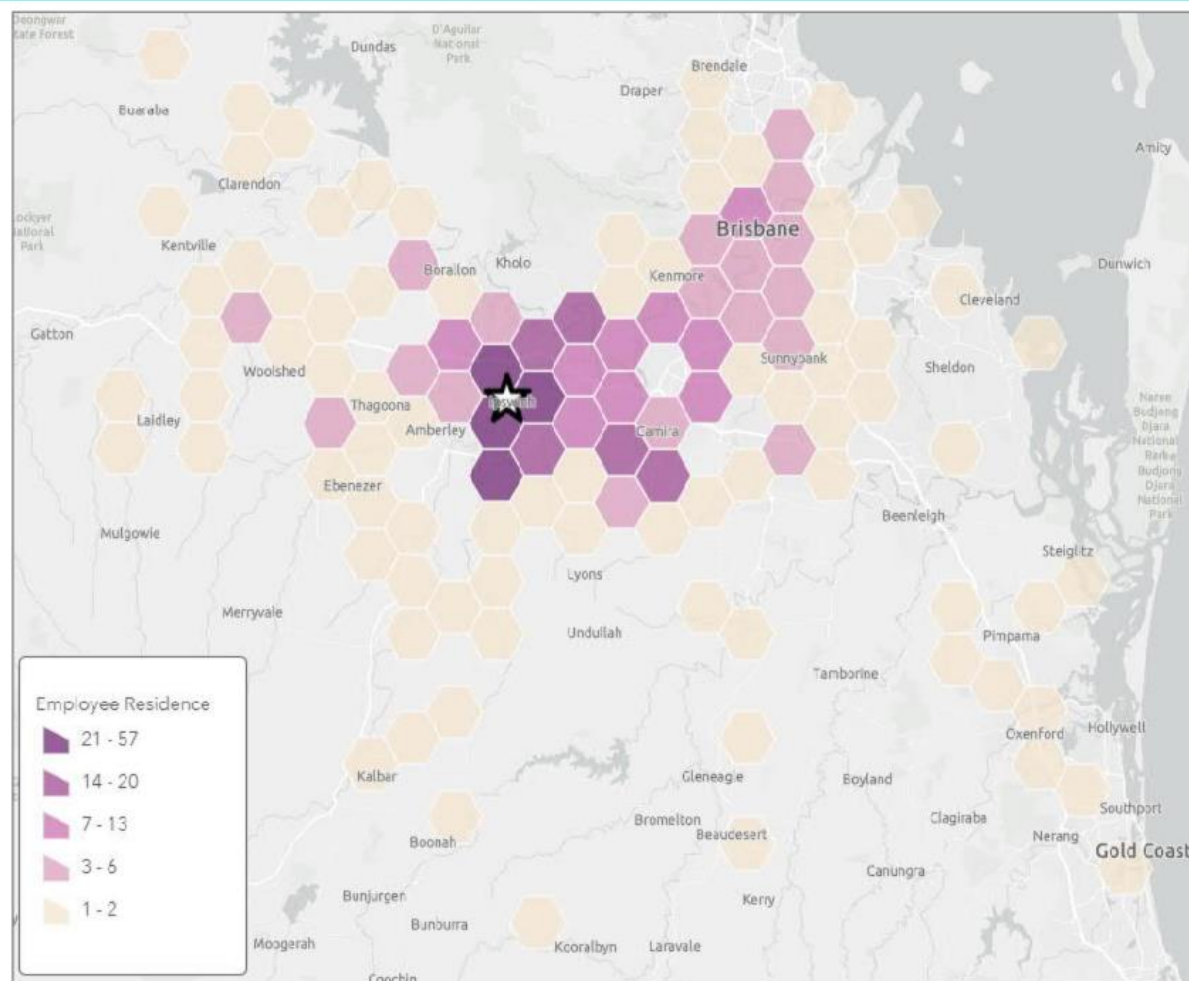


Figure 2: Employee residence density

What are the ways to overcome these barriers?

There are a number of ways to mitigate the barriers to carpooling. This includes the following.

1. Offering a guaranteed ride home

A guaranteed ride home is an important component in providing re-assurance for car poolers that they will not be left without a way to get home.

An approved local taxi service is generally provided for employees to get home where necessary. This service is paid for by the organisation that runs the carpool scheme. Approval for the guaranteed ride home will be needed by the GWTP Coordinator or the employees manager, with the receipt to be kept and provided. The budget can be capped on a per person to avoid unexpected budget overruns.

While this can seem like an expensive procedure to implement, this process provides reassurance to car poolers and evidence consistently shows it is very rarely used.

2. Priority Parking

By offering a number of carpool priority parking spaces, an effective incentive to carpool is created for employees who drive alone. Priority parking spaces are typically located close to the workplace and are most effective where parking supply is limited, charged, or where drivers need to walk long

distances between car park and the workplace. In this instance, allocated parking in the 1 Nicholas Street car park is the most suitable location.

Priority parking spaces will need to be clearly signed to ensure spaces are not taken by other users. This will also help heighten awareness and credibility of the scheme for potential participants who see these spaces.

Monitoring will be required to ensure users of the priority parking are carpooling and not driving vehicles alone. There are a number of potential options for how this can be done (see page 7).

3. Assistance in finding a carpool partner

Finding suitable partners can be facilitated in various ways and does not usually require an expensive app or web based system (though they can be useful if there is a desire to support car pooling with people outside Council).

- Breakfast/lunch matching events: the GWTP coordinator arranges breakfast or lunch events and invites employees who may be interested in car pooling. Employees are encouraged to make their own connections.
- Spreadsheet database systems: Users register by manually entering their information into a form (see next page), with these details then input into a spreadsheet or database by the GWTP

coordinator. The coordinator will then undertake a manual search of all registered participants to identify suitable carpool partners.

- Bespoke software/apps: can be an effective method to match potential car poolers. When employees register, their information is recorded and can be assessed for potential matches based on criteria such as location, working schedule and preference to drive or as a passenger. Automated matching processes generally provide greater security and privacy for car poolers, though bespoke software can be a costly option.

Advantages and disadvantages for both of these approaches are listed below:

	spreadsheet database system	bespoke software/app
level of resources required to establish	low	high
simple to use and administer	easy	easy
appropriate for organisations with less than 1,000 employees	yes	no
automatically provides results for suitability	no	yes
manual interpretation of results	required	not required
prone to data corruption/invalid entry results	at scale	no
resource intensity for coordinator	medium	low

Table 2: Advantages and disadvantages of carpool approaches

What are the ways to overcome these barriers?

What will a carpooling registration form look like?

Please enter your details below
(fields with an asterisk* are required)

General Details				
first Name*				
Surname*				
gender*				
email address*				
department				
workplace location*				
contact number*				
departure postcode*				
Driver Details (leave blank if registering as a passenger)				
car registration				
second car reg				
vehicle is safe/insured*	Y	N		
priority parking space	Y	N		
Carpool Preferences				
gender preference*	no preference	own gender		
smoking*	no-preference	non-smoking		
days you wish to carpool*	M	T	W	T F
typical travel times*	Arrive: 0:00AM		Depart: 0:00PM	
how do you wish to travel?*	driver	passenger	either	
any other information				
please confirm*	SUBMIT			

Table 3: Example carpool registration form

5. Enforcing use of car pooling priority parking spaces

Ensuring car pooling priority parking spaces are used by those who are genuinely entitled to use them is very important. Car poolers will need confidence that their allocated space will be available and not taken by someone else. There are a range of options available which can be considered on a continuum from high penalty and low enforcement, to low penalty and high enforcement. Council resources will likely determine which option is most suitable.

It is acknowledged that the GWTP travel coordinator will not have the authority to issue fines to drivers. They may notify drivers they have used the space inappropriately and seek enforcement by appropriate authorities.

- High penalty, low enforcement: this option involves a very high penalty for any breaches to parking in the priority parking area, but a lower resource/focus upon enforcing the restrictions.
- Low penalty, high enforcement: this option involves a more lenient penalty for any breaches to the system but a much higher resource/ focus upon enforcing the restrictions, resulting in a higher risk of a penalty being levied.

In terms of how this can be operationalised, there are a range of options ranging from reasonably manual to automated options. In either situation, it is advisable to keep a record of all car pooling groups.

Ideally, registered car poolers will be allocated a numbered priority car parking space and only those in that car pooling group are allowed to use that car parking space. A car pool priority parking notice can be displayed on the dashboard, enabling easy inspection.

Assuming access is enabled by Skidata or some similar system, it should be possible for Council to monitor the number of people in the carpool vehicle by requiring all users to swipe their access card (or it will be 'read' automatically) when accessing the car park lifts. This data can then be matched with recorded information to confirm that the driver is arriving with the carpooling group.



Figure 3: End of trip facilities

What are the ways to overcome these barriers?

6. Make available frequently asked questions (FAQ's)

FAQ's are an important way of allaying any concerns employees may have about carpooling. They provide quick information to help users understand the answer to the question and reduce the amount of time the GWTP Coordinator and Carpool Champions spend on answering questions.

FAQ's that cover generally asked questions in carpooling schemes include:

- Establishing ground rules prior to beginning the carpool with other carpool members to ensure everyone is on the same page.
- Insurance, liability and the ownership of drivers to ensure their insurance, car registration and drivers licence are all valid.
- The availability of the guaranteed ride home for unforeseen circumstances.
- The availability of priority parking, how many days and persons per vehicle to be eligible.
- Enforcement of priority parking spaces and penalisation rates to ensure compliance.

7. Run carpool try out sessions

Participants may be hesitant about sharing a car with strangers, particularly since the emergence of COVID-19. The option to trial the scheme and opt out at any time should be provided. The carpool sessions should also be geared to operate on a daily basis or only on certain days of the week to help accommodate certain needs, such as part time employees or school pick up and drop off on some days of the week.

8. Promoting the advantages of carpooling

By changing your mode from driver to passenger, you remove the stress of driving in peak hour traffic, travel in transit lanes where available and can spend some personal time listening to music or socialising.

9. Not all employees are comfortable in providing their information, such as home address over the internet

In this case, the GWTP coordinator can ensure that employees are able to submit a hard-copy form.

For instances where employees are not actively checking their emails or are being briefed on updates or achievements of the scheme, the coordinator can aim to update employees at monthly or quarterly meetings of the achievements or changes. This will ensure all employees are across any changes.

10. Consider other incentives

- Prize draws: one-off or regular draws with smaller prizes for participants who sign up to the carpool scheme.
- Gamification to reward sustainable lifestyle choices with gift cards or charitable donations.
- Employee benefits: additional benefits such as an extra day of annual leave can be a major incentive.
- Flexible working hours: carpooling can be more viable for employees who have flexible working hours rather than defined start and finish times. In some instances, employees may need to change work starting times to align with other members of the carpool.
- Discounts: for local amenities, such as car parking if charges exist/priority parking is not implemented or exceeds capacity and is not able to be expanded.

What could Council do?

When could Council start?

As indicated in the implement, monitor and review section of the GWTP, this initiative could be started on as soon as possible.

Where could Council start?

Council could seek support from senior management. This will be an important part of the process in establishing a successful carpooling scheme.

The flow chart shows a simplified process that Council can follow in order to take the carpooling scheme from senior management approval to go-live and the monitoring process.

Another process is required for new participants to register and participate in the carpooling scheme post implementation.

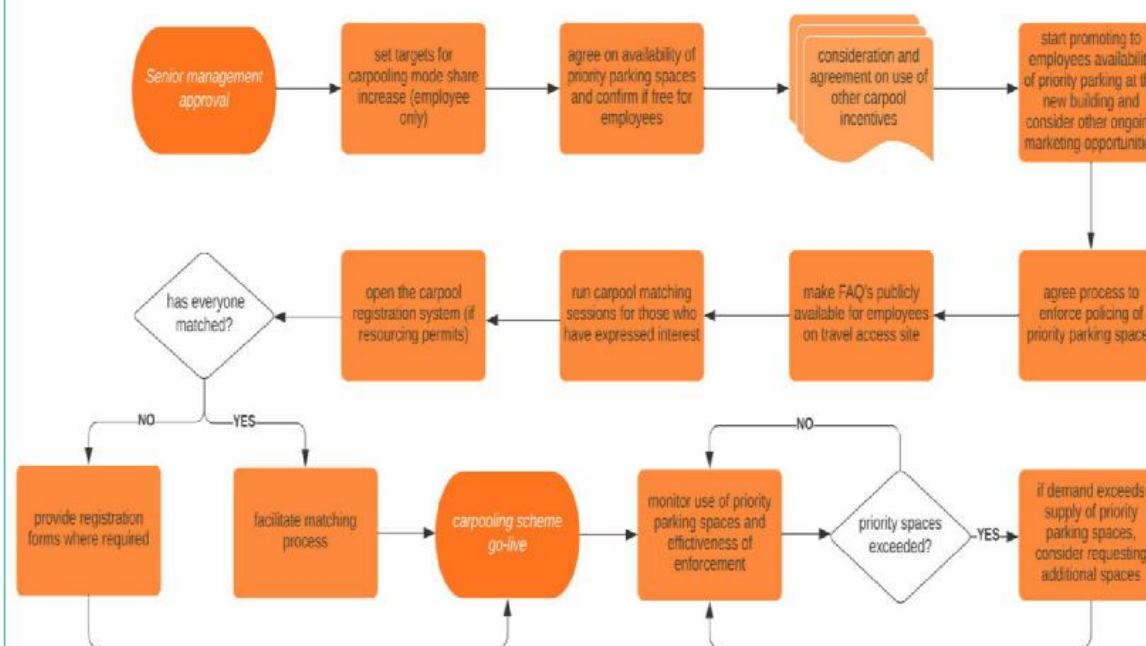


Figure 4: Council decision making process for carpooling

What could Council do?

Involvement of the GWTP Coordinator

Amongst other responsibilities a key role of a Workplace Travel Plan Coordinator will be to manage day to day tasks and respond to any enquiries that employees may have of the carpooling scheme.

Appoint Carpooling Champions

The 'Carpooling Champions' could be advocates committed to making the scheme a success. Employees appointed to this role will be in a supporting position.

The Carpool Champions will be critical in promoting the scheme and marketing it to an audience that may not be aware of its existence. They can be instrumental in making sure other employees don't abuse the system (such as unauthorised parking in the priority parking area).

Develop FAQ's and make them publicly available

FAQ's are a great way to alleviate the concerns of employees who may be hesitant to commit to carpooling or need a source of truth to reaffirm their decision. Below are some responses to commonly asked questions:

What is carpooling?

- Carpooling is when two or more people travel by car together, for all or for part of the trip.

Why should I carpool?

- Carpooling with other Council employees enables you to reduce your cost of travelling to work. You can split the costs of petrol and reduce your environmental impact. You may also be eligible for free on-site parking and it is a fun way to get to work with your colleagues!

What if I can't find anyone to carpool with?

- If you don't know anyone who you can carpool with that's ok! Many people don't and we are running registration forms to match people together.

Do I need to carpool every day of the week?

- Not at all! It can be daily or on an agreed basis with others in your carpool. If you want a priority parking space however you will need to carpool at least 4 days per week.

What is priority parking?

- If you are registered to the Council carpool program and travel to work in the same car with other Council employees you are eligible to apply for undercover free parking in 1 Nicholas Street. You are only permitted to use the numbered space allocated to your carpool group on the days that have been registered.

How will you know if I am in a carpool?

- All members of your carpool will be required to swipe their access card when entering the lift lobby from the car park. This information will be 'read' (to be confirmed) and seen on the database. Your carpool slip must be presented on the vehicles dashboard during this time.

What if for some reason I can't travel home with my ride sharing group?

- Every now and then the unexpected happens, your ride sharing partner may be ill, or perhaps they have had to leave work early for an emergency. If you find yourself without a ride to or from work. In this case, employees have access to:
 - Use the 'Guaranteed Ride' service, where an approved local taxi service will take you home from work. Carpool Coordinator approval will need to be obtained and the receipt kept (Council procedures for this will need to be agreed).
 - TransLink Journey Planner for other means of travel.

When can I use the Guaranteed Ride service?

- When an emergency occurs and you are unable to travel home with your normal carpool group.

What could Council do?

Agree targets

Identifying what Council wants to achieve will be useful in monitoring and reviewing the success of the scheme but also in promoting it to employees (such as environmental goals).

Below is an example of measurable and achievable targets, that should have time-bound targets.

	Objective	Baseline	Target (2022)
1	Increase carpool mode share (between ICC employees only)	5%	10%
2	Utilise all priority parking in 1 Nicholas Street	80%	100%
3	Less than 1 infringement in the priority parking per month	1	1
4	Number of registered carpool groups	20	30

Table 4: Carpool targets example

Develop incentives

Incentives will be the most effective way of increasing participation levels and in overcoming objections from employees who drive alone (refer to page 8). Incentives that may help drivers make the choice to carpool include:

- Priority parking.
- Discounted or free parking.
- Promote economic and financial advantages.
- One-off or staged prize draws for participants.
- Guaranteed ride home scheme.
- Exclusive employee benefits.

Marketing and awareness raising

Raising awareness of the carpooling scheme will be fundamental and will require promotion by both the GWTP Coordinator and Carpool Champions.

Monitoring and review

Monitoring and review needs to align to the outcomes, Key Performance Indicators (KPI's) and timeframes identified in the Implement, Monitor and Review section of the GWTP.

The following could be undertaken by the GWTP coordinator and is intended to provide an overview of various tools and techniques that can be used in the monitoring and review stage:

- Weekly spot checks for the first few months of the scheme for the priority parking to determine utilisation and non-compliance (non authorised vehicles, carpool vehicles parked in wrong spaces, parking spaces utilised by other council vehicles or by visitors, etc).
- Monthly spot checks after first few months at 10:00am on a Wednesday, covering above criteria.
- Annual indications of mode share from travel survey and observations.
- Encouraging employee feedback via technology channels or directly to the GWTP Coordinator.
- Utilising boom-gate barrier count technology (if available).

Results of the above can be fed back to employees to inform them of the achievements of the scheme and of progress made.

Holistic travel information for employees

What is the current state of play and latest thinking on travel information?

The importance of engagement and information in the GWTP

The GWTP is all about impacting people's travel habits and encouraging and facilitating changes in travel behaviour.

An awareness raising and marketing strategy which addresses the 'what's in it for me' question can play a critical role in convincing people to make changes to the way they travel.

Therefore, keeping people engaged sits at the heart of developing and implementing a successful GWTP. Engagement must be ongoing throughout the life of the GWTP, with people engaged at every step in the process.

Branding these communications and ensuring consistency of messaging can also help maintain successful ongoing engagement.

There are a range of methods which can be used to engage with employees to support and encourage behaviour change (Figure 6). A number of these focus in on providing information about travel goals, options, policies, facilities and other elements of employees journeys, in a centralised, coordinated nature. This type of information is a key element of most, if not all, workplace travel plans, as a means of encouraging behaviour change.

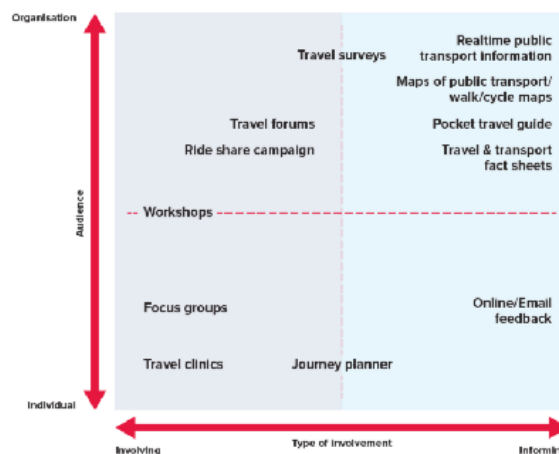


Figure 5: Engagement Techniques

Those who will be affected by a decision have a right be to involved in decision making

According to the International Association for Public Participation (IAP2) and anecdotal evidence from other WTP projects, there are a vast range of benefits from engaging with those who will be affected by a decision, in the decision making process.

When engaging employees or other stakeholders who may be affected the following principles should be applied:

1. **Early and often:** Engaging early and often is essential.
2. **We're only human:** Understanding this helps keep relationships positive.

3. **Plan it:** All engagement should be seen as part of an overall plan.
4. **Manage expectations:** It is important to clarify the role that the stakeholder(s) will have in the project, what they can influence and what they can't.
5. **Take responsibility:** For involving people, for ensuring their views are incorporated as agreed
6. **Be considerate:** Remember that some stakeholders may not be able to contribute or participate in the way you have intended, and ensure this is as inclusive and equitable as possible.

Three common reactions should be considered in the design of all communications:

- **Loss aversion:** people generally feel loss more intensely that they feel gain, and instinctively value what they stand to lose more than what they stand to gain.
- **Social proof:** people who aren't sure what position to take on a given subject tend to adopt that taken by others, because they care disproportionately about what others think or do.
- **Reputation effect:** most people prefer authenticity from their experts, and are generally wary of claims of infallibility or perfection.

This reinforces the need for honesty and transparency in all engagement.

What is the current state of play and latest thinking on travel information?

The impact information has on changing peoples' behaviour

A long history of research has concluded that travel behaviour change does not result from people being presented with information about different ways of travelling; rather demand for information services derives from people wishing to (re)consider their travel. In other words, people come up with changes that suit their lifestyles. This is a subtle but fundamentally important finding, which requires travel behaviour change to underpin workplace travel plans in order to achieve longevity of change.

Bringing information about all the travel options together in a single location online, or even in a hard copy pack or booklet, makes it easier for employees to learn about and understand their travel options, and potentially change how they travel. It also provides an opportunity to set the context for travel, incorporating a focus on improving the quality of life for employees, the community and leading the way in sustainable workplace practices.

Homo Economicus: For every trip, the individual wishes to have as full knowledge as possible about all the options and to make a set of decisions which maximises the utility (attractiveness) of the trip



Homo Psychologicus: Many trips are 'no big deal' and so long as they work out there are plenty of other things to occupy the mind.

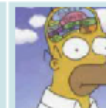


Figure 6: Travel Decisions

We also know that people are not rational economic beings. We are not 'homo economicus'. For most people, travel is local and familiar, and so travel decisions are not front and foremost of our minds. People are much more akin to a fictional 'homo psychologicus' than they would like to accept.

How travel and journey information influences behaviour change

It is important to understand and embrace behaviour change principles and knowledge to frame the approach to the development and delivery of the GWTP. Understanding why people do and don't change their behaviour, why people travel how they do, how change happens in social networks, and how people differ, and using this knowledge to frame the plan approach and process can help to deliver a more effective plan (table 5).

Behaviour change occurs both as a result of policy interventions deliberately intended to bring it about, and as an inevitable consequence of interventions with other objectives. It has to be seen as a dynamic process that takes place over time, in the context of changes in personal or family circumstances, recognising the importance of habit, context, unintended effects, and substantial variation between individual circumstances and responses (UWE, 2009).

Why people change their behaviour

People change their behaviour in response to other changes – in the world around them, in their understanding of the world, or in themselves – which make a new behaviour seem:

- More advantageous
- More 'me'
- More prevalent
- More do-able

Table 5: Why people change their behaviour

What is the current state of play and latest thinking on travel information?

Tipping points in travel behaviour change

A Tipping Point is a dramatic moment when everything can change all at once. Tipping Points are driven by three key characteristics; contagiousness; the fact that little causes can have big effects, and; that change happens at one dramatic moment.

The concept of tipping points centres around change agents / champions who are people within an organisation which would act as an ambassador for behaviour change within the organisation. While the concept of tipping points has been challenged (DfT, 2009) because it is argued that these champions do not necessarily change behaviour as rapidly as Gladwell argued, this can be countered by encouraging people to spread the word about a program in the a way of their choosing. This is often more likely to lead to change than emails, flyers etc. Some people will simply tell others about it because they know a lot of people and are sociable; others will (as part of their day to day work in Council) give or interpret information and technical details; and still others might just change their behaviour and people will want to copy them because they are well respected. In the experience of Ampt et al, this has been found to be a quick, reliable and efficient way of finding people who assist change to occur.

Using the EAST framework to guide the provision of information

The Easy, Attractive, Social and Timely (EAST) Framework provides four simple principles to apply to encourage behaviour change. The framework can be applied to guide the development and provision of information to support behaviour change.

Make it Easy

- Harness the power of defaults.
- Reduce the 'hassle factor' of taking up a service.
- Simplify messages.

Make it Attractive

- Attract attention. We are more likely to do something that our attention is drawn towards.
- Design rewards and sanctions for maximum effect. Financial incentives are often highly effective.

Make it Social

- Show that most people perform the desired behaviour.
- Use the power of networks. We are embedded in a network of social relationships, and those we encounter shape our actions.
- Encourage people to make a commitment to others.

Make it Timely

- Prompt people when they are likely to be most receptive.
- Consider the immediate costs and benefits. We are more influenced by costs and benefits that take effect immediately than those delivered later.
- Help people plan their response to events. There is a substantial gap between intentions and actual behaviour.

Table 6: The EAST Framework

What are the known challenges in providing travel information to employees?

Focus Group, Travel Survey and Behavioural Workshop feedback

Throughout the development of the GWTP employees have consistently raised that there is a lack of information available about their travel and access options, that the information is unclear or out of date.

Key areas employees indicated there is a need for more information included:

- car parking
- public transport
- active modes
- working from home; and
- end of trip facilities

Employees indicated that having more information available to them would encourage them to travel in a different way. Employees who took part in the Behaviour Workshops and were provided information to support them to make informed decisions about their travel were empowered to travel in a different way. However a number of the participants did not change their behaviour despite having more information available.

Whilst there is a challenge presented by the lack of information provided employees, it is important to recognise that there is also a challenge in the fact that information alone will not change a person's travel behaviour, it can help them make informed decisions.

Keeping information up to date

Ensuring the information is accurate and up to date is essential. Providing false, inaccurate or out of date information to employees can be more confusing than having no information at all; with the end result that people may little or no attention to the information on offer

it is essential that the information provided continues to be checked for accuracy and updated accordingly as things change.

Catering to everyone's needs

One of the principles of TDM is providing the right information to the right people at the right time. People travel to and access things in different ways for a variety of reasons. As a result they may need different information to make informed decisions about their travel and access. This poses a challenge when providing information as it needs to cater to a wide variety of people. In some instance, personas can be used to craft bespoke travel information.

Providing information about access not just travel

The GWTP has a focus on the triple access system (TAS). Information therefore needs to be provided about all arms of the triple access system to support informed decisions. It needs to include information about GWTP actions which relate to all three themes: the transport system, the land use system, and the telecommunications system

Providing end to end journey information

Mobility as a Service is all about putting the user at the centre of the mobility ecosystem, about focussing on seamless travel, on end to end journeys rather than their discrete component parts.

TMR define MaaS as a combination of public and private transportation services within a given regional environment that provides holistic, optimal, and people centred travel options, to enable end to end journeys to be planned, booked and paid for by the user as a single charge or through a subscription model, and which aims to achieve key public equity objectives.

Taking a MaaS based approach to information means that all information should be developed with the user in mind. And it should be structured to provide all the information a person may need to make an informed decision about their overall travel from A to B, door to door, in an easy to use and accessible format.

What are the ways to overcome these challenges?

Holistic access information through a central source

Establishing a central location, such as a website which provides information about all aspects of the GWTP (reflecting the Triple Access System themes) would enable employees make informed decision about their whole journey.

In addition to the website, information packs should be produced using the same information, e.g. new starter info packs.

This should also include vox pop type stories of others who have changed or tried to change the way they travel (recently acknowledged in a UK DfT report as instrumental in encouraging behaviour change).

End to end journey information

To provide integrated end to end journey information the website would need to pull together information from a number of sources and generate a tool or process for providing the information in an integrated, end to end manner, similar to a MaaS offering.

In the absence of a bespoke Ipswich or Queensland holistic journey planner, existing journey planning tools would need be used, with complimenting information about access options e.g. flexible working policies, parking information etc.

Personalised travel planning sessions/ travel clinics

Employee travel surveys suggest mismatches between what transport options people think are available and the actual situation. This often due to an information deficit which can be helped by the information and marketing campaigns.

Even with the provision of information and marketing, issues can persist as a significant proportion of people struggle to understand timetables, and some do not find maps naturally helpful.

A highly personalised approach can overcome these issues. Personalised travel planning sessions or 'travel clinics' give employees the opportunity to assess the travel options available to fulfil their everyday journeys, in more detail, with expert or guiding support. This entails face-to-face (or virtual) advice about the travel options available to them.

Given the GWTP's focus on the triple access system, it is important these sessions focus on more than just the transport system, and a single mode. The session would need to provide support to help employees understand the access options available to them, incorporating all arms of the triple access system.

Ensuring equitable access

It is crucial to maintain a single source of the truth (such as a one-stop-shop intranet site), but information should be made available through multiple channels to reflect the different groups of people who may be using it, or the target of particular information campaigns.

A webpage is often used as the central location for information, but additional flyers, information packs etc may also be produced using the information from the website. Printed information may be necessary for employees who are not office-based and to give to visitors. Posters can also be an effective means of raising awareness of access options.

It is important to consider the provision of information in a medium that caters to all users as best as possible, such as those with visual impairments or for whom English is a second language.

GWTP Coordinator and Travel Champions

Amongst other responsibilities, a key role of a GWTP Coordinator is likely to be managing and maintaining information for employees.

In addition, a number of Travel Champions may be identified who can support the Coordinator in each of the items listed above. However the Coordinator should take the lead in these items to ensure there is a sole source of truth.

What could ICC do?
Establish a central website for all GWTP related information – example layout shown below

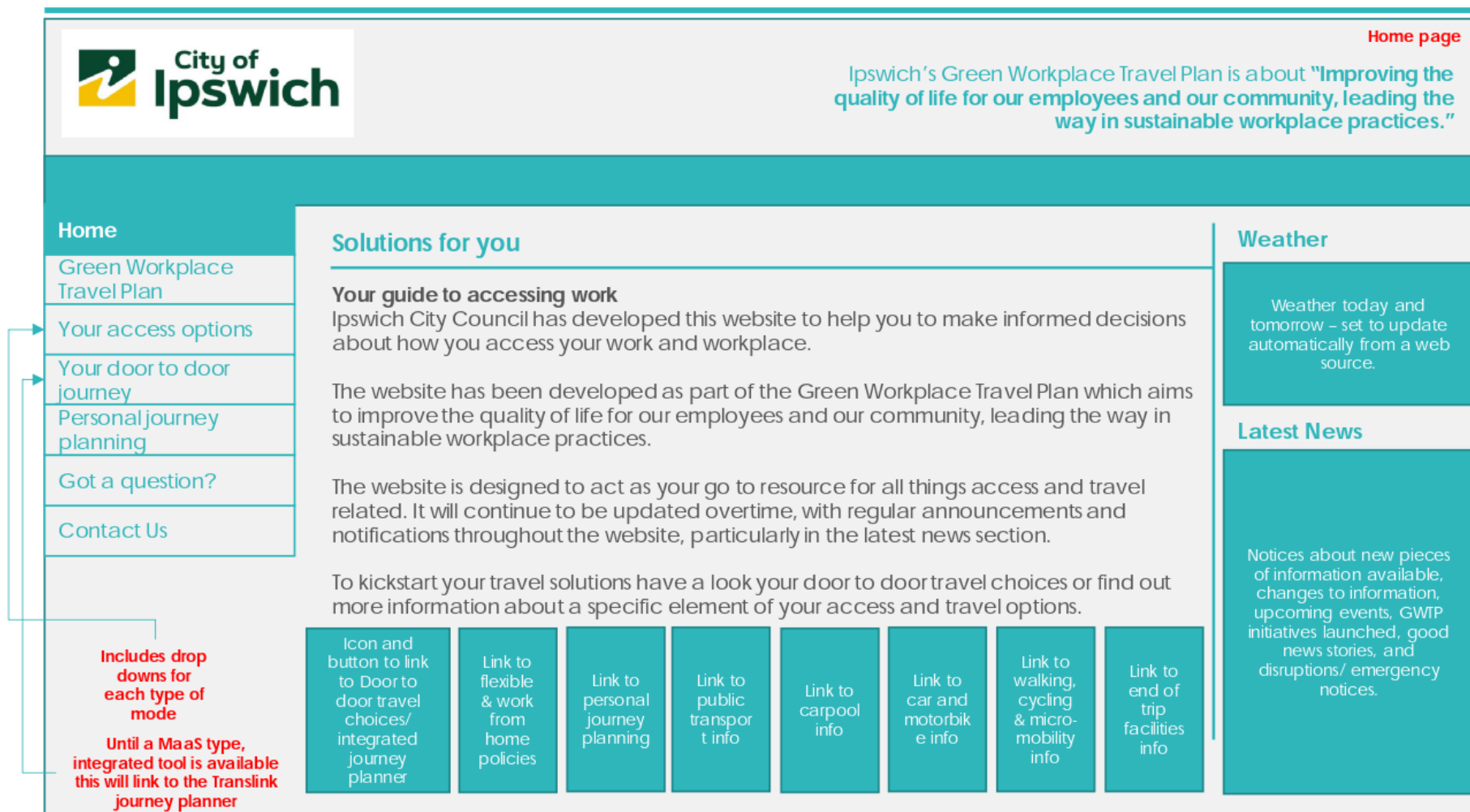


Figure 7: Central Website home page example

What could ICC do? Central Website & Information packs

ICC could set up central page within their intranet site to house all of the information about employee's travel and access options

Each section shown on the previous slide would include the following information, laid out in a similar template.

Home Page: As shown on previous slide, this acts as the initial landing page respondents will arrive on and then navigate to their desired section.

Green Workplace Travel Plan: This section would take the user to a separate page with information about the GWTP. It would lead with the GWTP vision and objectives. It would outline the approach undertaken to the development of the plan and the rationale behind it, along with a link to the live report.

Your travel choices: This would take the user to a separate page which would include a number of sub sections for each mode of transport, linked to additional resources or pages.

- Bus, rail & DRT
- Carpooling + parking
- Car & motorbike + parking
- Walking, cycling and micro-mobilities (e-bikes and e-scooters)
- End of trip facilities
- Flexible working & work from home practices

Information about routes, fares, subsidies, parking options, relative costs, service providers, sign-ups etc would all be provided as required under each mode. Any GWTP initiatives related to a specific mode would also be provided within these modes.

Your door to door travel choices: This section would take the user to a journey planning service which enables them to enter a starting location and end of trip location (the office). The journey planner will then provide holistic information about the potential journey options, pulling information from a range of sources. It would include the following information:

- The overall and individual leg route
- Total and individual leg journey times
- Total and individual leg journey costs (including comparative costs for each mode factoring in time as well as monetary factors)
- Ideally this would also include information such as carbon emissions (with an understandable comparative e.g. X amount of trees)

It would be weighted to identify all options in a table showing time, cost and CO2 emission to enable employees to select which journey they wish to explore further based upon their priorities. Until such a tool is made available this would link to the Translink Journey Planner.

Personal Journey Planning: This section would take the user to a separate page with information about what Personal Journey Planning (PJP) is, and how it can help employees to understand their travel options and make more informed decisions. It will include information about upcoming PJP clinic dates and options to register interest in.

Got a question: This section would take the user to a separate page which shows a number of FAQ and their answers whilst also allowing employees to submit anonymous questions.

Contact us: This section would include contact details for the GWTP coordinator and/ or identified Champions as well as a free text anonymous submission option.

What could ICC do?
Central Website & Information packs

The role of the GWTP Coordinator and Travel Champions

The GWTP coordinator would be required to do the following.

- Check information remains accurate and up to date
- Add information about new initiatives as part of the travel plan
- Run travel planning sessions/ travel clinics
- Be available as a contact for queries about information

Travel Champions can also serve a key role as agents of change providing information about 'good news stories' where they may have changed their behaviour as a result of the travel plan. They also act as empowered individuals who can support others within the organisation with their access and potential changes to their travel behaviour.

New starter induction packages

The information developed within the website could also be consolidated into a number of information packages, including induction packages for new starters. Moving offices requires individuals to reassess their travel patterns, even when moving a short distance. These induction packages can be provided for relocating employees and to new starters on an on-going basis.

Visitor information packages

As a number of visitors and deliveries are expected at 1 Nicholas Street, briefing packages can also be provided for visitors, and deliveries. This will include brief information about encourage people to visit your site using more sustainable methods of travel, along with information about travel via alternatives to the car alone. It should also provide a contact details for anybody who may have queries about their travel choices.

Frequency of update

It is crucial that the information provided remains accurate and up to date. The information provided on the website and in travel packs should aim to be audited quarterly and updated accordingly. It should also be updated at anytime where a known change has occurred or new information becomes available.

Developing a commuter parking management strategy for ICC employees and visitors

What is the current state of play and latest thinking on parking management for employees?

Why should Ipswich be considering parking management?

When designing a package of measures for a GWTP it is always important to consider parking.

A review of 21 exemplar travel plans from 20 organisations across the UK found organisations that addressed parking in some way achieved more than double the reduction in car use of those that had not, achieving a mean percentage point reduction in employees driving of 24% (median 17%), versus 10% (median 9%) (Cairns et al 2010).

Parking management and associated pricing measures (fiscal stimulus) are included in most workplace travel plans, as a means of managing demand for people driving to work and encouraging people towards more sustainable choices.

What is the current parking situation and what is the GWTP parking 'problem'?

The employee travel survey results indicate that 87% of employees will drive alone, or carpool, to work following the move (Figure 8). Based upon these numbers it can be estimated that approximately 534 employees would need to park on any given day. This may decrease to 427 if employees work from home an average of 1.5 days per week, indicated as possible in the employee travel survey.

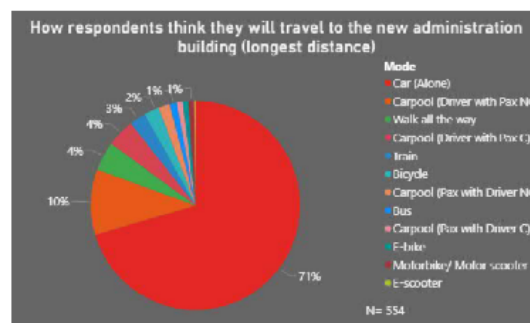


Figure 8: Employee's expected mode of travel to 1 Nicholas St

Whilst employee sentiment about parking may suggest there is a parking shortage or some issue with parking, the data indicates there are currently more than 4,600 parks available across Ipswich's ten parking zones. This parking is utilised at an average of 49% of on-street parking and 53% for off-street parking. There is therefore no supply issue for parking in Ipswich; supply currently exceeds demand.

Anecdotal evidence, however, suggests employees are price sensitive - many move their car every two hours in order to park close to work and not pay for parking.

Challenges arise as current parking behaviours look set to generate conflict with the IGO strategy - which prohibits long-stay parking in certain zones including the area the new buildings are located.

What benefits are there to parking management?

Routledge (2018)* suggests three essential parking reforms to trigger a range of benefits through the individual and complimentary impacts.

1. Remove off-street parking requirements, allowing businesses and developers to decide how many parking spaces they will provide for their customers.
2. Charge the right prices for on-street parking, balancing supply and demand for on-street spaces to have one to two open spaces on each block.
3. Spend the revenue generated by on-street parking, on improvements to public transport services and active mode facilities, in a transparent manner.

The first of the three is currently being considered in a number of locations where authorities are shifting policy to direct a maximum number of spaces that can be provided as opposed to a minimum. This aims to decrease the total number of spaces provided, giving some flexibility to developers etc who may be delivery improvements. ICC currently has a minimum rate of 1 space per 100m² GFA**.

The remaining two reforms suggested are directly applicable in the GWTP as a means of managing the provision of and demand for parking in Ipswich.

What is the current state of play and latest thinking on parking management for employees?

Key principles of parking management

There are three key principles every parking management strategy should capture: the three E's.

1. Effectiveness
 - Complimentary improvements to other transport modes
2. Efficiency
 - Minimise parking congestion
 - Minimise distance travelled in car park
 - Minimise overspill parking
3. Equity
 - Level playing field between all transport users
 - Transparent policy making
 - Fair and reasonable allocation & charging

Transparency is key to successful parking management. It is important to be open, honest and provide ongoing engagement to ensure employees understand, accept and adopt a range of travel options.

Before implementing a parking management system there a number of questions which should be considered to understand whether a parking management system is appropriate.



Figure 9: Car Parking Management Decision Tree

Financial incentives

One common mechanism for discouraging parking is a charge for the car parking space. However, there are alternative financial options.

- Incentives to be paid to those travelling without a car
- Compensatory payments for giving up parking spaces
- Subsidise public transport fares or provide free work buses/shuttles.

Real-time parking management

Advances in technologies mean that real-time management of spaces and parking price adjustments are possible. This is rarely used in workplaces but remains an option and may become more acceptable in future.

What is the current state of play and latest thinking on parking management for employees?

There are several allocation systems for car parking which can be considered. They are not exclusive in and some cases a hybrid system may be most beneficial.

Parking Allocation System	Pro's	Con's
First come first served	<ul style="list-style-type: none"> Everyone has equal opportunity 	<ul style="list-style-type: none"> Space may not be available for people who require one Congestion at peak times Difficult to justify a fee without any management No incentive to carpool
Seniority	<ul style="list-style-type: none"> May help in retaining senior employees 	<ul style="list-style-type: none"> Not equitable May negatively impact retention of less senior employees
Distance to public transport	<ul style="list-style-type: none"> Considers accessibility to other modes of transport 	<ul style="list-style-type: none"> Those closer to public transport may need to drive for other reasons
Big Brother*	<ul style="list-style-type: none"> May identify people with greatest need through individual assessment 	<ul style="list-style-type: none"> Labour and time consuming May not be transparent for other employees
Little Brother**	<ul style="list-style-type: none"> Business units may be better in assessing individuals needs for parking 	<ul style="list-style-type: none"> May lead to inequities amongst business units.
Lottery	<ul style="list-style-type: none"> Low labour and time requirements compared to other options 	<ul style="list-style-type: none"> Those who need a parking space may not get one Those with easy alternative options may get a space No prioritisation of incentivisation of user groups
Real-time responsive	<ul style="list-style-type: none"> Manages demand to provide consistent access Improved real-time parking information 	<ul style="list-style-type: none"> Significant installation costs Inequalities in access due to start/finish times Smart services requires uptake by public

It can be helpful to consider a hierarchy of needs for car parking allocation as well.

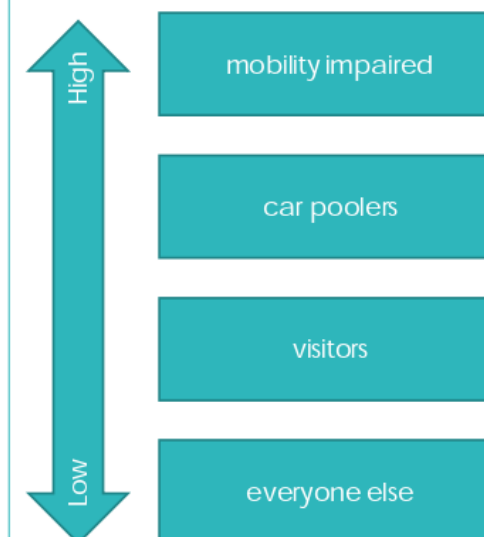


Figure 10: Parking Prioritisation Example for ICC employees & visitors commuting to work

*Big Brother is an allocation system where parking is provided on an individual assessment basis, managed centrally.

**Little Brother is an allocation system where parking is allocated to business units, with parking then provided on an individual assessment basis within each unit.

Table 6: Parking Allocation Method Pro's and Con's – Car Parking Toolkit. Connect Macquarie Park (2018), produced by Kate Mackay

What are the known challenges?

Potential conflict with IGO

Within Ipswich City Centre there are approximately 4,623 car parking spaces. 2,905 are on-street car parking spaces, within the 10 Zones identified in IGO. A further 1,718 off-street car parking spaces are also available in ICC owned car parks.

IGO prohibits long-stay commuter parking in on-street parking spaces in Zones 3, 4, 5 and 7. If all on-street parking within these zones are excluded there is a total of 2,258 parking spaces available within Ipswich City Centre, which could be used by employees.

ICC employees are not the only people using these parks, and IGO recognises the importance of having parking available for a range of users and purposes.

In 2020, on-street parking spaces had an average utilisation of 49% whilst off-street parking spaces had an average utilisation of 53%. This may have been lower than usual due to COVID 19 restrictions which were in place at the time of the survey.

If only the remaining 51% of on-street parks (excluding IGO restricted zones) and 47% of off-street parking spaces were considered this would still provide 1,152 on-street, and 807 off-street parking spaces. The 534 employees expected to park on any given day would only require 27% of these parking spaces. Therefore there isn't a parking space capacity issue present for ICC employees.

Based on the engagement activities undertaken with ICC employees, sentiment on commuter parking didn't always align with Council's parking policies within IGO. **Some employees have indicated a reluctance to pay for parking or have to park further away from their place of work.** They have also indicated that a noticeable proportion of employees are currently parking within IGO restricted zones, or off-street car parks, and moving their cars multiple times during the day to continue to park within these zones, close to work, whilst not having to pay for parking.

As a result there is a conflict where there is significant demand for the 'free' parking spaces closer to the office. This behaviour does not align with the IGO strategy which intends for this parking to be available for multiple users and purposes, with a higher turnover – not long stay parking.

There is a sufficient supply of parking available within an acceptable 500m walk of the office, with over 1,300 off-street and 73 on-street parking spaces (excl IGO restricted zones). This is more than twice the number of parking spaces provided, but a large proportion of this is paid parking. There is a further 1,436 parking spaces available within a 1km walk (excl IGO restricted zones).

Again there isn't a supply issue as there is more parking supply than demand. There is however an unequal distribution of this demand driven by people's parking preferences.

Regardless of which parking is used by employees, encouraging working from home practices reduces the demand on parking spaces. Encouraging employees to work from home an average of 1.5 days per week* reduces the total number of employees need to park on any given day by over 100.

Oversupply of parking provides limited barriers to driving

As there is an oversupply of parking available to employees there are less barriers to employees driving to work. This makes it challenging to encourage people to shift away from driving, or even from driving alone to carpooling.

Behaviour change is about encouraging through both "carrots and sticks" or incentives and disincentives. An oversupply of parking impacts the disincentivising of parking, especially with a large amount of free parking available.

*Survey results indicated respondents could, on average, work from home 1.5 days per week. E.g. employees work from home 1 day per week some weeks and 2 days per week other weeks, with some working from home more than 2 days a week and some not working from home at all.

What are the known challenges?

Emotive nature of parking and historical expectations

Whilst few people are specifically interested in parking itself, parking strongly influences urban design, traffic congestion, public transportation, travel to work, climate change etc. Because parking directly impacts all of these issues it becomes a highly emotive and contested area (Routledge, 2018)*.

Anecdotal evidence throughout the development of the GWTP highlights this point. Throughout the vision development, focus groups, travel survey, behaviour workshops and general engagement employees have regularly raised concerns with parking – allocation, management, costs, availability etc.

People underestimate the cost of driving

Anecdotal evidence indicates that people under estimate the cost of driving to work, only accounting for parking costs as opposed to fuel, maintenance, insurance etc.

As a result driving may appear more favourable from a financial perspective than it truly is. This can be amplified further where there is no parking fee enforced as people may say driving as a 'free' option, and public transport as a 'charged' option.

Comparable attractiveness of alternatives

One of the driving factors behind the significant proportion of respondents driving to work, increasing the demand for and pressure upon parking spaces is the limited number of attractive alternative options.

The focus groups, travel survey, behavioural workshops and site audits indicated that there are limitations to the alternatives to driving that employees have available to them. Whilst large proportions of the workforce live within acceptable walking distances of public transport services these operate at limited frequencies or have additional barriers associated with them such as cost, safety and flexibility which make them less attractive. There are also challenges in the uptake of active modes as a result of supporting infrastructure, as well as Ipswich's climate and topography.

Improvements need to be made to encourage the uptake of alternative modes, as a means of decreasing the pressure on parking, by shifting some of the employees currently driving.

No promotion of carpooling through parking

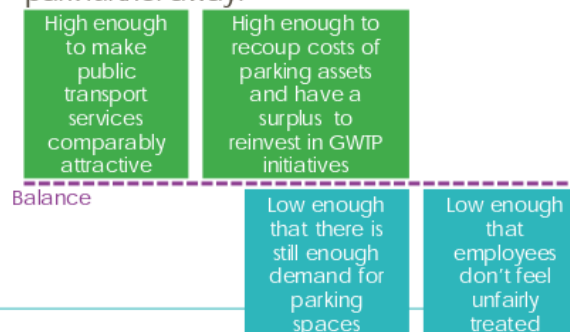
One of the more feasible alternatives to driving alone is carpooling, which approximately 16% of employees plan to do when travelling to 1 Nicholas Street. However, there are currently no parking based initiatives in place to encourage carpooling.

Commercial incentivisation needs to balance with parking management

Parking spaces have a commercial incentive associated with them through their installation and maintenance costs, potential streams or revenue and influence on the attractiveness of alternative options.

Adopting different pricing mechanisms for parking spaces can manage demand, and potentially, revenue which can be reinvested in transport infrastructure, services and initiatives. Parking prices can be increased as a means of reducing demand for parking, balancing this increase so it encourages those who have an other option to consider that.

Ipswich currently has more parking supply than demand so increases to paid parking fees is likely to be unpalatable. There are however challenges with demand for free parking in central zones where employees repeatedly park and move their vehicle throughout the day to avoid paying for parking or having to park further away.



*Parking and the City. Routledge (2018)

What are the ways to overcome these challenges?

Develop a clear statement of approach

It is important that a clear statement of the approach is developed to guide how parking will be managed for ICC employees, visitors and customers as part of the GWTP. This will give a clear and transparent pathway which can be followed to address challenges which may arise in the future.

This statement will need to be in alignment with both IGO and, the goal and objectives of the GWTP.

Prioritisation of users

As part of the statement of approach it will be important to establish a hierarchy which will enable parking to be prioritised for different user groups. E.g. prioritising carpools over those driving alone.

This hierarchy will enable ICC to encourage behaviour change which supports the GWTP goal and objectives. It will also provide a mechanism to prioritise parking different locations across Ipswich if they start to experience shortages or other issues in certain locations in the future

Develop viable alternatives to commuting by car

It is important to also focus upon generating viable alternatives to travel by car, especially with the large supply of parking available for employees. This may include both whole journey alternatives and first or last mile connections.

Revenue generating through parking management mechanisms could be reinvested in improvements to alternative options which apply to the community, as parking is used by the community, not just ICC employees.

Manage demand through fiscal levers

Such availability of parking supply suggests the use of fiscal levers to manage demand will be difficult to justify. It could be used, however, to incentivise use of car pooling.

Implemented reduced fees for carpool spaces could help to improve the relative attractiveness of carpooling. This provides a more direct improvement to the comparative attractiveness of carpooling.

Fiscal measures or different enforcement measures may need to be investigated for time restricted free parking in IGO restricted zones. These could include mechanisms to prevent the repeated use of free time restricted parks in the same day/ back to back through number plate recognition for parking tickets.

Raise awareness of full cost of car use.

As anecdotal evidence indicates people under estimate the cost of driving to work. Whilst we know people are generally quite insensitive to cost, and often resistant to accept the full costs of car ownership, it is still important to raise awareness of the full cost of car use. This can help employees who are already motivated to change to make more informed decisions, and potentially deliver behaviour change.

Cost information for car journeys could be provided to indicate the whole or journey cost for a car trip including fuel, maintenance, parking and time (including time spent finding a park). This could be given as approximate costs for different trip length car journeys. They may also be compared to a similar cost break down of alternative trip options to help employees understand the relative costs.

What are the ways to overcome these challenges?

Supporting access from alternative IGO Zones

There is currently a significant amount of parking spaces available within Ipswich, including 4,623 parks, of which 1,596 are within 500m of the office. However, IGO assigns different priorities to on-street parking spaces in each of the 10 Zones within Ipswich City Centre, including restrictions on long-stay parking in a number of zones. This aims to ensure that parking is available, with a higher turn-over, in these zones to support use by a number of people for varying purposes, whilst ensuring the capacity remains sufficient in the future.

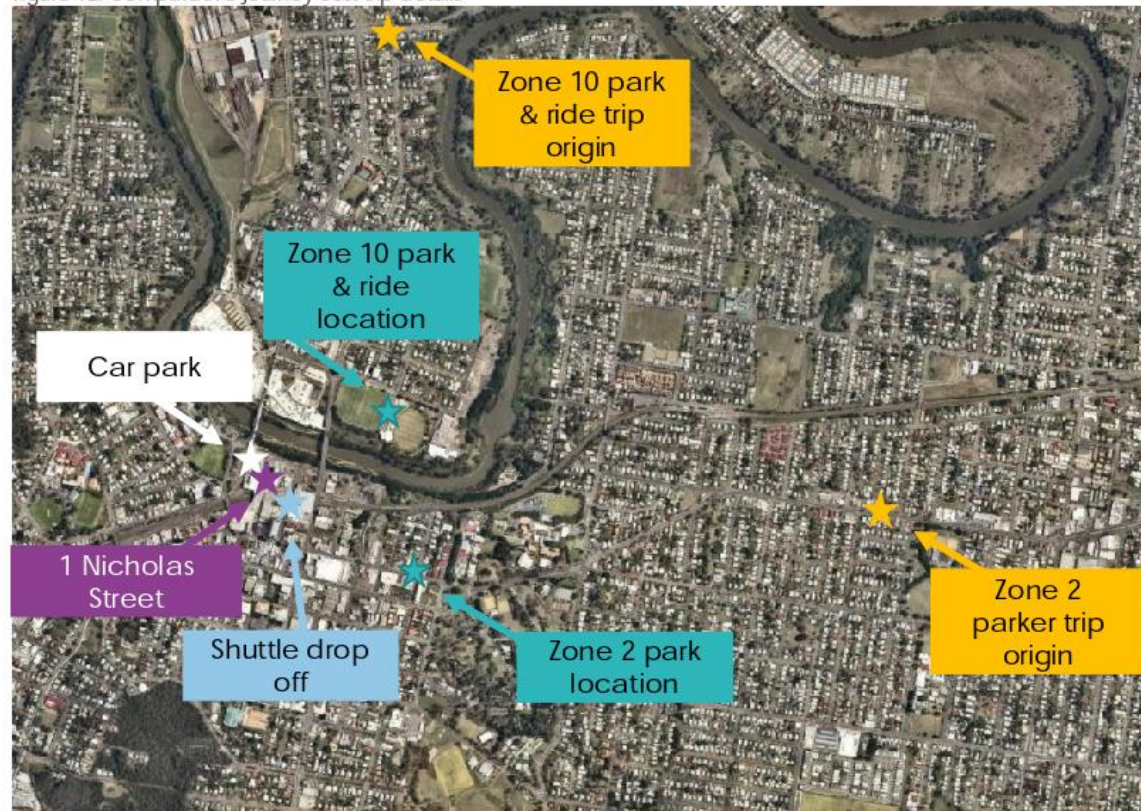
It is therefore important to support employees, who need to drive to work, to be able to access work whilst not parking on-street in these long-stay restricted zones. This may include up to 534 employees on any given day, as estimated based upon the expected mode share, without further encouragement of working from home practices.

There are a number of potential options to support these employees which have been explored through a comparative journey cost analysis.

Option A: A free ICC provided shuttle service from a free park and ride site located in Zone 10 (North Ipswich).

Option B: A free long stay park in a non-restricted zone (Zone 2 (Commercial) for example) with a longer walk to the office. (Option attractiveness will vary based on walk distance)

Figure 12: Comparative journey cost trip details



Options C & D: A paid park in the Civic Carpark and a short walk to 1 Nicholas Street. **C** – Parking cost is the \$8/day early bird special. **D** – Parking cost is the Monthly subscription amounting to \$4.35/day.

Options E & F: A free long stay park in a non-restricted zone (Zone 2 for example) with a micro-mobility connection to the office (e-scooter for example). **E** – Subscription based E-scooter (Neuron for example). **F** – E-scooter is already owned by the employee.

What are the ways to overcome these challenges?

Comparative Generalised Cost Analysis

The comparative cost analysis indicates that Option F - parking in a free parking space, further away, such as Zone 2 (Commercial), with a pre-owned micro-mobility connection such as an e-scooter was the most attractive option, by a noticeable amount. However, this option may be less achievable on a large scale given the requirement to own an e-scooter or other easily transportable micro-mobility device. Option E - Using a subscription based e-scooter through a public provider was noticeably less attractive due to the need to find and pay for a scooter for each leg of the journey.

Parking on-site with the minimum parking fee – Option D - through the monthly subscription was the second most attractive option. This option was more attractive due to its close proximity to the office.

Parking in a free, unrestricted, parking space in Zone 2 (Commercial) and walking to the office – Option B - was the third most attractive option. However the attractiveness of this option is heavily influenced by walk distance. If employees had to park further away, such as in Zone 6 (CBD Fringe) or 1 (Queens Park) this may become less attractive.

The park and ride, shuttle, combination – Option A - was the least attractive option due to significant interchange penalties associated with waiting for a shuttle at either end of the trip. The option may also be more expensive and complicated to implement and operate.

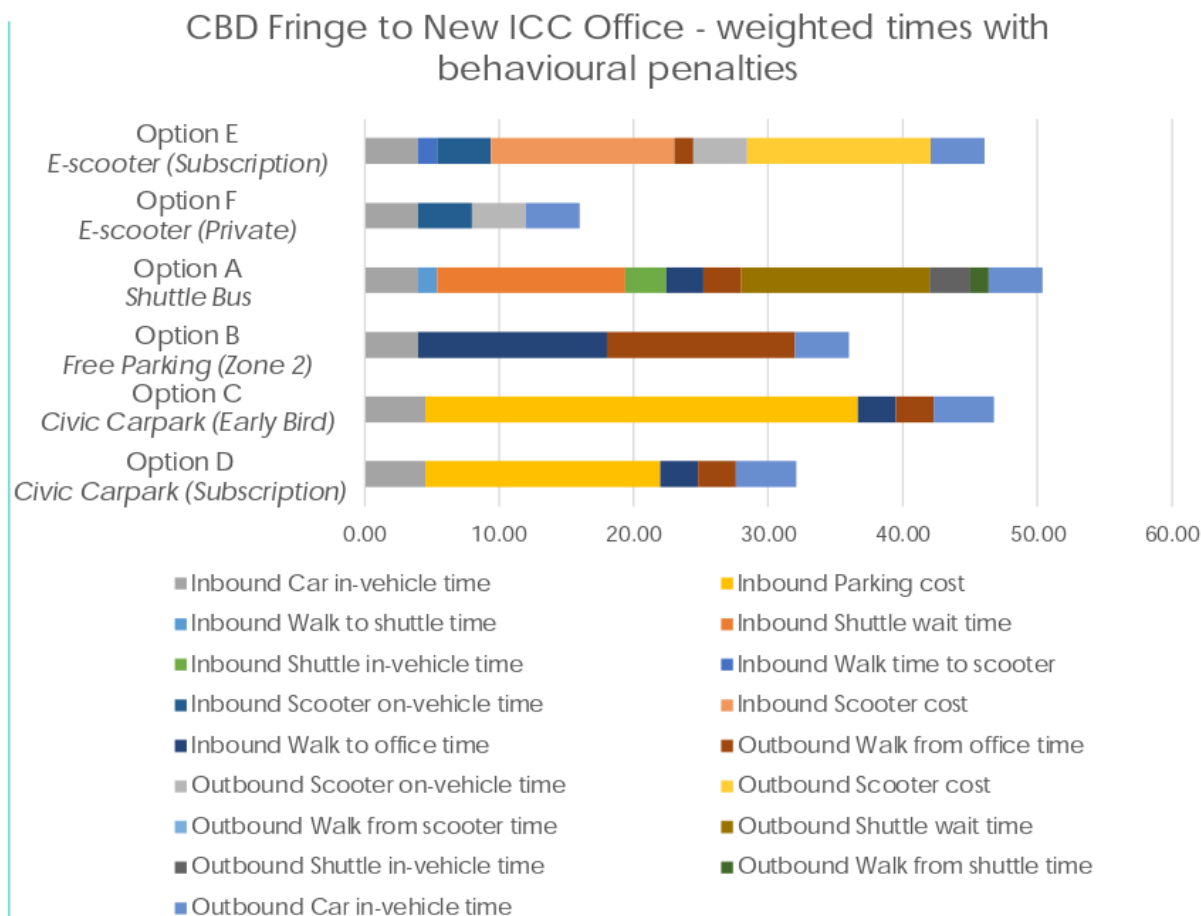


Figure 13: Comparative cost analysis of journey options

What Ipswich City Council could do?

Develop a clear statement of approach

ICC can develop a clear statement of approach for the management of parking through the GWTP, in alignment with IGO.



Figure 14: Parking Management Strategy

The suggested approach recognises that there are limited alternatives to travelling by car for many. It is about maintaining access for employees who need to drive to work through a number of complementing elements.

This includes:

- The prioritisation of different user groups.
- Encouragement and support of alternatives.
- Financial levies
- Enforcement of prioritisation and levies.
- The appointment of a GWTP Coordinator.

Note

These measures are intended to support employees who need to drive, not to encourage employees to drive. Therefore suggested measures should be considered in parallel to additional measures which aim to encourage the uptake of non single occupancy car options and more sustainable access for ICC employees.

Prioritisation of users

ICC can prioritise different user groups to encourage more sustainable ways of accessing the site. As such a higher priority should be provided to employees that carpool, than to employees driving alone. There could also be further prioritisations for employees who are mobility impaired (including those in their third trimester of pregnancy), and visitors.

There are a number of mechanisms to prioritise different user groups.

As on-street and off-street parking spaces within Ipswich are used by members of the public as well as ICC employees it would not be appropriate for ICC to provide these parking spaces as dedicated parks for their employees.

However, it is recommended that certain user groups are prioritised through dedicated carpool, PWD and third trimester parking spaces across on and off-street parking in Ipswich. These may be provided on a percentage of total parking basis similar to the suggestions in table 7. Visitors would be prioritised nearest to 1 Nicholas Street.

A number of parking spaces will also be provided on-site within 1 Nicholas Street. It is recommended that ICC allocates spaces as per the proportions outlined below.

Priority	User group	% of car parking spaces allocated to group
1	Employees or visitors carpooling	20%
2	Mobility impaired employees	5%
3	Third trimester employees	5%
4	Visitors driving alone	10%
5	Employees driving alone	60%

Table 7: Proposed allocation of parking spaces

What Ipswich City Council could do?

Ensure fairness and equity

In any consideration of parking, the realities of travel in and around Ipswich must be recognised – travel by car is easy, straightforward, and currently the best option for the majority of people. A number of factors must be considered in all application of parking management.

1. The objectives of the GWTP which is about safety and security (so ICC must be careful about getting too involved with where people park, in case there are issues), treating employees fairly (many will not have any alternative but to drive to work alone), and reducing carbon emissions (people should not be driving further than they need to).
2. Loss aversion: people generally feel loss more intensely than they feel gain, and instinctively value what they stand to lose more than what they stand to gain.
3. Best practice in GWTPs is that incentives must be introduced before any disincentives. If people are to be discouraged from driving alone in any sense, a reasonable alternative must be presented i.e. a supported car pooling system.

Consider fiscal influences

Data from the focus groups suggest time-restrictions are not very effective in discouraging parking location choices in Ipswich City Centre. As a result, ICC may wish to consider the following.

- Adjusting financial levies for long-stay car parks in IGO zones, or make changes to time restriction enforcement mechanisms. E.g. Limiting people to one stay in time-restricted zones per day.
- Making car pool spaces free, or implementing a significant discount for carpool parking spaces. This would need to be applied consistently across all council controlled parking spaces.
- Increases to all parking levies as a means of improving the relative attractiveness of public transport or active modes. However given the current additional barriers to these modes this would not be recommended at this stage.
- Increases to the financial levy applied to long-stay/ longer park times within the IGO zones which are not supportive of long-stay parking. However, politically this may be unpalatable. Given a large proportion of ICC employees currently park within these zones and move their cars throughout the day to avoid fines a system may need to be implemented to prevent repeated short parking stays throughout the day. E.g. requiring a number plate upon purchase of a ticket and not allowing multiple short-stay/ free parks to be purchased in a row.

Encourage employees to park further away and walk

ICC could encourage employees to park in free, unrestricted parks outside of the IGO restricted zones. Promotion of the end of trip facilities and information about walking routes or the benefits of walking to work will assist with this.

There are five additional parking zones which employees could be encouraged to travel to, with over 950 parking spaces available, based upon average utilisation levels. There is also over 1,700 off-street car parking spaces available across Ipswich.

Location	Total on-street Capacity	Average utilisation (2020)	Available on-street capacity
Zone 1	355	27%	260
Zone 2	397	45%	219
Zone 6	340	62%	129
Zone 9	422	62%	160
Zone 10	278	33%	186
All	1792	46%	954

Table 8: On-street parking utilisation in un-restricted zones

This indicates there is sufficient capacity for all of the employees who may need to travel by car, and park for work. However, the attractiveness of the option will decrease as the walk to the new building gets longer, at which point micro-mobility connections may help to improve the attractiveness of parking further away.

What Ipswich City Council could do?

Encourage employees to park further away and use micro-mobilities for first/last mile

Travel by e-bike and/or e-scooter can help to mitigate the climate and topography barriers to using active modes in Queensland.

Partnering with e-bike/ e-scooter providers to provide discounts or public e-bikes/ e-scooters at selected locations may help employees to park here and travel to the office.

However, the cost associated with purchasing one's own e-bike or e-scooter, or using publicly provided subscription services such as Neuron, must be considered.

The generalised costs analysis suggests that parking further away in a free, unrestricted parking space, and using a privately owned e-scooter to travel to work is an attractive option based upon the whole of journey cost. This provides a strong indication of the convenience of micro-mobilities, once owned by an individual.

ICC could encourage the use of e-bikes and e-scooters to support first and last mile connections from non-restricted parking zones. This might involve the following.

- Partner with local e-scooter or e-bike suppliers to provide discount option for ICC employees

- Partner with local e-scooter or e-bike subscription service providers to provide discounted rates to ICC employees
- Promote the use of the end of trip facilities
- Provide information about walking and cycling routes for employees
- Provide information about the benefits of traveling using more active modes
- Re-invest revenue from parking into improvements to active mode infrastructure

Support employees to park in the Civic Carpark near to the office

The Civic Carpark is located approximately 90m walk from the new 1 Nicholas Street with a total capacity of 994 paid parking spaces.

Historical data shows that it has very low utilisation averaging 11% in 2018 and 3% in 2020. This provides more than enough parking for the expected number of ICC employees expected to drive to work, accounting for approximately 50% of all parking spaces.

There is an \$8 per day (early bird) fee or \$100/month, paid in advance with an allocated parking space.



Figure 15: Ipswich City Square Car Park walking route

Parking in this car park, with the minimum parking fee, through the monthly subscription was the second most attractive option (through the generalised costs analysis), predominantly due to its close proximity to the office. To maintain access for employees who need to drive, without parking on-street in IGO restricted zones, ICC could support employees to park in the Civic Carpark.

Information about the car park and rates should be provided alongside information about alternative travel and access options.

To also encourage more sustainable parking behaviour prioritisation mechanisms could be implemented. These could include discounted parking for people (employees and public) who carpool and the provision of sufficient dedicated carpool parking spaces.

What Ipswich City Council could do?

Enforcement of prioritisation and levies

When implementing any mechanisms to prioritise different users such as dedicated carpool parking spaces, timed restrictions or differentiated parking fees it is important to consider how these will be enforced.

There are two general approaches to enforcement, each having a number of benefits and disbenefits.

Option 1: High penalty, low enforcement

This option involves a very high penalty for any breaches to parking in the priority parking area, but a lower resource/focus upon enforcing the restrictions.

Option 2: Low penalty, high enforcement

This option involves a more lenient penalty for any breaches to the system but a much higher resource/ focus upon enforcing the restrictions, resulting in a higher risk of a penalty being levied.

Both options can discourage different users from breaching the system based upon the risks they perceive. Often one of the main driving factors behind the enforcement mechanism is the available resources for enforcement. As ICC may have limited resources it is recommended that a high fee, low enforcement approach is used.

This would involve a resource taking a random weekly or monthly audit of the parking at specific on-street zones or off-street car parks. This audit may include both in person checks as well as CCTV checks where possible.

Over time it may be possible to invest in more automated enforcement solutions that can shift the approach to a lower fee, higher enforcement approach.

Providing information and support through a GWTP coordinator

ICC can appoint the GWTP coordinator to oversee the management of parking or work closely with the nominated parking manager.

The GWTP coordinator could be responsible for the following actions in support of the parking management strategy.

- Acting as the key contact, available for any queries or actions related to parking management to be directed to.
- Coordinating and ensuring information about parking remains up to date and available for all employees, alongside information about other aspects of access to work and travel.
- Overseeing the coordination and alignment of the parking strategy for the GWTP, with IGO.

- Coordinating the enforcement of any prioritisation or financial levy mechanisms.
- The annual review and update of financial or other prioritisation mechanisms.

Developing a commuter parking management strategy for ICC employees and visitors
- Supporting Appendixes

Access by people travelling by car – on-street parking in the local area



A total of 2,905* public on-street car parking spaces are available across the ten zones in Ipswich Central. This includes 1,864 unrestricted car parking spaces.

Zone	Unrestricted parking	Restricted	PWD	All
1	336	9	10	355
2	184	207	6	397
3	296	343	6	645
4	47	143	10	200
5	0	57	4	61
6	306	34	0	340
7	18	103	2	123
8	84	0	0	84
9	338	82	2	422
10	255	19	0	278

The IGO strategy does not support long-stay parking on-street by commuters in certain zones. If these zones are not included in the count there is a total of 1,876* car parking spaces available, 1,503* of which are unrestricted.

*Parking numbers are based on September 2020 data.

Item 5 / Attachment 1.

Access by people travelling by car – off-street parking



*Roderick St car park will no longer be available to ICC employees once the move takes place and ownership is changed. **Queen Park parking has been excluded as all parking is encompassed as a single count for the zone. Not split out as restricted or unrestricted parking. ***Parking numbers are based upon September 2020 data.

There are also a further 1,718*** car parking spaces available in council controlled off-street car parks, within these ten zones..

Car park	All
Bell St	14
Bob Gamble Park	24
Denmark Hill	50
Marsden Parade	176
Olga St	201
River Heart Parkland	83
Roderick St	133
West St	43
Civic Carpark	994
Total	1,718

This provides a total of 4,623*** council controlled car parking spaces within Ipswich Centre. If on-street parking spaces from IGO zones that don't support long-stay commuter parking are excluded, there is a total of 3,594***.

Access by people travelling by car – all parking in the local area



Enlarged overleaf

1,596 car parking spaces (on-street and off-street) are available within a 500m walk of 1 Nicholas Street. Within 1000m walk, there are 1,860 car parking spaces available. Zone 1, Queens Park is the only zone which has no parking spaces available within 1000m.

This parking capacity currently includes zones where long-stay parking is not supported, as part of the IGO strategy. If these zones (3,4,5 and 7) are not included there is the following capacity.

- 1,408 car parking spaces within 500m.
- 1,436 car parking spaces within 1000m.

Location	Within 500m walk			Within 1000m walk		
	Unrestricted park	Timed parking	Total*	Unrestricted park	Timed parking	Total*
Bell St off-street			14			
Bob Gamble Park						
Denmark Hill						
Marsden Pde						176
Olga St offstreet			201			
River Heart			83			
Roderick St***						133
West St			43			
Civic Carpark			994			
Zone 1						
Zone 2		32	34	174	164	340
Zone 3				61	167	232
Zone 4		76	84	47	63	112
Zone 5		56	61			
Zone 6	2		2	236	27	263
Zone 7	6	36	43	25	54	80
Zone 8				22		22
Zone 9	19	18	37	269	60	331
Zone 10				159	12	171
All			1,596			1,860

*Total parking also includes disability parks available to the public. **The Bowls Club and Nerima Gardens are grouped together as the Queens Park Carpark. ***Roderick St will no longer be avail to ICC employees once the office relocation takes place as the lease will change ownership.



Item 5 / Attachment 1.

Travel and transport conditions – All parking

Location	Utilisation 2018		Utilisation 2020	
	Average	Max	Average	Max
Zone 1	33%	51%	27%	41%
Zone 2	60%	73%	45%	54%
Zone 3	70%	84%	66%	78%
Zone 4	66%	84%	49%	62%
Zone 5	64%	86%	48%	62%
Zone 6	73%	90%	62%	71%
Zone 7	73%	85%	45%	62%
Zone 8	73%	89%	48%	50%
Zone 9	61%	82%	62%	71%
Zone 10	/*	/*	33%	42%
All	63%	79%	49%	59%

When comparing parking utilisation there has been a noticeable decrease from 2018 to 2020, in on-street parking. The 2020 survey was undertaken following COVID-19 restrictions so may be lower than current parking utilisation. When the survey is next undertaken in 2021 the long-term impacts on parking utilisation, of COVID-19, will be clearer.

Both the 2018 and 2020 data indicates that there is additional car parking spaces available in Ipswich. This indicates there is an average additional capacity, on any given day, of between 1075-1482 car parking spaces. This range is based upon a high utilisation scenario (2018) and low utilisation scenario (2020). In both instances there is sufficient capacity for almost twice the number of ICC employees expected to travel to the new building on any given day**. It is important to note that this may include double counting as we cannot distinguish the proportion of the current utilisation that employees already contribute to.

*Utilisation for North Ipswich, Zone 10, was not surveyed in 2018.

Location	Utilisation 2018		Utilisation 2020	
	Average	Max	Average	Max
Bell St offstreet	57%	79%	71%	79%
Bob Gamble Park	13%	21%	17%	38%
Denmark Hill	84%	98%	74%	88%
Marsden Parade	106%*	123%*	65%	77%
Olga St offstreet	88%	99%	68%	81%
River Heart	57%	70%	58%	78%
Roderick St**	49%	68%	21%	35%
Ipswich City Square Car Park	11%	15%	3%	6%
All***	58%	73%	53%	68%

When comparing parking utilisation there has also been a noticeable decrease from 2018 to 2020, in off-street parking. Again, the 2020 survey was undertaken following COVID-19 restrictions so may be lower than current parking utilisation.

Both the 2018 and 2020 data indicates that there are additional car parking spaces available in Ipswich. This indicates there is an average additional capacity, on any given day, of between 254-284 parks. This range is based upon a high utilisation scenario (2018) and low utilisation scenario (2020). In both instances this does not provide sufficient capacity to accommodate all ICC employees moving to the new building. It does however provide sufficient capacity for approximately half of the number of ICC employees expected to drive in on any given day***. It is important to note that this may include double counting as we cannot distinguish the proportion of the current utilisation that employees already contribute to.

*In 2018, Marsden Parade car park had an overflow area where people parked, although there weren't formal car parking spaces here. Results in more cars than parking spaces in the car park. **Roderick St will no longer be available to ICC employees once the office relocation takes place as the lease will change ownership. ***Excludes City Square Carpark as it is a clear outlier.

What are the known challenges?

Number of employees parking in Ipswich

These calculations are based on the estimated 828 employees that will be based at 1 Nicholas Street. It is unlikely that 100% of employees will be in on any given day. As a rule of thumb it is estimated that approximately 76% of employees are in the office on any given day, accounting for those on sick leave, annual leave or currently working from home. This is Scenario "Future" (76% in on any given day).

In addition, COVID 19 has created significant changes in the way we live, work and travel. The survey results indicated that there is a high level of support for working from home practices with approximately 65% of employees now indicating they are open to working from home in some capacity. A reduced workforce scenario has been calculated based upon the number of days respondents indicated they could work from home in the future. This provided an estimate that, on average, employees could work from home 1.5 days per week. If we also include the 76% reduction based upon employees who are on sick leave, annual leave etc it brings it down to approximately 56% of the employees being in the office on any given day. This is only reduced by 20% due to double counting of employees working from home. This is Scenario "WFH Future" (56% in on any given day).

Scenario	Total employees	Number of employees travelling on any given day	Number of employees expected to park
Future – All Parking	828	629	534
WFH Future – All Parking	828	503	427

Assigning a dedicated GWTP Coordinator

Step 4: design a package of initiatives. Exploring opportunities – overarching actions

Hypothesis: Establishing a GWTP Coordinator will ensure the successful implementation of the GWTP.

The GWTP is designed to be a live document which continues to be implemented, monitored, reviewed and refined to deliver the vision. To ensure the GWTP is a success, a GWTP Travel Coordinator should be identified who will be responsible for the coordination and delivery of the GWTP on a daily basis. The Coordinator would have a number of key roles, which would be supported by a number of desirable skills.

Role Description	Desirable Skills
Responsible for day to day management of GWTP.	Well organised, ability to work independently and manage a project with minimal supervision.
Liaison with internal and external stakeholders to ensure effective implementation.	Excellent communication and inter-personal skills, confident dealing with senior internal and external stakeholder.
Oversee the travel survey, site and policy assessment audits, and responsible for monitoring, tracking and reporting on progress.	Good numeracy skills and ability to interpret data.
Oversee engagement and marketing, and key point of contact for GWTP.	Understanding of marketing and how to change people's behaviour.
Coordinate development and design of GWTP.	Willing to be a 'champion' for the GWTP.

It is desirable to have a coordinator who has an appreciation for future technologies and mobilities, and emerging developments across all arms of the triple access system. They must also be highly personable and good with numbers. It would be an added benefit if such a person was already an ICC employee with connections across the organisation. This will aid them in their ability to communicate across ICC.

During the development of the GWTP a number of engagement exercises were undertaken. This enabled a number of champions to be identified who are supportive of the GWTP. The champions may be able to support the Coordinator in the delivery of the GWTP and implementation of specific initiatives. Support from champions help the GWTP coordinator to continue focus on the coordination of the plan and identification of future opportunities to deliver behaviour change. In addition their involvement in the behaviour change workshops means that they have the potential act as change agents, journey planning support or good news stories.

Whilst these champions may act as additional support, it is important that there is a central coordinator, who has a dedicated role in the delivery of the GWTP.

The following slide details a number of roles the GWTP Coordinator may need to perform.

strategic alignment - check

action: provide holistic travel information packs and central intranet page for all employees

GWTP goal

To improve the quality of life for our employees and our community, leading the way in sustainable workplace practices

GWTP objectives

Ensure employees can access the CBD site safely and securely.

Improve the health and well being of our employees.

Ensure employees are treated fairly.

Ensure employees have attractive options to access work and the workplace, to enable them to contribute effectively.

Reduce carbon emissions and transport related pollution.

Ensure efficient spend of resources, reduce total distances travelled, minimise the impact of congestion around the CBD site.

GWTP strategy

Develop a new approach to work travel, recognising that parking is a key concern. This will be a package of sustainable actions focused on access, enabling people to work safely, securely and easily.

Response: A GWTP Coordinator role would provide a central resource to support the implementation of the GWTP.

Recommendation: Establish a GWTP coordinator role with clear responsibilities for the delivery of the plan, with support from identified champions.

Table 9: GWTP coordinator role description and skills

The role of a GWTP coordinator

Implementing GWTP initiatives

The GWTP will include a package of initiatives that have been designed to encourage sustainable travel. The GWTP Coordinator will be responsible for implementing or overseeing the implementation of these initiatives. For example, they may be responsible for implementing a carpool match up programme etc. They also be responsible for overseeing the implementation of initiatives such as the installation of cycle parking etc.

Liaising with employees, visitors and customers, and promoting sustainable travel

The GWTP Coordinator will be responsible for all matters relating to the promotion of sustainable travel to employees, visitors and customers of 1 Nicholas Street and Ipswich Central Library. This may for example include the preparation and distribution of sustainable travel information, personal journey planning support etc. It will include planning and running any promotional events like national ride to work day.

Liaising with stakeholders, including the Local Planning and Transport Authorities

As part of a GWTP there be a number of initiatives which require input or support from other authorities. This may include State or local Government, as well as other planning or transport authorities.

The GWTP coordinator will be responsible for engaging with these stakeholders if and where necessary to support specific initiatives within the GWTP. E.g. Engaging with Translink to support encouraging employees to use heavy rail or specific bus services.

The GWTP Coordinator will also need to liaise with other interested parties as part of their role, which can include sharing ideas with other businesses or councils to encourage more sustainable travel behaviour in other areas.

Monitoring the effectiveness of the GWTP

To monitor the effectiveness of a GWTP it is necessary to undertake regular surveys of employee travel behaviour, and compare it to previous years.

The GWTP will also include a Monitoring & Evaluation Plan which may include directions for additional elements which need to be monitored, by the GWTP coordinator, over time.

Reviewing the GWTP and preparing Action Plans

It is necessary to undertake regular reviews of the GWTP, usually on an annual basis. These reviews will investigate the progress the GWTP is making against the KPIs, objectives and vision identified with the plan. This review is intended to guide changes and adaptations to the plan overtime in response to changes seen in travel behaviour, external conditions or progress towards the vision.

Tailored Example job description – Green Workplace Travel Plan Coordinator

Green Workplace Travel Plan Coordinator

Position Summary

Transport is one of the hottest agenda issues of the day. Developing and implementing cutting edge solutions is one of the biggest challenges for professionals, ~~government~~ and businesses. This position offers a unique opportunity to work at the forefront of sustainable transport planning, on practical and effective solutions that will contribute to combating local as well as global transport issues.

Ipswich City Council is re-locating over 800 employees to a new site in the centre of Ipswich with restricted car parking spaces. Travel and transport issues are of concern to staff, and the role of the Green Workplace Travel Plan Coordinator is essential to the successful re-location and ongoing operation of the building.

The Green Workplace Travel Plan Coordinator is responsible for implementing the Ipswich Green Workplace Travel Plan - a package of highly innovative and sustainable solutions designed around access. Designed according to latest international best practice, the vision of the Plan is to improve the quality of life for our employees and our community, leading the way in sustainable workplace ~~practices~~.

You must be interested in today's travel challenges and ~~opportunities~~, however previous travel plan experience is not essential. More important will be your ability to communicate effectively with employees, senior ~~management~~ and external stakeholders.

You must be able to plan effectively, to time and to budget, and have excellent organisational and prioritising skills. In addition, it is essential that you are confident in collecting and analysing numerical data. Regular monitoring and reporting on the impact of the travel plan will form a key part of the job.

This is a great opportunity to develop skills in the practical application of sustainable travel planning – initiatives that are rapidly gaining acceptance worldwide as essential tools to help combat global climate change as well as contribute to improvements in the local community.

Training, ~~guidance~~ and support will be provided.

Key Accountabilities/Major Areas of Responsibilities

The Green Workplace Travel Plan Coordinator will be responsible for:

- Promoting and further developing the travel plan initiatives, including <<INSERT>>
- Maintaining the information about the Green Workplace Travel Plan on the Intranet – to ensure information is current, advice and recommendations are reasonable and practical, and the needs of all employees are reflected.
- Maintaining, updating and as necessary re-assessing the car pool scheme to ensure maximum uptake.
- Responding to (and monitoring) all GWTP related feedback.
- Presenting to employees at all levels on GWTP issues.
- Working closely with the Internal Communications team to develop promotional material and communications as appropriate.
- Ensuring transparency in the GWTP process – liaising closely with Internal Communications to ensure all necessary information is provided in a timely manner to employees.
- Monitoring journey to work travel patterns of staff, including undertaking the annual employee travel survey & reporting on the results.
- Monitoring and reviewing the GWTP initiatives to ensure key milestones and deliverables are met according to agreed timeframes and parameters.
- Involving expert consultants as necessary to provide detailed technical advice.
- Working closely with those responsible for car parking to ensure management car parking fits the objectives of the GWTP.
- Liaison with transport providers and other external stakeholders to promote awareness of the GWTP and negotiate for cooperation with GWTP measures as appropriate.
- Evaluating (and recommending on) any opportunities for area wide partnerships e.g. car pooling programmes, Demand Responsive Transport.
- Evaluating (and recommending on) and managing any opportunities to take part in national/state travel events e.g. national Walk to Work day.

- Monitoring and reading to State and Federal transport policy and working with the Corporate Affairs Manager to coordinate advocacy where appropriate.

Key Challenges/Problem Solving

The Green Workplace Travel Coordinator requires the ability to:

- Establish and maintain effective relationships with a range of people, including senior management, in a manner that gives confidence in the travel plan.
- Deal with travel, ~~transport~~ and access issues professionally, sensitively, quickly and efficiently to ensure the GWTP is respected across Council.
- Manage expectations and competing demands of various stakeholders.
- Keep up-to-date with national and local issues that impact on travel.
- Conduct robust analyses of data for presentation to key stakeholders to inform monitoring and review process.

Qualifications/Experience/Knowledge

Essential

- Tertiary qualification with good numerical and communication skills.
- At least three year's experience in an area related to marketing, market research, public relations, business management or transport planning.
- Good presentation and negotiation skills.
- Excellent numerical and analytical skills.
- Proven ability to prioritise and manage a substantial workload.
- Ability to work and take decisions independently as well as within the broader team responsible for the GWTP.

Desirable

- Knowledge of Ipswich organisation and processes.
- Appreciation of travel and transport issues associated with the relocation.
- Knowledge and understanding of sustainability issues.
- Knowledge and understanding of travel behaviour.

Professional skills

- Excellent written and spoken communication skills.
- Computer literate and internet savvy.
- Market research – survey and focus group design, analysis and reporting.
- Spreadsheet analysis.
- Ability to influence decisions and outcomes.
- Monitor and identify issues, and implement actions, to protect the company and promote the travel plan.
- The ability to assess and balance commercial and sustainability imperatives.
- Appreciation of the opportunities and constraints of the private sector.

Behavioural Competencies

- Highly motivated with strong initiative.
- Proactive and forward thinking.
- Considered and balanced judgement.
- Works well in a team environment.
- Communicates clearly, ~~effectively~~ and persuasively – to internal and external clients.
- Self directing with flexibility to adjust to changes in priorities and business directions.

Word Document version available.

Additional Example job description (1,2)

WTP Coordinator Role

Key Accountabilities/Major Areas of Responsibilities

- Developing strategic plans to shape & drive the direction of the Travel Plan
- Prioritising initiatives into yearly plans, with deliverables and milestones
- Preparation and review of the Annual Report
- Presentation to the wider business
- Developing a monitoring framework for the
- Attracting and maintaining membership
- Managing the overall performance of the plan
- Promoting and marketing the plan
- Evaluation and assessment & selection of initiatives to ensure value for money and good return on investment
- Developing, procuring and implementing transport initiatives
- Responding to queries
- Managing risk
- Management of additional resources/ employees supporting the plan

Essential attributes

- A Tertiary qualification
- A minimum of 8 years working in TDM
- Experience with car park management, car pooling, car sharing, promotion of active transport
- Appreciation of travel behaviour change strategies
- Knowledge of innovative transport management approaches
- In depth understanding of Transport Management Associations
- A proven record in managing and achieving transport change
- A strategic thinker
- Excellent numerical and analytical skills
- Excellent stakeholder engagement skills
- Proven marketing and communication capabilities
- Proven ability to prioritise and manage a substantial workload
- Ability to work and take decisions independently

Desirable attributes

- Experience in public relations
- Experience in financial management – reporting and analysis
- Working on other workplace travel plans
- Relevant working experience in Queensland

Sundero

Role title: Senior Travel Plan Coordinator

Salary range: £27-30,000

Part time role: 32 hours per week

Take a lead role in the development, implementation and ongoing management of travel plans and their associated initiatives, specifically at GSK House (Brentford), Stockley Park and Weybridge but providing support for the same activities at the UK R&D sites (in Hertfordshire).

1. Devise and implement initiatives for reducing dependence on car travel

Devise and periodically run relevant promotional activities including road shows and advertisement campaigns, utilising internal travel planning brand

Manage the car sharing system, acting as liaison between the provider and customers.

Liaise with other parts of the GSK business to work together towards common goals, share good practice and promote consistency.

2. Liaise with third party organisations, to get their support in promoting use of alternative modes and raise the profile of GSK's activities in travel planning.

3. Establish and maintain close relationships with both local and county councils and in particular with the designated planning officer responsible for travel planning

4. Constantly challenge all aspects of the travel plans and their associated initiatives to ensure they remain relevant and illustrate GSK's proactive attitude to minimising the impact of business travel on local communities and the environment generally.

Mott MacDonald

Additional Example job description (3,4)

Travel Plan Coordinator (TPC)

ABOUT THE TRAVEL PLAN COORDINATOR

In order to achieve or exceed the Travel Plan targets, it is necessary to hire a Travel Plan Coordinator. The Travel Plan Coordinator implements and manages the Travel Plan, introduces initiatives aimed to encourage sustainable travel, and promotes them internally. The Travel Plan Coordinator also monitors the Travel Plan effectiveness and liaises with the Local Authority on its success. For large developments it is also advisable to set up a Travel Plan Steering Group, which would further promote Travel Plan.

The role of the Travel Plan Coordinator is specific to each individual development and is set out within an approved Travel Plan. The Travel Plan needs to be agreed with the Local Planning Authority when required as part of a planning approval. We are experts in developing a Travel Plan in support of a planning application. For more information about Travel Plan Services provided by IPC please visit [Travel Plans](#) page.

HOW TO CHOOSE SUCCESSFUL TRAVEL PLAN COORDINATOR?

A Travel Plan Coordinator needs to have passion for sustainable transport as the nature of the role is to promote and champion alternatives to the car. Therefore it is vital that the Travel Plan Coordinator leads by example. At Travel Plan Consultants we are passionate about sustainable transport and 50% of our staff currently cycle to work at least once a week. We want to make a difference and have a "can do" attitude.

We have a proven track record as a Travel Plan Coordinator. We have achieved success by meeting the needs of numerous projects and in some cases exceeded the expectations of our clients. Thanks to our negotiation skills, we are able to secure up to 50% discount with local bus operators for season bus tickets and vouchers for bicycles and accessories with local suppliers etc.

At TPC we offer a Personal Travel Planning (PTP) to new occupants at the site to help them explore their transport options. We are available to provide assistance in relation to the way they travel face-to-face, via phone or email. We communicate confidently with individuals or groups of people. For more information about Personal Travel Planning (PTP) please contact us via email at or by phone +44 (0) 20 3289 0091.

DUTIES OF THE TRAVEL PLAN COORDINATOR

Travel Plans are written individually for each development and will vary depending on the development size, site location, local authority planning policy and availability of sustainable transport options etc. Based on the above, the Travel Plan Coordinator role will involve different responsibilities. The Travel Plan Coordinator most common duties are summarised below:

- Raising awareness of sustainable transport
- Development and implementation of the Travel Plan
- Green Travel Voucher Coordination, which includes negotiations with Local Public Transport operators and Cycle Shops to agree discounts for future residents. This TP measure aims to reduce the use of the private car
- Promoting Sustainable Travel events. For example, Walk to Work Week (May), Bike Week (June), Liftshare Week (October)
- Providing Personal Travel Planning advice for anyone requiring transport information
- Monitoring Travel Plan effectiveness via Travel Surveys. TPC gathers information about how resident/ staff / customers currently travel to the development sites and report as required.
- Amend TP Action Plan based on the Travel Survey results to ensure the targets are met.
- Liaising with Local Authority, Developer and Residents / Employees / Visitors in order to successfully implement Travel Plan Actions
- Preparation and implementation of a Car Parking Strategy
- Setting up and coordination of a Dedicated Car Share Scheme

<https://www.travelplanconsultants.com/travel-plan-coordinator>

Appendix 1 - Sample Travel Plan Coordinator Job Description

At _____ organisation, we are strongly committed to being a leader in the area of sustainability. Employee and visitor travel is a key element of this agenda, and _____ organisation wants to ensure that our site remains accessible by sustainable transport for employees, visitors and suppliers alike. We are committed to developing and promoting more sustainable travel choices, from improving cycling facilities, to promoting car-sharing, and providing clear information on alternatives to the car, so that our sustainable travel policy is beneficial to both the local community and our employees, visitors and suppliers alike. To this end, we are looking for a creative, innovative individual, with excellent communication and event/project management skills to manage the _____ organisation Workplace Travel Plan/ Mobility Management Plan.

The successful applicant will liaise with employees, visitors and a wide range of external agencies, including local authorities, transport providers, bike suppliers etc., so the ability to communicate practical transport ideas and promotions is an essential aspect of this post. With up to _____ employees and _____ visitors coming on site every day, finding solutions that appeal to a variety of people offers a considerable challenge.

The successful applicant will be part of a Steering Group made up of the Chief Financial Officer, the Head of Facilities, the Head of Human Resources and a volunteer Green Team. The Steering Group will guide the development and objectives of the Plan and support the Travel Plan Coordinator in implementing and monitoring the plan.

An ability to take ideas from design through to implementation will ideally be complemented with a background in sustainable transport, health promotion or a similar role.

This challenging role offers successful applicants the opportunity to develop specialist skills, and gain experience in a growing field, within the context of a major organisation.

DUTIES AND RESPONSIBILITIES

- To play a senior role in coordinating the _____ Travel Plan
- Setting up, coordinating and attending Steering Groups, Working Groups etc.
- Conducting an employee travel survey and analysis, leading to a development of a travel action plan
- Implementation of the travel plan, with calendarised events over three years
- Designing and implementing effective marketing and awareness-raising campaigns to promote the travel action plan to both staff and visitors alike
- Coordinating the necessary data collection to monitor the success of the plans - implementation, reviewing and updating as necessary
- Acting as the main point of contact for stakeholders, both within and outside the organisation

EXPERIENCE / QUALIFICATIONS

- Candidates should possess the following skills/ qualifications
- Proven track record in marketing or communications with both internal and external parties
 - Excellent organisation and inter-personal skills
 - Event/ project management skills
 - Computer literate with experience of packages such as Word, Excel, PowerPoint
 - Organised, practical, enthusiastic and realistic
 - Results-oriented

The following skills/ qualifications would be advantageous.

- Relevant third level qualification
- Experience of Travel Planning
- Background in health promotion or similar behavioural change programmes
- Knowledge of sustainability/environmental issues
- Desktop publishing
- Social marketing experience
- Background in organisation sector

<https://www.nationaltransport.ie/wp-content/uploads/2020/07/Workplace-Travel-Plans-A-Guide-for-Implementers-App1.pdf>

Behaviour Change Workshop, feedback on a GWTP Coordinator

Goal	Initiative	Comments
Have a Green Workplace Travel Plan Coordinator/Facilitator	Appoint a Coordinator/Facilitator	The Active Transport Officer could take a role
		Car pooling: They could make calendar settings public so that people could see car pooling opportunities
		1 group only - Consider a part time role with strong linkages to active champions
		Ideally appointed in the weeks leading to the move
		Suggested Induction process run by Coordinator regularly in weeks leading to move
		The person should have a pool of example stories of people's journeys
		- ensure diversity of stories (not just heroes)
	Describing the role	Driver of change - not the person who does it all
		Facilitator, not coordinator
		Could be a person - and a group
		Enabler through tools, removing barriers, analysis of options
		Helping people to connect and become self-sufficient - helping people to help themselves
		Could sit in Transport or I-Health - not important where actually
		Person needs capacity to communicate across ICC - and know organisation
		Ideally an existing person rather than an outsider
	Challenges	Why hasn't this worked before - what will make it work?
		Need to avoid that person becoming the doer - look for opportunities and foster others



IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	20 / 05 / 2021
Assessment Made By	James MacArthur
Act/Decision Assessed	Adoption of Green Workplace Travel Plan for 1 Nicholas Street and Ipswich Cent
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights.</p>

Item 5 / Attachment 2.

<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ▪ identify each right ▪ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments 'Guide: Nature and scope of the protected human rights'.</p> <p>Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p>	
	<input type="checkbox"/>	<p>Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</p>
	<input type="checkbox"/>	<p>Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be 'arbitrarily' deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</p>
	<input type="checkbox"/>	<p>Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</p>
	<input type="checkbox"/>	<p>Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn't be subject to conditions that violate individual dignity or exploit human productivity. Limitation: does not include service/work required under a court order, in an emergency or that is part of civil obligations.</p>
	<input type="checkbox"/>	<p>Freedom of movement (section 19) – every person lawfully in Queensland has the right to move freely within Queensland, enter or leave and choose where to live.</p>
	<input type="checkbox"/>	<p>Freedom of thought, conscious, religion and belief (section 20) – the right to develop autonomous thoughts and conscience, to think and believe what they want, to have or adopt a religion and to demonstrate religion or belief through worship, ritual, practice and teaching.</p>
	<input type="checkbox"/>	<p>Freedom of expression (section 21) – the right of all persons to hold an opinion without interference and to seek, receive and express information and ideas. The right encompasses seeking information from government (XYZ v Victorian Police [2010] VCAT 255)</p>
	<input type="checkbox"/>	<p>Peaceful assembly and freedom of association (section 22) – Right to gather together in order to exchange, give or receive information, to express views or to conduct a protest or demonstration. Limitation: only applies to peaceful assemblies.</p>
	<input type="checkbox"/>	<p>Taking part in public life (section 23) – the right of all persons to contribute to and exercise their voice in relation to the public life of the State. Ensures all persons have the opportunity to contribute to the political process and public governance. Includes right to vote and to be elected to public office. Limitation: Applies to 'eligible persons' (e.g. persons old enough to vote).</p>
<input type="checkbox"/>	<p>Property rights (section 24) – protects the right of all persons to own property (real and personal property) and to not be arbitrarily deprived of property. Limitation: cannot be 'arbitrarily' deprived of property (i.e. by conduct that is capricious, unpredictable or unjust).</p>	
<input type="checkbox"/>	<p>Privacy and reputation (section 25) – A person has the right not to have their privacy, family home or correspondence unlawfully or arbitrarily (capricious, unpredictable or unjust) interfered with. A person has the right not have the person's reputation unlawfully attacked. Limitation: cannot be unlawfully or arbitrarily interfered with.</p>	

Item 5 / Attachment 2.

Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) – Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) – rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights – Aboriginal peoples and Torres Strait Islander peoples (section 28) – protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) – entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) – recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) – A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) – protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) – recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) – protects against double jeopardy – not to be taken to court or punished more than once for an offence they have already been convicted or acquitted.
	<input type="checkbox"/>	Retrospective criminal laws (section 35) – the right to not be found guilty of an offence for an action that was not an offence at the time it was committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) – right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) – right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

Item 5 / Attachment 2.

<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p>
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable (proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

Item 5 / Attachment 2.

<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

Item 5 / Attachment 2.

<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right – END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right – Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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Doc ID No: A7299689

ITEM: 7

SUBJECT: WASTE AND CIRCULAR ECONOMY DIRECTIVE UPDATE 3

AUTHOR: WASTE AND CIRCULAR ECONOMY TRANSFORMATION MANAGER

DATE: 27 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning an update on the implementation of the Waste and Circular Economy Transformation Directive.

RECOMMENDATION/S

A. That the report be received and the contents noted.

B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.RELATED PARTIES

There are no specific related parties in respect to the directive.

ADVANCE IPSWICH THEME

Caring for the community

PURPOSE OF REPORT/BACKGROUND

On 3 December 2020, Council resolved to adopt the 'Waste and Circular Economy Transformation Directive' (the Directive) which prioritises the protection of the health and wellbeing of our community and environment, liveability of our city, and future vibrancy of our economy.

A detailed project management plan is in train to assist in the execution of the Directive. This involves multiple projects across a range of branches and external parties. Attachment 1 is a summary of immediate past priorities and future actions proposed in order to address the Directive as well as the Strategy and Implementation Plan. The implementation plan and the stakeholder engagement plan are intended to be workshopped with Councillors on completion.

Attachment 1 is an update to the work on the program to date for the information of the Council.

LEGAL/POLICY BASIS

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

Not Applicable

RISK MANAGEMENT IMPLICATIONS

There are no risk management issues associated with this recommendation.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision

(a) in a way that is not compatible with human rights; or

(b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.

Recommendation A states that Council receive and note this report. The Waste and Circular Economy Directive Update No. 3 report has been subject to a human rights analysis to ensure:

(a) the decision to receive and note this report is compatible with human rights; and

(b) to give proper consideration to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 2. The outcome of the human rights analysis is that the decision to receive and note this report is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

There are no budget or resourcing implications associated with this report. There are financial and resourcing implications associated with the implementation of the Directive. These will be considered as part of any implementation plans.

COMMUNITY AND OTHER CONSULTATION



No consultation has been undertaken or required for this report.

CONCLUSION

The internal program of work, alongside the establishment of a joint taskforce with the Queensland Government, will begin to enable Council to more cohesively address the myriad of complex waste industry and management challenges and opportunities faced by the city today and in the future.

Current priority

Further updates will be provided to the Council.**ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS**

1.	Committee Update 3 - Waste and Circular Economy Transformation Manager ↓ 
2.	Human Rights Impact Assessment ↓ 

Brett Davey

WASTE AND CIRCULAR ECONOMY TRANSFORMATION MANAGER

I concur with the recommendations contained in this report.

Peter Tabulo

GENERAL MANAGER, PLANNING AND REGULATORY SERVICES

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

Waste Principles - High Level Strategy and Implementation Plan

Principle	Principle Description (5-year corporate plan commitments)	Policy Lever / Action	Scope	Actions		Current Actions	Next focus
					Previous Reporting Period		
Establish a Waste Code of Practice	To achieve better outcomes for our community, we will guide best practice among waste producers and operators by creating and implementing an Ipswich Waste Code of Practice in partnership with key stakeholders.	Waste Code of Practice ICC Compliance Activity	Prepare a Waste Code of Practice which conveys the expectations of our community to guide both the operations and improvements of existing facilities and the development of new facilities such that impacts on our community are managed.	Prepare a Waste Code Engage Industry and community for comment Adopt Code of Practice Seek buy in from industry Pursue with compliance program	Meet with WRIAQ to work through opportunities for industry code of practice. Meeting date has been set.	Have met twice with WRIAQ to progress relationship and to collaborate on a Waste TOR. WACETM currently drafting content to continue collaboration. Compliance Discussion Paper being drafted to inform program. Self Audit letters have commenced distribution to operators. Discussions between operators, compliance staff and the WCETM have commenced.	Draft content for discussion with WRIAQ Finalise internal feedback for compliance discussion paper. Continue to pursue self-audit letters and existing compliance activity.
Drive Industry Best Practice	We will create and adopt a diverse range of policies and measures which we will use to: advocate for other levels of Government to deliver legislative reform, drive industry transformation, and guide Ipswich City Council to deliver best practice waste management services on behalf of our community.	Joint Waste Task Force with DES Prepare instruments to guide lobbying for government reform New Planning Scheme Waste Levy Waste Strategic Planning	Prepare a range of policy responses with identified areas of responsibility (including State Government) to address the issues being experienced by our community. We can also consider our own contribution to industry best practice, including the ability to influence the industry through our own waste operations and contracts.	Undertake review of best practice opportunities Undertake a review of opportunities to incentivise best practice	Several Waste sites have been visited and a review of available information has been commenced in respect to opportunities for best practice. This will continue. This exercise will inform and be informed by the Joint Task Force and the draft Resource Recovery Strategy.	TOR is being reviewed by State Government with a date set for the first Joint Task Force Meeting. Regular meetings with DES compliance team has been established and are occurring. Policy responses and options are being collated with input from State Government to inform Joint Task Force. Resource Recovery Strategy engagement completed. For discussion at June Council meeting.	TOR and Joint Task Force Policy responses and options are being collated with input from State Government to inform Joint Task Force.
Strong Compliance Culture	We will use the full power of Council's policy and legal instruments to drive	Joint Waste Task Force with DES	Improve our collective compliance and enforcement regime including cooperation with the State Government to better manage the	Identify all current uses to undertake a self-assessment and invite them to voluntarily self-scrutinise Engage with DES (Waste Levy and ERA Compliance)	Joint Waste Task Force Meeting has been committed with senior state bureaucrats and a date for an inception meeting is being negotiated.	TOR is being reviewed by State Government with a date set for the first Joint Task Force Meeting. Regular meetings with DES compliance team has been established and are occurring.	TOR and Joint Task Force Continue regular meetings with DES Continue current compliance activity including Self-Audit letters.

	performance improvements of waste management operations within our communities. We will monitor and enforce approval conditions with greater diligence and we will hold the State Government to account to take greater action on matters for which it is responsible.	Prepare instruments to guide lobbying for government reform New Planning Scheme	impacts of the waste industry being experienced by our community. Advocate for the state government to invest in compliance and enforcement of environmental standards as the primary responsible agency.	Implement a compliance audit or series of identify risks and opportunities and un-enforceable/absent EA conditions. Negotiate investigation plans and communicate EA amendments where applicable with DES. Implement a compliance maintenance regime Review opportunities to utilise waste contracts to drive industry behaviour.	Self-Audit Letters have been drafted and are in the process of being distributed to the industry. These letters have been delayed owing to planned meetings with the individual industries prior to distribution of the correspondence. A preliminary meeting has been held with the Waste Levy and ERA compliance team. It is anticipated that this subject matter will also be dealt with as part of the Joint Waste Task Force.	Policy responses and options are being collated with input from State Government to inform Joint Task Force. Self Audit letters have commenced distribution to operators. Discussions between operators, compliance staff and the WACETM have commenced.	
Strategic and Sequenced Remediation	We will advocate for and seek to ensure the orderly sequencing and proper remediation of mining voids and end-of-life sites across the Ipswich local government area, and seek for a range of alternate remediation options to be considered. Strategic sequencing will be based on infrastructure, topographical, environmental and social opportunities and constraints. We will proactively seek appropriate investment and funding to ensure community benefits are	Joint Waste Task Force with DES Prepare instruments to guide lobbying for government reform	Determine Council's planning instruments and other mechanisms to facilitate sequenced remediation There is a legacy of former landfills, former mining voids and a range of other sites which are likely to require management and remediation to minimise impacts on our community and to prevent a potential legacy into the future. This will require significant investment from the State Government who is principally responsible for issues associated with the mining of minerals and environmental standards associated with waste facility closure and post closure care.	Identify the extent of voids that are currently existing and do not have a valid approval to undertake a landfill Contact landowners to identify plans and any opportunities Understand obligations from Mining Leases and Plans of Operation With agreement from landowners, seek an open tender of potential solutions for the remediation or stabilisation and beneficial use.	Joint Waste Task Force Meeting has been committed with senior state bureaucrats and a date for an inception meeting is being negotiated. This item has not yet been progressed.	TOR is being reviewed by State Government with a date set for the first Joint Task Force Meeting. The WCETM has commenced participation in a 'Baseline works for mine rehabilitation and closure collaboration project' to better understand the current policy framework and opportunities around mining rehabilitation.	TOR and Joint Task Force

	realised from site remediation.						
Protect Our Residential Amenity	We will actively discourage new waste industry developments in close proximity to residential areas where it is clear the development impacts will not be manageable onsite and will negatively detract from amenity. At the same time we will discourage residential encroachment in close proximity to areas designated for future industrial development.	Prepare instruments to guide lobbying for government reform New Planning Scheme	Develop more extensive planning controls to be incorporated into our new planning scheme to address both amenity and reverse amenity impacts associated with growth of residential areas and industrial areas.	Undertake targeted stakeholder engagement to: <ul style="list-style-type: none"> □ Reinforce the importance of reporting issues to the pollution hotline □ Reinforce to the industry and operators regarding the potential impacts that the industry are having on residents Engage with DES on overall strategy with pollution hotline (as well as compliance program as noted above) Engage with State Planner on the position of the State Government on Planning for Waste.	Joint Waste Task Force Meeting has been committed with senior state bureaucrats and a date for an inception meeting is being negotiated. A scope for the Stakeholder Engagement Plan has been drafted. Internal workshops are being planned to complete the draft plan and provide the plan to Council for review.	TOR is being reviewed by State Government with a date set for the first Joint Task Force Meeting. This project is continuing: A scope for the Stakeholder Engagement Plan has been drafted. Internal workshops are being planned to complete the draft plan and provide the plan to Council for review. WCETM has commenced reviewing policy options and challenges to consider new Planning Scheme.	Stakeholder Engagement Plan as a priority.
Partnering and Collaboration	We will lead and work collaboratively with all levels of government and SEQ Councils to transform the region's management of waste streams from linear to a circular 'recycle-reuse-remake' solution to achieve an overall reduction of waste going to landfill in Ipswich.	Joint Waste Task Force with DES Prepare instruments to guide lobbying for government reform Waste Organisations and Peak Body	The challenge of waste management is not ours alone to address. As time goes on, more and more landfills in SEQ will reach capacity. It is critical that in order to protect our community and the interests of our community, we both plan for our ongoing waste needs (see below) and the needs of the region. Improvements to the waste management practices of the community requires cooperation from all levels of government, and does not stop at local government boundaries. Develop an engagement protocol to work with government and industry around the end markets and product stewardship.	Establish joint waste task force (ICC / DES) Educate our community (Stakeholder Engagement Plan) on our contribution to the problem and the benefits of us improving our behaviours locally Engage with the community on waste reduction targets for Ipswich City Council Residents Implement engagement strategy to achieve target Form a circular economy strategy group of council and industry stakeholders to explore the economic opportunities for Ipswich	Joint Waste Task Force Meeting has been committed with senior state bureaucrats and a date for an inception meeting is being negotiated.	TOR is being reviewed by State Government with a date set for the first Joint Task Force Meeting. Have met twice with WRIAQ to progress relationship and to collaborate on a Waste TOR. WCETM currently drafting content to continue collaboration.	TOR and Joint Task Force

Lead by Example	We will investigate and progressively adopt relevant best practice waste collection and management solutions; and we will provide clear market signals and explicit benchmarks so best-practice commercial operators will invest in Ipswich with confidence.	Joint Waste Task Force with DES Prepare instruments to guide lobbying for government reform Waste Strategic Planning	Adopt best practice and proven technology in Council's waste management operations (includes procurement).	Use market power where available to drive higher standards (Ipswich requires regional collaboration in some circumstances to achieve best results) Potential costs to the community through higher standards set in contracts, and through striving to lead by example increase Encourage neighbouring local authorities and other major generators to set similar high standards in their contracts Encourage and incentivise our waste contractors to be compliant and adopt best practice.	The WCETM has met with both Ipswich Waste staff and private operators to better understand the industry.	Resource Recovery Strategy engagement completed. For discussion at June Council meeting. WCETM has progressed discussions internally on engineering standards to consider recycled products in pavements. WCETM working with Procurement and Environment and Sustainability branch on opportunities to implement sustainability and circular economy into Council practices.	Resource Recovery Strategy adoption. Consider a Sustainability Policy and Sustainable Procurement implementation plan.
Leverage Waste Industry Opportunities	We will seek to influence State and Commonwealth waste management policies and strategies and we will align our current and future waste management activities and attract funding so we can leverage industry development opportunities.	Prepare instruments to guide lobbying for government reform Waste Strategic Planning Waste Levy	Consider best practice and emerging technology in Council's strategic planning for waste. Work with DES to proportionally allocate the waste levy and other funding to deliver on waste management best practices and waste and recycling industry opportunities in Ipswich.	Review opportunities for the use of the Waste Levy in improving our practices. Opportunity for Council to maximise opportunities for State and Federal funding to incentivise the market and best practice Leveraging funding to deliver waste and recycling industry opportunities in accordance with the Waste Management and Resource Recovery Strategy.	A review of the waste levy policy framework has been completed. A paper is to be presented to the Councillors along with a Briefing Session on these strategic opportunities and constraints.	This matter is continuing: A review of the waste levy policy framework has been completed. A paper is to be presented to the Councillors along with a Briefing Session on these strategic opportunities and constraints. TOR is being reviewed by State Government with a date set for the first Joint Task Force Meeting. Regular meetings with DES compliance team has been established and are occurring. Policy responses and options are being collated with input from State Government to inform Joint Task Force.	TOR and Joint Task Force Consider a Sustainability Policy and Sustainable Procurement implementation plan.
Create a better return for Ipswich	We will advocate for fair and equitable compensation, investment and benefits proportionate to the waste volumes processed in Ipswich from both industry and other levels of government.	Joint Waste Task Force with DES Prepare instruments to guide lobbying for government reform Waste Levy	Investment in Ipswich to address the issues being experienced from the waste industry including but not limited to traffic and amenity. Determine opportunities and mechanisms to achieve the principle.	Review opportunities for the use of the Waste Levy in improving our practices. Review the differential rate to reflect the estimate of the emerging costs to Council of its activities in managing the large volumes of waste from outside its jurisdiction (e.g. transport, infrastructure, enforcement costs, environmental activities and long term impacts).	A review of the waste levy policy framework has been completed. A paper is to be presented to the Councillors along with a Briefing Session on these strategic opportunities and constraints.	This matter is continuing: A review of the waste levy policy framework has been completed. A paper is to be presented to the Councillors along with a Briefing Session on these strategic opportunities and constraints. TOR is being reviewed by State Government with a date set for the first Joint Task Force Meeting. Regular meetings with DES compliance team has been established and are occurring. Policy responses and options are being collated with input from State Government to inform Joint Task Force.	TOR and Joint Task Force

Plan for the Future	Through policy intervention and industry collaboration we will ensure that all landfill and waste processing sites, once they are closed, do not leave a negative legacy impact on the city or our residents.	<p>Prepare instruments to guide lobbying for government reform</p> <p>Waste Strategic Planning</p> <p>Waste Levy</p>	<p>Develop strategic plans for our waste needs into the future, considering emerging technologies and best practice.</p> <p>A Strategic plan for sites which are a legacy for Ipswich, including but not limited to legacy waste sites, voids from mining of minerals and other materials and plans for ongoing rehabilitation / management of legacy sites. This includes sites owned by Council as well as those that may be privately owned.</p> <p>Develop a plan / have a clear understanding of future uses of landfill sites so they are remediated for fit for purpose use that benefits the community.</p>	<p>Focus of the Joint Task Force</p> <p>Identify funding mechanisms to ensure the rehabilitation and long-term management of former landfill sites.</p> <p>Further investigation into alternate uses of mining voids.</p> <p>DES/DNRM to engage with ICC around long-term outcomes for mining sites and voice.</p> <p>Review of EA conditions specific to post closure conditions such as rehabilitation plans, engineering closure plans, after use options, performance controls and ongoing monitoring of gas and groundwater to be undertaken under short term planning.</p> <p>Seek Federal and State Governments support for zones, compliance and monitoring.</p> <p>Promote planning between the State Government, ICC and industry operators over the longer-term use of abandoned mining/completed landfill sites</p>	<p>A review of the waste levy policy framework has been completed. A paper is to be presented to the Councillors along with a Briefing Session on these strategic opportunities and constraints.</p> <p>The void mapping and tenure exercise has not yet been completed.</p>	<p>This matter is continuing: A review of the waste levy policy framework has been completed. A paper is to be presented to the Councillors along with a Briefing Session on these strategic opportunities and constraints.</p> <p>The void mapping and tenure exercise has not yet been completed.</p> <p>TOR is being reviewed by State Government with a date set for the first Joint Task Force Meeting.</p> <p>Regular meetings with DES compliance team has been established and are occurring.</p> <p>Policy responses and options are being collated with input from State Government to inform Joint Task Force.</p>	<p>TOR and Joint Task Force</p> <p>Policy Framework Paper</p>
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IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	31 May 2021
Assessment Made By	Waste and Circular Economy Transformation Manager
Act/Decision Assessed	
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights.</p>

Item 7 / Attachment 2.

<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ■ identify each right ■ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments 'Guide: Nature and scope of the protected human rights'. Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p>	
	<input type="checkbox"/>	<p>Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</p>
	<input type="checkbox"/>	<p>Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be 'arbitrarily' deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</p>
	<input type="checkbox"/>	<p>Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</p>
	<input type="checkbox"/>	<p>Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn't be subject to conditions that violate individual dignity or exploit human productivity. Limitation: does not include service/work required under a court order, in an emergency or that is part of civil obligations.</p>
	<input type="checkbox"/>	<p>Freedom of movement (section 19) – every person lawfully in Queensland has the right to move freely within Queensland, enter or leave and choose where to live.</p>
	<input type="checkbox"/>	<p>Freedom of thought, conscious, religion and belief (section 20) – the right to develop autonomous thoughts and conscience, to think and believe what they want, to have or adopt a religion and to demonstrate religion or belief through worship, ritual, practice and teaching.</p>
	<input type="checkbox"/>	<p>Freedom of expression (section 21) – the right of all persons to hold an opinion without interference and to seek, receive and express information and ideas. The right encompasses seeking information from government (XYZ v Victorian Police [2010] VCAT 255)</p>
	<input type="checkbox"/>	<p>Peaceful assembly and freedom of association (section 22) – Right to gather together in order to exchange, give or receive information, to express views or to conduct a protest or demonstration. Limitation: only applies to peaceful assemblies.</p>
	<input type="checkbox"/>	<p>Taking part in public life (section 23) – the right of all persons to contribute to and exercise their voice in relation to the public life of the State. Ensures all persons have the opportunity to contribute to the political process and public governance. Includes right to vote and to be elected to public office. Limitation: Applies to 'eligible persons' (e.g. persons old enough to vote).</p>
<input type="checkbox"/>	<p>Property rights (section 24) – protects the right of all persons to own property (real and personal property) and to not be arbitrarily deprived of property. Limitation: cannot be 'arbitrarily' deprived of property (i.e. by conduct that is capricious, unpredictable or unjust).</p>	
<input type="checkbox"/>	<p>Privacy and reputation (section 25) – A person has the right not to have their privacy, family home or correspondence unlawfully or arbitrarily (capricious, unpredictable or unjust) interfered with. A person has the right not have the person's reputation unlawfully attacked. Limitation: cannot be unlawfully or arbitrarily interfered with.</p>	

Item 7 / Attachment 2.

Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) – Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) – rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights – Aboriginal peoples and Torres Strait Islander peoples (section 28) – protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) – entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) – recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) – A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) – protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) – recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) – protects against double jeopardy – not to be taken to court or punished more than once for an offence they have already been convicted or acquitted.
	<input type="checkbox"/>	Retrospective criminal laws (section 35) – the right to not be found guilty of an offence for an action that was not an offence at the time it was committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) – right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) – right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p> <ul style="list-style-type: none">
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable (proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right – END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right – Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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Doc ID No: A7239899

ITEM: 8

SUBJECT: DEVELOPMENT APPLICATION RECOMMENDATION - 1516/18/VA VARIATION REQUEST - 36 CHILD STREET, RIVERVIEW

AUTHOR: PRINCIPAL PLANNER (DEVELOPMENT)

DATE: 6 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning an application seeking approval for a Variation Request to vary the effect of the *Ipswich Planning Scheme 2006* to apply the provisions of the Residential Low Density Zone (RL2 Sub Area) in lieu of the Recreation Zone to part of the site at 36 Child Street, Riverview.

The proposed development has been assessed in relation to the applicable assessment benchmarks. The proposed development complies in part with the assessment benchmarks and is recommended for part approval.

RECOMMENDATIONS

- A. That Council resolve to approve development application no. 1516/2018/VA in part subject to conditions and attachments.**
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.**

RELATED PARTIES

The related parties to this application are:

- Applicant – Associated Equity Pty Ltd (Sole Director – Peter Robert Marles) C/- Just Planning
- Owner – Riverview Property Holdings (Qld) Pty Ltd (Sole Director – George Anthony Cheihk) C/- QLD Property Group (Sole Director – Simon Christopher Mullins)
- Town Planner – Just Planning (Luke Munro)
- Surveyor – K.J. Packer Consulting Pty Ltd
- Traffic Engineer – Holland Traffic Consulting Pty Ltd
- Traffic Engineer- Milanovic Neale Consulting Engineers
- Stormwater & Flood Engineer – MRG Water Consulting Pty Ltd
- Geotechnical Engineer – Soil Surveys Engineering Pty Ltd
- Geotechnical Engineer – Moreton Geotechnical Services Pty Ltd
- Civil Engineer – Bespoke Engineering Solutions Pty Ltd
- Ecological Consultant– S5 Consulting Pty Ltd

- Acoustic Consultant – CRG Acoustics Pty Ltd
- Environmental Consultant – SLR Consulting Pty Ltd
- Environmental Consultant – VIPAC Engineer & Scientists (HK) Ltd
- Environmental Consultant – Air Noise Environment Pty Ltd
- Public Notification Consultant – Development Signs Australia Pty Ltd
- Submitter – M Mowatt
- Referral Agency - Queensland Government State Assessment Referral Agency (SARA)

ADVANCE IPSWICH THEME LINKAGE

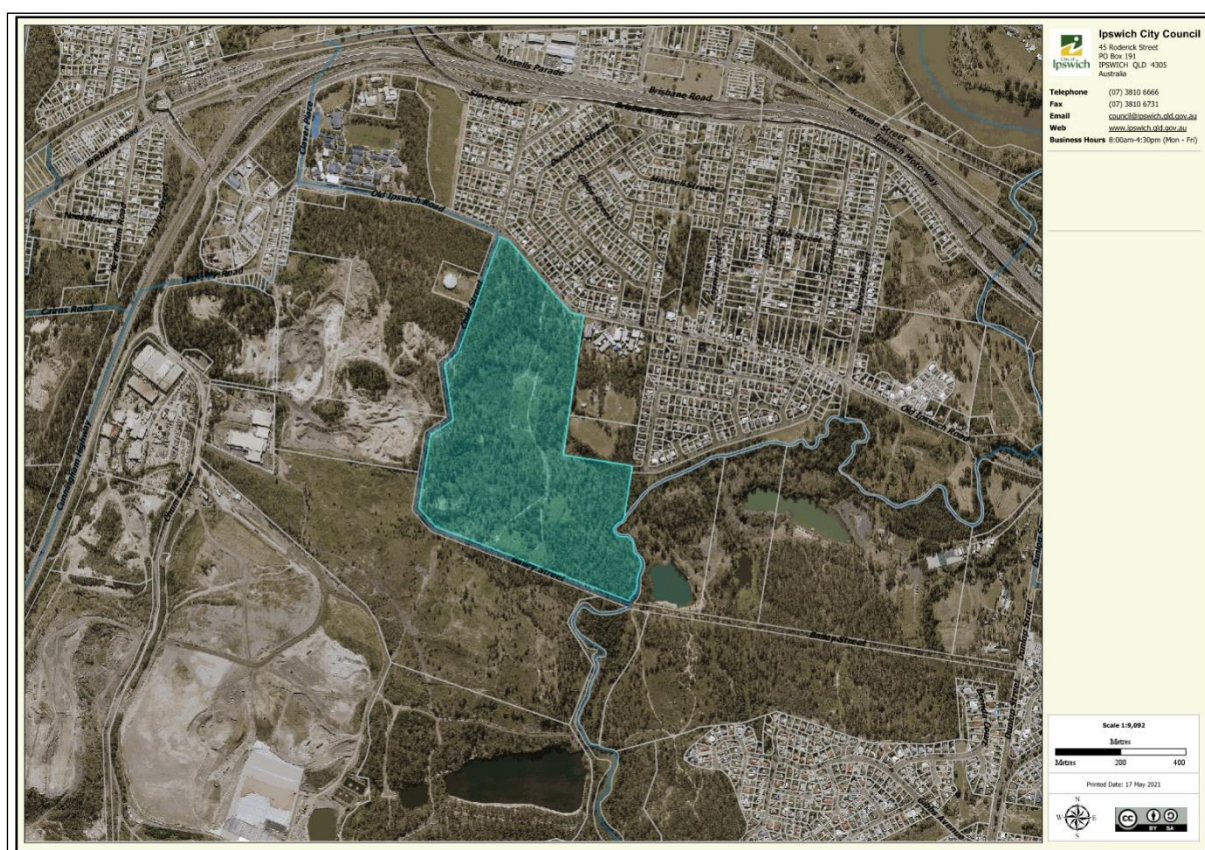
Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

SITE ADDRESS:	36 Child Street, RIVERVIEW QLD 4303
APPLICATION TYPE:	Preliminary Approval that includes a Variation Request
PROPOSAL:	Variation Request to vary the effect of the <i>Ipswich Planning Scheme 2006</i> to apply the provisions of the Residential Low Density Zone (RL2 Sub Area) in lieu of the Recreation Zone to part of the site
ZONE:	Residential Low Density (RL2 Sub Area) – Part 4, division 5
OVERLAYS:	Recreation Zone – Part 4, division 17 OV2 (Key Resource Area) OV3 (Area Affected by Underground Mining Shaft, Area Affected by Underground Mining Tunnel, Area Affected by Underground Mining, Mining Constrained Area & Surface Disturbance - Including Open-Cut Mining) OV4 (Slope 15 Percent to 20 Percent, 20 Percent to 25 Percent & > 25 Percent) OV5 1 in 20 Development Line, Adopted Flood Regulation Line & Urban Catchment Flow Paths) OV7A (Building Height Restriction Area 45m, 90m & Outer Horizontal Surface RL 176.5) OV7B (13km Existing Committed Urban Townships Buffer)
APPLICANT:	Associated Equity Pty Ltd C/- Just Planning
OWNER:	Riverview Property Holdings (Qld) Pty Ltd
EXISTING OR PROPOSED TRADING NAMES:	N/A

APPLICATION NO:	1516/2018/VA
AREA:	407,800m ²
REFERRAL AGENCIES:	Queensland Government State Assessment Referral Agency (SARA)
EXISTING USE:	Vacant land
PREVIOUS RELATED APPROVALS:	N/A
DATE RECEIVED:	26 February 2018
DECISION PERIOD START DATE:	27 March 2020
EXPECTED DETERMINATION DATE:	14 June 2021

SITE LOCATION:



Site Locality

SITE DETAILS AND SURROUNDING LAND USES:

The site comprises an irregular configuration, with a total area of 40.78ha, and has primary frontage to Old Ipswich Road. The site also has frontage to Child Street and Bailey Street, both of which are unconstructed. Conway Street ceases at the eastern extent of the site, albeit separated by an access restriction strip. The site slopes down from a ridge line located along the central western side of the site, is moderately level throughout the centre of the site and then gently slopes down towards Six Mile Creek which borders the south-east corner of the site. The site is currently vacant with evidence of previous earthworks

occurring on site while illegal dumping has occurred periodically across the site over the years. Existing regrowth vegetation and large cleared areas are evident, which have been previously disturbed as part of previous earthworks.

The subject site is identified as being in both the Residential Low Density (RL2) Zone (6.36ha) and Recreation Zone (34.42ha) with the current alignment between the two zones of an irregular shape. It would appear from aerial imagery that the current irregular form of the zoning line is based approximately on areas which have been impacted by uncontrolled fill from surplus mine spoil as result of historic open cut mining to the west of the site. The current recreation zoned portion of the site is also identified within area 6B (greenspace) of the New Chum Enterprise Area Planning Study (Implementation Guideline No. 25), and also the Swanbank / New Chum Buffer Area pursuant to Temporary Local Planning Instrument No. 1 of 2020 (Waste Activity Regulation).

The subject site is affected by a significant number of development constraints, notably including the Key Resource Area buffer, with active mining leases over the known resource to the west, impacts from historic mining activities, difficult topography, flooding associated with Six Mile Creek, and existing native vegetation.

Land surrounding the subject site is a mixture of land uses with predominant surrounding land uses being low density housing to the north and east, and the Riverview State Primary School adjoining the property immediately to the east of the site. To the south east is Six Mile Creek and the west and south of the site currently act as buffers to industrial areas (Swanbank New Chum Regionally Significant Business and Industry Area) to the south and west.

PROPOSAL:

The variation request seeks to vary the effect of the *Ipswich Planning Scheme 2006* to establish an additional portion of the site for Residential Low Density (RL2 Sub Area) purposes rather than Recreation. The variation request would permit future development for residential purposes within the expanded footprint, as if it were within the Residential Low Density Zone (RL2 Sub Area) rather than the Recreation Zone. Notably, the area to be nominated has been changed considerably through the application process in light of specialist reports and adjoins the existing Residential Low Density zoned land which is also within the RL2 Sub Area.

The part of the land which is Recreation zoned provides a separation to the existing and future industrial activities located within the Swanbank New Chum Regionally Significant Business and Industry area, and also serves an ecological function, connecting areas of retained habitat to the northwest (zoned either Recreation or Regional Business and Industry Buffer) to the ecologically significant Six Mile Creek corridor. The applicant has proposed that 10.72ha of land within the site be nominated for residential low density purposes predominantly in the eastern and south-eastern corner of the site. It is noted that no changes to the assessment benchmarks in the Planning Scheme are proposed and the variation purely seeks to adopt the residential low density zone provisions for the nominated portion within the development site.

Originally, the plan of development proposed the expansion of the residential footprint predominantly in the central portion of the site. However, in response to Council's information request and subsequent further advice relating to air quality and noise matters, the applicant revised the plan of development to the current configuration as it was determined that an acceptable level of residential amenity could not be maintained within this portion of the site. The air quality and noise matters are discussed in more detail below, in the Other Relevant Information section of this report.

The proposed residential footprint includes an area within the south-eastern corner of the site that was originally proposed for rehabilitation purposes, that the applicant revised to include as residential footprint in response to Council's further advice letters. It is considered that this land should be retained in a Recreation Zone in order to continue to perform an ecological function and the applicant has not sufficiently demonstrated that this area is appropriate to be nominated for residential development rather than recreational purposes. Therefore, recommended amendments to the plan and conditions (refer Attachments 1 and 2) remove part of the proposed expanded footprint to ensure that the ecological and biodiversity MSES requirements of the SPP are not contravened and to maintain a significant environmental corridor to connect to Six Mile Creek and buffer the residential land from industrial land. The ecological matters pertinent to the site are discussed further in more detail below in the Other Relevant Information section of this report.

ASSESSMENT BENCHMARKS:

The application is Impact Assessable and has been assessed against the assessment benchmarks set out by the categorising instruments in accordance with section 45(5)(a)(i) of the *Planning Act 2016*.

The relevant assessment benchmarks which have been applied for the purposes of this assessment are as follows:

Categorising Instrument	Assessment Benchmarks
State Planning Policy July 2017, Part E	Planning for liveable communities and housing Planning for economic growth Planning for environment and heritage Planning for safety and resilience to hazards Planning for infrastructure
Ipswich Planning Scheme 2006	All provisions of the planning scheme

The application was found to comply with the assessment benchmarks applying to the development.

OTHER MATTERS GIVEN REGARD:

The assessment must give regard to the relevant matters identified in section 31 of the *Planning Regulation 2017* and in accordance with section 45(5)(a)(ii) of the *Planning Act 2016*.

The assessment has given regard to, the following matters:

Relevant matter	Given regard to
Planning Regulation 2017, s31(1)(b)	<ul style="list-style-type: none"> (i) the strategic outcomes for the local government area stated in the planning scheme; and (ii) the purpose statement stated in the planning scheme for the zone and any overlay applying to the premises under the planning scheme; and (iii) the strategic intent and desired regional outcomes stated in the regional plan for a region; and (iv) the State Planning Policy, parts C and D; and (v) for premises designated by the Minister—the designation for the premises; and
Planning Regulation 2017, s31(1)(c)	if the prescribed assessment manager is a person other than the chief executive or the local government—the planning scheme; and
Planning Regulation 2017, s31(1)(d)	<ul style="list-style-type: none"> (i) the regional plan for a region, to the extent the regional plan is not identified in the planning scheme as being appropriately integrated in the planning scheme; and (ii) the State Planning Policy, to the extent the State Planning Policy is not identified in the planning scheme as being appropriately integrated in the planning scheme; and (iii) for designated premises—the designation for the premises;
Planning Regulation 2017, s31(1)(e)	any temporary State planning policy applying to the premises; and
Planning Regulation 2017, s31(1)(f)	any development approval for, and any lawful use of, the premises or adjacent premises; and
Planning Regulation 2017, s31(1)(g)	the common material.

OTHER RELEVANT MATTERS:

The assessment may give regard to other relevant matters in accordance with section 45(5)(b) of the *Planning Act 2016*.

Waste & Circular Economy Transformation Directive

The Policy directive endorsed by Council in Dec 2020, provides guidance to Council's strategic and operational actions when it comes to matters involving waste, resource recovery, recycling and the circular economy.

One of Directives is "**Protect Our Residential Amenity**" and it states:

We will actively discourage new waste industry developments in close proximity to residential areas where it is clear that development impacts will not be manageable onsite and will negatively detract from the amenity. At the same time we will discourage residential encroachment in close proximity to areas designated for future industrial development.

The Directive has been considered in the assessment of the application and has been introduced into the assessment as an Other Relevant Matter pursuant to 45(5)(b) of the *Planning Act 2016*. The directive is a statement of intent and broad desire from the Council about what it is seeking to achieve. It is considered that the fundamental purpose of the policy directive is to ensure appropriate levels of residential amenity are maintained for existing and future residential communities. As discussed in this report, residential amenity has been a key focus of the assessment and in particular, in relation to air quality and noise matters. It is considered that in this case, the changes proposed, that reduce the expanded residential footprint, demonstrate an alignment with the Directive statement and can be supported on planning grounds.

VARIATION REQUEST:

In assessing a variation request, the assessment manager must consider the consistency of the variations sought with the rest of the local planning instrument that is sought to be varied. The assessment manager must consider the effect the variations would have on submission rights for later development applications, particularly considering the amount and detail of information included in, attached to, or given with the application and available to submitters.

The proposed expanded residential footprint is adjacent existing residential areas to the east and north and adjoins an existing residential zoning within the subject site. The applicant, through technical reporting, has demonstrated that the proposal is a logical extension of the residential zone, and the land sought to be changed from recreation to residential is not required for a future public parks purpose. Further, the application has not sought any changes to the applicable assessment benchmarks of the planning instrument that would apply to future residential development, by directly adopting the Residential Low Density Zone provisions of the planning scheme. The application was subject to an extended public

notification period and it is considered that the opportunity existed as part of this variation request for submissions to be raised in relation to the residential proposal.

The assessment manager must consider the relevant matters identified in section 32 of the *Planning Regulation 2017* and in accordance with section 61(2)(d) of the *Planning Act 2016*.

Relevant matter	Given consideration to
Planning Regulation 2017, s32(a)	the common material;
Planning Regulation 2017, s32(b)	the regional plan for a region;
Planning Regulation 2017, s32(c)	the State Planning Policy, to the extent the State Planning Policy is not identified in the planning scheme as being appropriately integrated in the planning scheme;

OTHER RELEVANT INFORMATION:

Loss of Recreation Zoned Land

Although the proposed plan of development reduces the amount of land zoned recreation it is noted that the majority of this land has not been identified by Council in the Local Government Infrastructure Plan for a strategic parks purpose. Land identified within the Local Government Infrastructure Plan is located along the Six Mile Creek corridor and forms part of the future citywide linear park network. As part of the future development of the site the applicant will need to rehabilitate, embellish and dedicate this land to Council.

It is considered that consideration of the future ownership of the remaining land zoned Recreation will be contemplated as part of future development applications. It is plausible that this land could be retained in private ownership, or be transferred into Council's ownership, depending on a range of factors, including the applicant's desire to transfer it or retain it, and Council's desire to accept the land and the burden of maintenance that would come from that.

It has also been identified that only part of the proposed residential footprint is serviced by the existing local recreational park network set out in the Local Government Infrastructure Plan. Accordingly, in order to ensure that all residential areas are located within 500m of a local recreation park to meet planning scheme requirements an additional local recreation park will be required to be provided. It is intended that this park would be co-located within the future Six Mile Creek linear corridor and may also service the existing residential area to the east of the Primary School.

Temporary Local Planning Instrument 1 of 2020 (Waste Activity Regulation)

The site is included in the Swanbank / New Chum Buffer Area under the Temporary Local Planning Instrument 1 of 2020 (Waste Activity Regulation), however as the TLPI only relates to the regulation of waste activity use provisions there are no assessment benchmarks contained within this planning instrument relevant to the subject application. Notwithstanding, the applicant has demonstrated through the submission of technical

reports that the part of the expanded residential footprint which is recommended to be approved will not impact the viability of the surrounding areas to realise their development potential, nor will the existing developments cause adverse impacts to residential amenity from an amenity perspective, providing they are lawfully operated. This will be achieved through the establishment of mitigation measures within the site such a vegetation buffers and noise attenuation, the form of which will be contemplated and resolved as part of a subsequent reconfiguring a lot application.

New Chum Enterprise Area Planning Study

The area proposed to be located within the expanded residential footprint is identified within the greenspace area of the New Chum Enterprise Area Planning Study. The proposed development footprint has no impact upon the existing linear greenspace corridor along Six Mile Creek and also maintains a green corridor along the southern and western boundaries to both enhance visual amenity but also provide a vegetated buffer along the western ridgeline to minimise impacts from the adjacent extractive industry.

The areas directly to the west and south of the site are identified within the low impact regional business and industry area. The planning scheme has identified the following specific outcomes for this area:

- A mix of business and industry activities is provided which do not generate emissions/impacts and safety risks unacceptable in an area close to residential or other sensitive land uses.
- Uses are predominantly conducted in buildings with suitable noise emission attenuation and are sited, designed and constructed to ameliorate the adverse impacts on the amenity of nearby land.
- Particular attention is given to mitigating potential noise impacts for nearby residents on the periphery of the Sub Area
- Emission generating activities and outdoor storage areas are orientated away from residential areas.

The specific outcomes identified above require future uses developed in the area to mitigate impacts on existing sensitive receivers. It is considered that mitigation measures required as part of the development of this site and limitations of uses consistent with the planning scheme requirements would minimise impacts on amenity and also not impact on the viability of the business and industrial uses.

Air Quality

The applicant was requested throughout the application process to demonstrate that the proposed expanded residential footprint was suitable for future residential development (from an air quality, health and amenity perspective), taking into account the existing lawful operation of adjacent industrial and mining development and the potential for future development within the Swanbank New chum Regionally Significant Enterprise and Industry area, consistent with the planning scheme intent for the area.

Owing to the adjacent mine lease environmental authority (issued by the State) permitting a 24hr PM₁₀ concentration of 150µg/m³ at the western boundary of the development site, and in order to protect the health and wellbeing of the proposed future residential area (consistent with the EPP Air 2008), the Air quality Assessment recommends a PM₁₀ 50µg/m³ buffer area to be maintained (west of which no residential development is to occur). The PM₁₀ 50µg/m³ development buffer forms the western edge of the proposed residential footprint. The buffer was determined utilising air dispersion modelling with contributions from adjacent clay mining and landfill operations and considers a regional background air quality concentrations of 17.8µg/m³. The reporting shows that residential development east of the proposed PM₁₀ 50µg/m³ buffer line is likely to be able to comply with the EPP Air goals if the adjacent regional business and industry mining and landfill operators comply with their Environmental Authority Licence conditions pertaining to emissions to Air. It is expected that the results of this air quality assessment will cause issues in relation to the development of the existing Residential Low Density Zoned footprint, though these matters will be dealt with as part of future development applications and are unable to be resolved through the subject application.

Noise

The applicant has submitted a noise assessment in support of the proposed development footprint. The report identifies and recommended acoustic treatments for proposed dwellings, where the level of treatment required will vary based on the location within the site. As a result, the report includes recommendations for additional and more detailed noise assessment to occur, as part of any future development application when subdivision and earthwork layouts are known. This recommendation was made to determine detailed building shell treatments and screening to external private space areas of future dwellings, in order to protect against road traffic and industrial noise intrusion and ensure internal and external noise levels protect wellbeing and amenity. It is noted that while report indicates that the compliance with the EPP Noise 2008 internal and external acoustic quality objectives is likely to be able to be demonstrated through the implementation of a range of building and residential treatment measures. However, significant additional up-front (building acoustic treatments, certification etc) and ongoing costs (reliance on mechanical ventilation to achieve satisfactory internal living areas) will be incurred by future landowners. Accordingly, the variation approval includes a condition requiring the submission of a detailed acoustic report (and a mechanism to allow for Certification by acoustic and mechanical engineers) to the assessment manager for all dwellings constructed within all areas of the future proposed rezoned RL2 area.

Ecology

In support of the original development layout applicant submitted an ecological report, which indicated that the site is mostly covered by vegetation however historical clearing and land uses has impacted the quality of the vegetation, has allowed for weed infestations and has degraded a significant portion of the site. The reporting indicates that part of the site is mapped as Least Concern vegetation under the *Vegetation Management Act 1999* and, at the time the application was made, almost the entire site was mapped under the SPP as Matters of State Environmental Significance (MSES) wildlife habitat (koala bushland).

Despite significant areas of the site being highly modified and affected by uncontrolled landfill, earthworks and weed incursion the original ecological reporting found that the site holds moderate ecological value. Areas of the site were identified as providing moderate quality habitat value, including individual habitat trees, and the most ecologically valuable areas of the site were stated to be located in the northern and north-western portion of the site.

The report proposed that in order to manage adverse environmental impacts on biodiversity MSES the entire southern portion of the site, including the Six Mile Creek Corridor, would be rehabilitated. The rehabilitation works would facilitate improved connectivity and enhanced ecological values between the areas of highest ecological value located in the northwest of the site and the regional ecological corridor of Six Mile Creek and would enhance the Six Mile Creek waterway corridor.

The latest plan of development, which includes revisions to extent of the development footprint to manage amenity impacts introduces a new 5ha area in the south-east of the site, adjacent to the Six Mile Creek corridor for residential purposes. The inclusion of this area has been undertaken in order to balance the removal of the residential footprint from areas adversely impacted by amenity constraints to the west of the site, and as a result had not been previously considered for residential purposes.

The impacts of the currently proposed development layout on fragmenting areas of retained habitat in the north and west of the site and disconnecting these areas from the Six Mile Creek corridor (a regionally significant fauna movement corridor), have not been adequately addressed. In the absence of thorough re-assessment of impacts (and appropriate mitigation measures) to adequately manage impacts to biodiversity MSES, the development footprint as proposed by the applicant cannot be supported in full. Accordingly, the plan proposed for approval as part of this application has been amended by Council to reflect the greatest extent of re-zoning that can be supported while maintaining that the ecological and biodiversity MSES requirements of the SPP are unlikely to be contravened.

Additionally, as part of future development applications the applicant will be required to undertake further detailed ecological assessments, demonstrating compliance with the Vegetation Management Code, Residential Low Density Zone, and Overlays code. Such reporting should be in line with SDAP code 25, should include impacts to Greater Glider and bats and should include thorough day and night-time fauna surveys. This assessment will also include the Six Mile Creek corridor in order to inform a future bushland management plan for future linear parkland dedication to Council. The width of the rehabilitated corridor will also be influenced by amended flooding and hydrological reporting along with the open space requirements of the LGIP.

Key Resource Area

The proposed expanded residential low density zone footprint is located outside of the extent of the key resource area buffer. Notwithstanding, the applicant has demonstrated through the submission of technical reports that the operation of the adjacent key resource

will not impact on the residential amenity of the proposed development footprint. Further detailed acoustic development specific acoustic attenuation measures will be determined as part of a future development application.

Mining

The applicant submitted a desktop mining study that was prepared over the site. This report includes details of previous mining activities within the site. Mining shafts and tunnels are identified, and the report recommends more detailed assessment and probable requirement for stump type residences. While the shafts and tunnels are shown in the proposed RL2 zone, it is considered that the recommendations included within the report can be conditioned and the report approved. Accordingly, as part of a future development application the applicant will be required to include details of proposed remediation of past mining features, designs for municipal works (roadworks and drainage infrastructure).

Geotechnical

The site is heavily impacted by uncontrolled and potentially unstable fill. The applicant submitted a geotechnical investigation that provides recommendations for treatment of the filled area, to be completed by a specialist compaction company. It is considered that the recommendations included within the report can be conditioned and the report approved, which will need to be prepared having regard to a finalised development layout.

Difficult Topography

Part of the expanded residential footprint is affected by the difficult topography overlay. The Planning Scheme promotes retaining natural features, reducing the amount of cut and fill and retaining vegetation on steeply sloping land to protect slope stability and prevent land degradation. An assessment against the difficult topography overlay based on the finalised development layout will be required with the first application made pursuant to this variation approval.

Contaminated Land

The subject site is not currently listed on the contaminated land register or environmental management register, however periodic illegal dumping and uncontrolled fill has potentially resulted in the land being contaminated. The process of decontaminating the site is controlled by the state and is independent of the Planning process. An advice clause is therefore recommended as part of this variation application advising of the applicants responsibilities. Council will require certification from a suitably qualified contaminated land specialist detailing that any land to be dedicated to Council is not listed on the Environmental Management Register or Contaminated Land Register.

Flooding

Part of the development site is located adjacent to Six Mile Creek is located below the adopted flood regulation. The proposed development footprint does not encroach below the adopted flood regulation and all areas located below this line will be contained within future linear parkland or road reserve. As such, any future application will be required to comply with the relevant provisions relating to the adopted flood regulation line pursuant to the Planning Scheme.

Roads/Traffic/Parking

The applicant has submitted a traffic impact assessment in support of the proposal, this assessment has been based upon a development layout that has been superseded, however as the proposed residential footprint is the same in area the assumptions relating to traffic and vehicle movements are still applicable. Notwithstanding, a revised traffic impact assessment and road hierarchy plan will be required to be submitted in support of the first application lodged under this variation approval to be based upon a finalised development layout. This development layout will also need to incorporate an access from the existing Conway Street to Old Ipswich Road in order to provide a secondary access for the proposed development and the existing residential area to the east of the site.

As part of the future development of the site the applicant will be required to provide frontage works along Old Ipswich Road to a sub-arterial standard. Preliminary designs will be required to be submitted as part of future applications.

Appropriateness of expanded Residential Low Density Footprint

The proposed development will provide additional residential development creating a variety of dwelling stock enabling greater housing choice for local residents. New development on the site will integrate with the existing surrounding residential areas and existing Residential Low Density Zoned land with a generally consistent and compatible density of between 10-15 dwellings per hectare. The site is located in close proximity to future parks and recreation facilities, public transport and educational facilities. Further, the site is located within 2km of the Redbank Major Centres Zone.

Having regard to the matters contained above and the technical assessments submitted to address the constraints relevant to the site, the applicant has demonstrated that constraints can be overcome and part of the land is suitable for residential purposes. Further, the proposal has demonstrated that the expanded residential footprint will not impact on the viability of the business and industrial uses in the surrounding area.

NOTICE ABOUT THE DECISION (STATEMENT OF REASONS):

In accordance with section 63 of the *Planning Act 2016*, a 'notice about the decision' is required for this application. Accordingly, a Statement of Reasons is included with this decision. This Statement of Reasons provides the justification for Council's decision (Refer Attachment 4).

INFRASTRUCTURE CHARGES AND INFRASTRUCTURE AGREEMENTS:

Infrastructure charges will be levied as part of subsequent development applications in accordance with the applicable charging mechanisms and legislation at the time the development application is made.

Where trunk infrastructure (parkland) is delivered by the applicant pursuant the Adopted Infrastructure Charges Resolution and the Local Government Infrastructure Plan, the value of the infrastructure will be offset against the applicable infrastructure contributions for future development.

RESOURCE IMPLICATIONS

There are no resource implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

A RISK TO COUNCIL EXISTS SHOULD THE PROPOSAL NOT BE DETERMINED IN ACCORDANCE WITH LEGISLATIVE REQUIREMENTS. THE ASSESSMENT AND SUBSEQUENT RECOMMENDATIONS HAVE BEEN PREPARED TO MINIMISE THE RISK.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision:

- (a) in a way that is not compatible with human rights; or
- (b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.

Recommendation A states that Council resolve to approve development application no. 1516/2018/VA subject to conditions and attachments. The recommendation to approve development application no. 1516/2018/VA subject to conditions and attachments has been subject to a human rights analysis to ensure:

- (a) the decision to approve the development application is compatible with human rights;
- (b) proper consideration is given to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 5. The outcome of the human rights analysis is that the decision to approve the development application is compatible with human rights.

LEGAL/POLICY BASIS

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

COMMUNITY AND OTHER CONSULTATION

REFERRAL AGENCY

The Queensland Treasury Planning Group are a referral agency for the application owing to the proposed development exceeding the state transport infrastructure threshold of 200 dwellings, calculated using the expected Residential Low Density zone (RL2 Sub Area) envisaged density of 10-15 dwellings per hectare. The department provided a response dated 27 March 2020, which includes conditions that must be attached to any approval (refer to Attachment 3). Noteworthy conditions in the response include roadworks including the provision of 25m auxiliary left turn treatment on the (southbound) Aberdare Street approach to Pottery Road, the widening of the (westbound) Pottery Road approach to Aberdare Street to include separate left and right turn lanes and upgrades to the existing bus stops on Old Ipswich Road near Laura Street.

INTERNAL CONSULTATION

The application and common material was presented to Council's Initial Development Assessment Panel (consisting of various representatives from across the organisation) for review upon lodgement. At this meeting, it was determined that internal referral was required to the Engineering, Health and Environment Branch and the City Design Branch, primarily owing to the proposal involving a variation request to the Planning Scheme and the development constraints applicable to the site. The application was also referred to the parks and transport sections of Council's Infrastructure and Environment Department owing to the trunk public parkland proposed, and in relation to any traffic and transport matters relating to the development.

The following assessment reports were prepared and have been incorporated into the recommendation:

- Environment report dated 24 May 2021 with recommended conditions relating to air quality, noise, ecology and stormwater quality;
- Engineering report dated 17 May 2021 with recommended conditions relating to traffic, roadworks, stormwater quantity management, flooding, retaining walls, geotechnical/slope stability;
- Parks advice dated 16 January 2020 with comments in relation to the proposed extent of parkland required as part of subsequent development over the site.
- Strategic Planning advice dated 4 October 2019 with comments relating to the key matters to be addressed to determine the suitability of the land for residential purpose;
- Traffic advice dated 2 October 2019 with comments in relation to future roadworks requirement as part of subsequent development over the site.

PUBLIC NOTIFICATION

Public notification of this application was undertaken pursuant to the *Planning Act 2016*. The applicant undertook public notification from 1 October 2019 to 14 November 2019 for a

period of 30 business days. Council received one (1) properly made submissions. A summary of the matters raised in the submissions include:






Matter raised	How matters were dealt with in reaching a decision
<p>Impact in regard to the amount of work required to stabilise the area, which will result in noise and dust disruption for surrounding residents for months on end.</p> <p>How long between the work to clear and level the site would the site be cleared and stripped of landscape</p>	<p>The subject application does not permit the applicant to carry out further assessable development on the premises. Conditions of the variation request require the further submission of detailed technical assessments in relation the rehabilitation of the land. Any works required to be undertaken will need to comply with the relevant Environmental Regulations and will be managed in association with the relevant approvals.</p>
<p>A number of other fauna have been witnessed on the property, which would be an indication of the fauna that would be more likely to be onsite. Council should undertake a thorough investigation of the impact of tearing down this buffer between residents of Riverview and the landfill at the other side property.</p>	<p>The applicant submitted ecological reporting in support of the proposed application. This reporting identified that despite significant areas of the site being highly modified and affected by uncontrolled landfill, earthworks and weed incursion, that the site holds moderate ecological value. Areas of the site were identified as providing moderate quality habitat value, including individual habitat trees, and the most ecologically valuable areas of the site, which is located within the existing residential low density zone, where variations are not sought to the Planning Scheme.</p> <p>The report proposed that in order to manage adverse environmental impacts on biodiversity MSES the entire southern portion of the site, including the Six Mile Creek Corridor, would be rehabilitated. The rehabilitation works would facilitate improved connectivity and enhanced ecological values between the areas of highest ecological value located in the northwest of the site and the regional ecological corridor of Six Mile Creek and would enhance the Six Mile Creek waterway corridor. Recommended conditions associated with the variation approval require further detailed ecological</p>

	assessments to be provided in conjunction with the first related development application.
Dumping of rubble and other illegal dumping. It is noted that over the last few years the owners have taken little to no action to repair fences to prevent the ongoing easy access to the site. This includes the numerous times police have had to be called for an illegal burnout pad that was accessed via the property.	Any matters relating to illegal dumping and trespassing are not able to be managed through the development application process and amount to criminal activities that should be handled by the Queensland Police Service.

CONCLUSION

An assessment of the proposed Variation Request to the Planning Scheme from Recreation Zone to Residential Low Density (RL2) Zone at 36 Child Street, Riverview has been undertaken and it has been determined that the proposed development generally complies with the assessment benchmarks or can be conditioned to comply as outlined in the attached Statement of Reasons. It is therefore recommended that this development application be decided in accordance with the recommendations and attachments of this report.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Draft Decision Notice (<i>under separate cover</i>) 
2.	Draft DA Plans (<i>under separate cover</i>) 
3.	Referral Agency Response (<i>under separate cover</i>) 
4.	Draft Statement of Reasons (<i>under separate cover</i>) 
5.	Human Rights Impact Assessment Checklist (<i>under separate cover</i>) 

Grant Johnson

PRINCIPAL PLANNER (DEVELOPMENT)

I concur with the recommendations contained in this report.

Mitchell Grant

DEVELOPMENT ASSESSMENT CENTRAL MANAGER

I concur with the recommendations contained in this report.

Anthony Bowles

MANAGER, DEVELOPMENT PLANNING

I concur with the recommendations contained in this report.

Peter Tabulo

GENERAL MANAGER, PLANNING AND REGULATORY SERVICES

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ITEM: 9

SUBJECT: PROPOSED IPSWICH ADOPTED INFRASTRUCTURE CHARGES RESOLUTION (NO.1) 2021

AUTHOR: SENIOR PLANNING OFFICER (STRATEGIC)

DATE: 7 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning the adoption of the proposed Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021 to replace the Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2020. This is an annual exercise to ensure that the development charges keep pace with any increase in costs by applying the Producer Price Index (PPI) for Construction.

RECOMMENDATION/S

- A. That Council adopt the Adopted Infrastructure Charges Resolution as detailed in Attachment 1 pursuant to s113 of the *Planning Act 2016* as the Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021.**
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.**
- RELATED PARTIES**

The proposed Adopted Infrastructure Charges Resolution (AICR) is relevant to persons who pay levied charges and to Urban Utilities (formerly Queensland Urban Utilities).

ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

Listening, leading and financial management

PURPOSE OF REPORT/BACKGROUND

The Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2020 came into effect on and from 1 July 2020 pursuant to the *Planning Act 2016* (the Act).

The infrastructure charges included in the current resolution are based at 31 March 2020 and require indexation as provided for in the Act.

It is proposed to index the trunk infrastructure network charges for the twelve (12) month period to 31 March 2021 pursuant to the Act. No further changes are proposed to be made.

The proposed infrastructure charges contained in Schedule 2 of the AICR have been indexed consistent with the requirement to use the Producer Price Index (PPI) for Construction 6427.0 Index Number 3101 - Road and Bridge Construction Index for Queensland, as included in the PPI index calculation spread sheet prepared by the State government. The indexation increase of 1.49% (indexation factor of 1.0149) has been included for the twelve (12) month period.

An increase will only apply if the total charge levied is equal to or below the State government's prescribed amount (maximum charge) pursuant to the Act and *Planning Regulation 2017* (the Regulation).

The proposed Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021 incorporating the indexed infrastructure charges is included as Attachment 1.

Section 118 of the Act states that an AICR has effect on the day the charges resolution is uploaded on the local government website. However, if the charges resolution is uploaded on the website before the beginning of the day stated in the resolution as the day for the charges to take effect, it has effect on the day stated in the resolution.

It is proposed that the new AICR, including the updated charges apply on and from 1 July 2021 and that AICR (No. 1) 2021 be uploaded onto Council's website on that date.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Planning Act 2016
Planning Regulation 2017

RISK MANAGEMENT IMPLICATIONS

The proposed indexation of the infrastructure charges is consistent with the Act and the Regulations.

Although any increase to infrastructure charges may be viewed negatively by the development industry, the infrastructure charges that may be levied on development pursuant to the proposed AICR cannot exceed the prescribed amount in the Regulation, and may result in levied charges that are less than the prescribed amount.

As identified in the supporting material to the Local Government Infrastructure Plan, although financially sustainable, not all of the trunk infrastructure network can be funded by infrastructure charges revenue. This shortfall may be exacerbated if the infrastructure charges are not appropriately indexed as provided for by adopting the proposed AICR.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision

(a) in a way that is not compatible with human rights; or

(b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.

The Proposed Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021 has been subject to a human rights analysis to ensure:

(a) the decision to table the presented information is compatible with human rights; and

(b) to give proper consideration to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 2. The outcome of the human rights analysis is that the tabling of the Proposed Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021 is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

The proposed indexation of the infrastructure charges tables pursuant to the Act ensure that the charges continue to appropriately reflect pricing increases.

No additional resources are required to give effect to the proposed AICR which is proposed to be undertaken by the City Design Branch.

COMMUNITY AND OTHER CONSULTATION



No consultation is required to be undertaken pursuant to the Act. It is proposed that the new AICR be uploaded onto the Council website and an eAlert issued upon adoption to inform subscribers of the service.

The indexed infrastructure charge tables will be provided to Urban Utilities for inclusion in the Charges Schedule of the Water Netserv Plan.

CONCLUSION

It is proposed that new AICR be adopted as detailed in Attachment 1 which incorporates the indexed infrastructure charges, with the proposed AICR to come into effect on and from 1 July 2021.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Ipswich City Council Adopted Infrastructure Charges Resolution (NO. 1) 2021 
2.	Human Rights Impact Assessment 

Richard de Vries

SENIOR PLANNING OFFICER (STRATEGIC)

I concur with the recommendations contained in this report.

Garath Wilson

STRATEGIC PLANNING MANAGER

I concur with the recommendations contained in this report.

Dannielle Owen
MANAGER, CITY DESIGN

I concur with the recommendations contained in this report.

Peter Tabulo
GENERAL MANAGER, PLANNING AND REGULATORY SERVICES

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Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021

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Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021

Ipswich City Council

Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021

Part 1 Introduction

1. Short title

This resolution may be cited as *Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021*.

2. Commencement

This resolution has effect on and from the day the making of this resolution by the local government is first uploaded on the relevant local government website.¹

Editor's note—See section 118(2) (Steps after making charges resolution) of the Planning Act 2016.

3. Planning Act 2016

- (1) This resolution is made under the Planning Act.
- (2) This resolution is to be read in conjunction with the following:
 - (a) the Planning Regulation;
 - (b) the Ipswich planning scheme.
- (3) This resolution is attached to but does not form part of the Ipswich planning scheme.

Editor's note—See section 118(1) (Steps after making charges resolution) of the Planning Act 2016.

4. Purpose

The purpose of this resolution is to state the following:

- (a) the adopted charges for providing the local government trunk infrastructure networks and distributor-retailer trunk infrastructure networks for development;
- (b) the levied charges to be levied by the local government for development for the demand placed on the local government trunk infrastructure networks;

¹ The making of this resolution by the local government was first uploaded on the Ipswich City Council website on 1 July 2021.

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- (c) matters relevant to the working out of an offset and refund for a trunk infrastructure contribution for the local government trunk infrastructure networks for development.

5. Interpretation

- (1) The dictionary in schedule 1 defines words used in this resolution.
- (2) A word not defined in this resolution which is defined in the Planning Act has the meaning given in the Planning Act.
- (3) A word not defined in this resolution or the Planning Act has the meaning given to it by the edition of the Macquarie Dictionary that is current at the date this resolution takes effect, subject to section 14A (Interpretation best achieving Act's purpose) of the *Acts Interpretation Act 1954* and section 14 (Applicable provisions) of the *Statutory Instruments Act 1992*.

Editor's note—Section 14A(1) (Interpretation best achieving Act's purpose) of the Acts Interpretation Act 1954, which provides that in the interpretation of a provision of an Act the interpretation that will best achieve the purpose of the Act is to be preferred to any other interpretation, applies to a statutory instrument under section 14 (Applicable provisions) of the Statutory Instruments Act 1992.

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Part 2 Adopted charges

6. Purpose of part 2

Part 2 states the following:

- (a) the adopted infrastructure charges for providing trunk infrastructure networks for development (**adopted charge**);
- (b) the **trunk infrastructure networks**, which are the following:
 - (i) for the local government—the trunk infrastructure for the local government's transport, public parks and community facilities infrastructure networks (**local government trunk infrastructure networks**);
 - (ii) for the distributor-retailer—the trunk infrastructure for the distributor-retailer's water service and wastewater service (**distributor-retailer trunk infrastructure networks**).
- (c) the date the adopted charges take effect (**applicable date**);
- (d) the part of the local government area to which the adopted charges apply (**applicable area**);
- (e) the uses to which the adopted charges apply (**applicable use**).

7. Adopted charges

- (1) The local government has before levied adopted infrastructure charges under the Planning Act on the following basis:
 - (a) the local government had before 30 June 2011 adopted *Planning Scheme Policy 5—Infrastructure (PSP 5)* which stated a charge for the trunk infrastructure networks for development;
 - (b) the adopted infrastructure charge was the lesser of a charge the local government could have obtained in relation to a development by imposing a condition of a development approval requiring a financial contribution under PSP 5 and the maximum adopted charge under the Planning Regulation;
 - (c) the proportion of the adopted infrastructure charge that could be charged by the distributor-retailer was determined by the Planning Regulation to be the proportion that the distributor-retailer was able to charge under PSP 5;
 - (d) the proportion of the adopted infrastructure charge that could be levied by the local government was the balance of the adopted infrastructure charge that was not the proportion of the adopted infrastructure charge that could have been charged by the distributor-retailer.

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- (2) The local government has for the purpose of working out the adopted charges for the local government trunk infrastructure networks under this resolution determined the following:
- (a) a charge for each trunk infrastructure network based on PSP 5 (including indexation) for development which is included in schedule 2 (**trunk infrastructure network charges**) that comprise the following:
 - (i) a charge for each local government trunk infrastructure network (**local government trunk infrastructure network charge or LNC**);
 - (ii) a charge for each distributor-retailer trunk infrastructure network (**distributor-retailer trunk infrastructure network charge or DNC**);
 - (b) a total charge for all trunk infrastructure networks worked out by adding the *LNC* and the *DNC* (**total trunk infrastructure network charges or Total NC**);
 - (c) the proportion of the *DNC* to the *Total NC* being the proportion of the adopted infrastructure charge that could be charged by the distributor-retailer (**relevant proportion or RP**);
 - (d) the maximum adopted charge (**maximum adopted charge or MAC**) is to be applied by the local government as follows:
 - (i) for a reconfiguring a lot which is in the residential area or other area not in the commercial or industrial area, the amount of the *MAC* for a dwelling house (3 or more bedroom);
 - (ii) for a reconfiguring a lot which is in the commercial or industrial area, the nominated percent of the *MAC* for the use of the premises as prescribed in Table B in schedule 2;
 - (iii) for a material change of use, the amount of the *MAC* for the proposed use of the premises;
 - (e) the distributor-retailer's adopted charge cannot exceed the relevant proportion of the *MAC*.
- (3) The adopted charge (*AC*) for the local government trunk infrastructure networks is to be worked out by the local government as follows:
- (a) where *Total NC* is less than or equal to the *MAC*, the *LNC*;
 - (b) where *Total NC* is greater than the *MAC*, the following calculation:

$$\frac{\text{LNC}}{\text{Total NC}} \times \text{MAC}$$

Editor's note—For adopted charges for providing the local government trunk infrastructure networks—see section 113(1) (Adopting charges by resolution) and 114(1) (Contents—general) of the Planning Act 2016.

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8. Trunk infrastructure networks for adopted charges

- (1) The local government trunk infrastructure networks are specified in the local government infrastructure plan.
- (2) The distributor-retailer trunk infrastructure networks are specified in the **distributor-retailer infrastructure planning instrument** which means the following:
 - (a) the distributor-retailer's water netserv plan under the SEQ Water Act;
 - (b) the interim connections policy and schedule of works under the SEQ Water Act adopted by the distributor-retailer if paragraph (a) is not applicable;
 - (c) the local government's local government infrastructure plan, if paragraphs (a) and (b) are not applicable.

9. Applicable date for the adopted charges

The applicable date for the adopted charges is the day this resolution has effect.

Editor's note—See section 2 (Commencement).

10. Applicable area for the adopted charges

The applicable area for the adopted charges is all of the local government area.

Editor's note—See section 114(2) (Contents—general) of the Planning Act 2016.

11. Applicable uses or activity for the adopted charges

- (1) The applicable uses or activity under the Ipswich planning scheme and the Springfield structure plan to which the adopted charges apply are stated in schedule 3.
- (2) The local government is to include a use or activity under the Ipswich planning scheme or Springfield structure plan as 'Any other use not listed, including a use that is unknown' in schedule 3, column 1 pursuant to the Planning Regulation based on an assessment of the use and the demand placed upon the trunk infrastructure networks.
- (3) The local government has indicatively included the uses or activity under the Ipswich planning scheme and the Springfield structure plan in schedule 3, column 2 and column 3 which are identified as an 'Other use' in schedule 3, column 1 pursuant to the Planning Regulation subject to an assessment of the use and the demand placed upon the trunk infrastructure networks.

Editor's note—See schedule 16, Table 1, column 1 and column 2, 'Other uses', of the Planning Regulation.

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Part 3 Levied charges

12. Purpose of part 3

Part 3 states the following:

- (a) the applicable development for which adopted charges may be levied by the local government for development for the demand placed upon the local government trunk infrastructure networks (**levied charge**);
- (b) the method to be applied by the local government for working out the levied charge including the following:
 - (i) the adopted charge to be applied (**applied adopted charge**);
 - (ii) the additional demand placed upon the local government trunk infrastructure networks which will be generated by the development (**additional demand**);
 - (iii) the relief to be applied to the levied charge (**levied charge relief**);
 - (iv) the discount to be applied for a financial contribution (**prescribed financial contribution**):
 - (A) provided for in relation to a local government trunk infrastructure network under an infrastructure charging instrument for a previous development approval;
 - (B) which has been paid to the local government or otherwise satisfied under an infrastructure agreement between the applicant for the previous development approval and the local government for the provision of land, work or money for the local government trunk infrastructure networks; and
 - (C) which has not been reimbursed or otherwise previously applied against another financial contribution;
- (c) the method to be applied by the local government for working out the increase in the levied charge from the day the levied charge is levied to the day the levied charge is paid (**automatic increase**).

13. Applicable development for the levied charge

- (1) The levied charge may be levied for the following development:
 - (a) reconfiguring a lot;
 - (b) material change of use of premises.

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- (2) The levied charge is not to be levied for the following:
- (a) works or use of premises authorised under the *Greenhouse Gas Storage Act 2009*, the *Mineral Resources Act 1989*, the *Petroleum Act 1923* or the *Petroleum and Gas (Production and Safety) Act 2004*; or
 - (b) development in a priority development area under the *Economic Development Act 2012*; or
 - (c) development by a department, or part of a department, under a designation; or
 - (d) development for a non-State school under a designation.

Editor's note—See section 113(3) (Adopting charges by resolution) of the Planning Act 2016.

14. Working out the levied charge

The levied charge for the development is to be worked out by the local government as follows:

$$LC = ((AC \times AD) - LCR) - D$$

Where:

LC is the levied charge for the development, which cannot be less than zero.

AC is the applied adopted charge for the development.

AD is the additional demand for the development.

LCR is the levied charge relief for the development.

D is the discount for the prescribed financial contribution.

15. Working out the applied adopted charge

The applied adopted charge for the development is to be worked out by the local government by applying the following:

- (a) the adopted charge worked out under section 7 (Adopted charges), if paragraph (b) does not apply;
- (b) the applied adopted charge for particular uses in schedule 4, if the local government considers that it should be applied having regard to the additional demand placed upon the local government trunk infrastructure networks which will be generated by the development.

16. Working out the additional demand

- (1) The additional demand for the development is to be worked out by the local government as follows:

$$AD = DD - DC$$

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Where:

AD is the additional demand.

DD is the demand placed upon the local government trunk infrastructure networks which will be generated by the development (**development demand**).

DC is the demand placed upon the local government trunk infrastructure networks generated by existing or previous development if applicable (**demand credit**).

- (2) The development demand is worked out using the relevant unit of calculation for an adopted charge for the development in schedule 2 (**demand unit**).
- (3) The demand credit is to be worked out using the greater of the following:
 - (a) if the premises is subject to an existing use which is lawful and already taking place on the premises (**existing lawful use**) that places demand upon the local government trunk infrastructure networks, the demand generated for the existing lawful use using the applicable demand units for the use;
 - (b) if the premises is subject to a previous use which was lawful at the time it was carried out and is no longer taking place on the premises (**previous lawful use**) that placed demand upon the local government trunk infrastructure networks, the demand generated for the previous lawful use using the applicable demand units for the use;
 - (c) if the premises is a vacant lot (other than for a vacant lot in subsection (3)(e) below), the demand for one dwelling house (3 bedroom dwelling) in schedule 2;
 - (d) if the relevant local government trunk infrastructure network is the transport network and the premises are within the deemed demand area, the deemed demand for the deemed demand area in schedule 5 (**deemed demand**);
 - (e) if the premises is a vacant lot in a commercial or industrial area and a levied charge has been paid pursuant to section 7(2)(d)(ii), the demand calculated under section 7(2)(d)(ii).

Editor's note—See section 120 (2) and (3) (Limitation of levied charge) of the Planning Act 2016.

- (4) The demand credit for an existing lawful use or previous lawful use under subsections 3(a) and 3(b) is to be worked out by the local government prior to the time for the giving of the relevant approval to which the levied charge applies as follows:

Editor's note—A relevant approval is a development approval under the Planning Act 2016.

- (a) an applicant which is seeking the demand credit for an existing lawful use or previous lawful use is to:

- (i) give a notice in the prescribed form to the local government which provides evidence of the existing lawful use or the previous lawful use and the calculation of the demand credit; and

- (ii) pay the prescribed fee;

Editor's note—The prescribed fee may include local government's costs for determining the demand credit.

- (b) the local government is to:

- (i) determine if a demand credit for the existing lawful use or the previous lawful use is applicable to the development;

- (ii) work out the demand credit for the previous lawful use if applicable; and

- (iii) give a notice to the applicant stating the outcome of the local government's determination.

Editor's note—The notice may be given in an infrastructure charges notice.

- (5) The demand credit for the deemed demand under subsection 3(d) is to be worked out by the local government prior to the time for the giving of the relevant approval to which the levied charge applies as follows:

Editor's note—A relevant approval is a development approval under the Planning Act 2016.

- (a) an applicant which is seeking the demand credit for the deemed demand is to:

- (i) give a notice in the prescribed form to the local government which provides evidence of the following:

- (A) the premises are within the deemed demand area;

- (B) the existing lawful use and the calculation of the demand generated by the existing lawful use on the transport network;

- (ii) pay the prescribed fee;

Editor's note—The prescribed fee may include local government's costs for determining the demand credit.

- (b) the local government is to:

- (i) determine if the demand generated by the existing lawful use is applicable to the development;

- (ii) if it is satisfied that there is no outstanding infrastructure contribution under a previous development approval, work out the deemed demand as follows:

$$DD = AD - ED$$

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Where:

DD is the deemed demand.

AD is the assumed demand for the applicable deemed demand area in schedule 5.

ED is the demand generated by the existing lawful use on the transport network which is applicable to the development.

- (iii) give a notice to the applicant stating the outcome of the local government's determination.

Editor's note—The notice may be given in an infrastructure charges notice.

- (6) The demand credit under subsection 3(e) is to be worked out by the local government prior to the time for the giving of the relevant approval to which the levied charge applies as follows:

- (a) an applicant which is seeking the demand credit is to:

- (i) give a notice in the prescribed form to the local government which provides evidence of the following:

- (A) application details and any relevant conditions relating to the payment of the levied charge made under section 7(2)(d)(ii);
- (B) receipt of the payment of the levied charge made under section 7(2)(d)(ii);
- (C) the infrastructure agreement under which payment of the levied charge has been satisfied (where relevant);

- (ii) pay the prescribed fee;

Editor's note—The prescribed fee may include local government's costs for determining the demand credit.

- (b) the local government is to determine if the demand credit is applicable to the development.

- (7) A demand credit is only to be provided to a maximum amount equal to the development demand.

17. Working out the levied charge relief

- (1) The amount of the levied charge relief for the development is to be worked out by the local government as follows:

$$LCR = AC \times AD \times PR$$

Where:

LCR is the levied charge relief.

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AC is the applied adopted charge for the proposed development worked out under section 15 (Working out the applied adopted charge).

AD is the additional demand for the proposed development worked out under section 16 (Working out the additional demand).

PR is the relevant percentage of levied charge relief stated in schedule 6.

- (2) The levied charge relief for the development is to be worked out by the local government prior to the time for the giving of the relevant approval to which the levied charge applies as follows:

Editor's note—A relevant approval is a development approval under the Planning Act 2016.

- (a) an applicant which is seeking the levied charge relief is to:
- (i) give a notice in the prescribed form to the local government which provides evidence of the following:
 - (A) the applicant is a prescribed community organisation;
 - (B) the proposed development is a prescribed community development;
 - (C) the calculation of the amount of the levied charge relief; and
 - (ii) pay the prescribed fee;

Editor's note—The prescribed fee may include local government's costs for determining the levied charge relief.

- (b) the local government is to:
- (i) determine if the applicant is a prescribed community organisation and the proposed development is a prescribed community development;
 - (ii) if it accepts that the applicant is a prescribed community organisation and the proposed development is a prescribed community development, work out the levied charge relief; and
 - (iii) give a notice to the applicant stating the outcome of the local government's determination.

Editor's note—The notice may be given in an infrastructure charges notice.

18. Working out the discount for the prescribed financial contribution

- (1) The amount of the discount for the prescribed financial contribution is to be worked out by the local government as follows:

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$$D = PFC - (AC - DC)$$

Where:

D is the discount which cannot be less than zero.

PFC is the amount of the prescribed financial contribution.

AC is the applied adopted charge for the proposed development worked out under section 15 (Working out the applied adopted charge).

DC is the demand credit if applicable worked out under section 16 (Working out the additional demand).

- (2) The discount for the prescribed financial contribution is to be worked out by the local government prior to the time for the giving of the relevant approval to which the levied charge applies as follows:

Editor's note—A relevant approval is a development approval under the Planning Act 2016.

- (a) an applicant which is seeking the discount for the prescribed financial contribution is to:

- (i) give a notice in the prescribed form to the local government which provides evidence of the prescribed financial contribution and the calculation of the discount; and
- (ii) pay the prescribed fee;

Editor's note—The prescribed fee may include local government's costs for determining the discount for prescribed financial contribution.

- (b) the local government is to:

- (i) determine if the discount for a prescribed financial contribution is applicable to the development;
- (ii) work out the discount for the prescribed financial contribution if applicable; and
- (iii) give a notice to the applicant stating the outcome of the local government's determination.

Editor's note—The notice may be given in an infrastructure charges notice.

19. Working out the automatic increase

- (1) The automatic increase of the levied charge is to be worked out by the local government as the amount which is equal to the increase calculated by using the index stated in the Planning Act.

Editor's note—See section 114(3)(b), (4) and (6) (Contents—general) of the Planning Act 2016.

- (2) However the amount of the automatic increase of the levied charge must not be more than the amount of the increase prescribed by the Planning Act.

Editor's note—See section 114(5) (Contents—general) of the Planning Act 2016.

- (3) The automatic increase is only to be worked out by the local government following a period of twelve (12) months from the date of a development approval.

Part 4 Offset and refund for trunk infrastructure

20. Purpose of part 4

Part 4 states the following matters relevant to the working out of an offset or refund for the provision of trunk infrastructure for the local government trunk infrastructure networks for development:

- (a) the criteria for trunk infrastructure to be applied by the local government in deciding if development infrastructure is trunk infrastructure (**identified trunk infrastructure criteria**);
- (b) the method to be applied by the local government for working out the cost of trunk infrastructure for an offset or refund where an applicant is required under a condition of a relevant approval to provide land or work for the following trunk infrastructure for local government trunk infrastructure networks (**trunk infrastructure contribution**):

Editor's note—A relevant approval is a development approval under the Planning Act 2016.

- (i) **identified trunk infrastructure**—development infrastructure which is identified in the local government infrastructure plan;

Editor's note—See section 127 (Application and operation of subdivision) and 128(1)(a) (Necessary infrastructure conditions) of the Planning Act 2016.

- (ii) **different trunk infrastructure**—development infrastructure which:

- (A) is an alternative to the identified trunk infrastructure; and
- (B) delivers the same desired standards of service for the network of development infrastructure stated in the local government infrastructure plan;

Editor's note—See section 127 (Application and operation of subdivision) and 128(1)(b) (Necessary infrastructure conditions) of the Planning Act 2016.

- (iii) **necessary trunk infrastructure**—development infrastructure which is not identified trunk infrastructure or different trunk infrastructure that satisfies the identified trunk infrastructure criteria and is necessary to service development;
 - (iv) **prescribed trunk infrastructure**—development infrastructure which is not identified trunk infrastructure, different trunk infrastructure or necessary trunk infrastructure that becomes trunk infrastructure under the Planning Act;
 - (c) whether an offset or refund applies and if so the details of the offset and refund and the timing of the offset and refund.
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21. Identified trunk infrastructure criteria

The identified trunk infrastructure criteria for deciding that development infrastructure is trunk infrastructure are the following:

- (a) that the development infrastructure is necessary to service development consistent with the assumptions about the type, scale, location or timing of future development stated in the local government infrastructure plan;
- (b) that the development infrastructure complies with the criteria in schedule 7.

22. Working out the establishment cost

The establishment cost for a trunk infrastructure contribution is to be worked out by the local government using the following:

- (a) for the calculation of the establishment cost—the method in section 23 (Calculation of the establishment cost);
- (b) for the recalculation of the establishment cost for work calculated under paragraph (a)—the method in section 24 (Recalculation of the establishment cost for work);
- (c) for the recalculation of the establishment cost for land calculated under paragraph (a)—the method in section 25 (Recalculation of the establishment cost for land).

23. Calculation of the establishment cost

- (1) The establishment cost for a trunk infrastructure contribution is to be worked out by the local government using any of the following:
 - (a) the planned estimate of the trunk infrastructure contribution;
 - (b) a cost-based estimate of the establishment cost for the trunk infrastructure contribution determined by the local government using first principles estimating;
 - (c) an estimate of the establishment cost for the trunk infrastructure contribution reasonably determined by the local government.
- (2) The **planned estimate** of the trunk infrastructure contribution if:
 - (a) the whole of an item of identified trunk infrastructure—is the **planned cost** being the amount of the value of the item stated in schedule 8;
 - (b) part of an item of identified trunk infrastructure—is the estimate of the proportion of the planned cost of the item of identified trunk infrastructure applicable to the trunk infrastructure contribution having regard to the method used by the local government to work out the planned cost of the item of identified trunk infrastructure stated in the extrinsic material to the local government infrastructure plan; and

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- (c) different trunk infrastructure, necessary trunk infrastructure or prescribed trunk infrastructure—is the estimate of the planned cost of the infrastructure having regard to the method used by the local government to work out the planned cost of the identified trunk infrastructure for the network of development infrastructure stated in the extrinsic material to the local government infrastructure plan.

24. Recalculation of the establishment cost for work

Market cost

- (1) The establishment cost for a trunk infrastructure contribution for work may be recalculated by the local government at the request of the applicant by using the market cost for the work.

- (2) The **market cost** for the work is the estimate of the cost of the design and construction of the work:

- (a) including the following:

- (i) the construction cost for the work;
- (ii) construction on costs for the work which do not exceed the maximum construction on costs stated in schedule 9 for the following:
 - (A) the cost of survey for the work;
 - (B) the cost of geotechnical investigations for the work;
 - (C) the cost of only detailed design for the work;
 - (D) the cost of project management and contract administration;
 - (E) the cost of environmental investigations for the work;
 - (F) a portable long service leave payment for a construction contract for the work;
- (iii) risk and contingencies which do not exceed 10% for the cost of that part of the of the work in a construction contract which is subject to a contingency.

Example—

A construction contract for a trunk road infrastructure network item may state a contingency for pavement design and service relocation.

- (b) excluding the following:

- (i) the planning of the work;
- (ii) a cost of carrying out temporary infrastructure;

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- (iii) a cost of carrying out other infrastructure which is not part of the trunk infrastructure contribution;
 - (iv) a cost of the decommissioning, removal and rehabilitation of infrastructure identified in paragraphs (ii) and (iii);
 - (v) a part of the trunk infrastructure contribution provided by:
 - (A) the local government; or
 - (B) a person, other than the applicant or a person engaged by the applicant;
 - (vi) a cost to the extent that GST is payable and an input tax credit can be claimed for the work;
 - (vii) a cost attributable directly or indirectly to the failure of an applicant or a person engaged by the applicant to perform and fulfil a relevant approval for the work;
- Editor's note—A relevant approval is a development approval under the Planning Act 2016.*
- (viii) a cost caused or contributed to by a negligent or wilful act or omission by the applicant or a person engaged by the applicant;
 - (ix) a cost of carrying out development infrastructure which is only made necessary by the development and does not contribute to the function of the trunk infrastructure item;
 - (x) a cost of carrying out trunk infrastructure which relates to another development infrastructure network;
 - (xi) a cost of carrying out development infrastructure which is replacing existing infrastructure with different infrastructure in another development infrastructure network;
 - (xii) a cost of existing development infrastructure which services or is planned to service existing or future demand that is replaced by the trunk infrastructure contribution.

Determining the market cost

- (3) The local government is to, prior to the applicant starting the construction of the work, determine the market cost for the work as follows:
 - (a) the applicant is to undertake an open tender process for the work;
 - (b) the applicant is to:
 - (i) give to the local government a notice in the prescribed form which states the following:
 - (A) an open tender process has been conducted;
 - (B) the tenders received;

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- (C) the applicant's preferred tenderer and where the trunk infrastructure contribution is trunk road infrastructure a statement demonstrating the tender is from a **suitably qualified civil contractor**;
- (D) the applicant's reason for the preferred tenderer;
- (E) the terms of the construction contract for the work;
- (F) a plan for each development infrastructure network clearly showing the extent of the work for which an offset is sought;
- (G) the applicant's calculation of the market cost for the work; and

*Editor's note—Tenders for the development of trunk road infrastructure are only to be accepted from a **suitably qualified civil contractor**.*

- (ii) pay the prescribed fee;

Editor's note—The prescribed fee may include local government's costs for determining the market cost.

- (c) the local government may, within 15 business days of the date the notice under paragraph (b) is received by the local government, give a notice to the applicant which states that the applicant is to provide to the local government a document to enable the local government to determine the market cost including without limitation the following:
 - (i) details in respect of a construction contract for the work;
 - (ii) a plan for each development infrastructure network clearly showing the scope of the work for which an offset is sought;
- (d) the applicant is to comply with a notice given by the local government to the applicant under paragraph (c);
- (e) the local government is to as soon as reasonably practicable determine the market cost acting reasonably having regard to the matters in paragraphs (a) to (d);
- (f) the local government after determining the market cost is to as soon as reasonably practicable:
 - (i) give to the applicant a notice which states the following:
 - (A) the local government's calculation of the market cost for the work and the reason for any difference from the applicant's calculation;
 - (B) the establishment cost for the work; and
 - (ii) issue an amended infrastructure charges notice.

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Adjustment of the establishment cost

- (4) The local government is to, after the completion of the construction of the work and prior to the date for the payment of a levied charge, determine an adjustment to the establishment cost as follows:
- (a) this subsection only applies to a cost of work (**prescribed cost**) if the cost:
 - (i) would have formed part of the market cost used to work out the establishment cost for the work; and
 - (ii) was not included in the market cost used to work out the establishment cost or was included in the market cost used to work out the establishment cost but was for an amount less than the prescribed cost; and
 - (iii) was included in the market cost used to work out the establishment cost but was subject to a contingency stated in subsection (2)(a)(iii);
 - (b) the applicant may, prior to 15 business days after the applicant has completed the work:
 - (i) give to the local government a single notice which is to state the following:
 - (A) that the applicant requests that the local government adjust the establishment cost to take account of the prescribed cost;
 - (B) all information reasonably necessary to establish the calculation of the prescribed cost and that the cost is a prescribed cost;
 - (C) the applicant's calculation of the prescribed cost; and
 - (ii) pay the prescribed fee if paragraph (i) applies.
Editor's note—The prescribed fee may include local government's costs for determining whether the establishment cost is to be adjusted.
 - (c) the local government may, within 15 business days of the date the notice under paragraph (b) is received by the local government, give a notice to the applicant which states that the applicant is to provide to the local government a document to enable the local government to determine the value of an adjusted establishment cost;
 - (d) the applicant is to comply with a notice given by the local government to the applicant under paragraph (c);
 - (e) the local government is to as soon as reasonably practicable determine whether the establishment cost is to be adjusted acting reasonably having regard to the matters in paragraphs (a) to (d);
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- (f) the local government after determining whether the establishment cost is to be adjusted, is to as soon as reasonably practicable:
 - (i) give to the applicant a notice which states the following:
 - (A) the local government's calculation of the adjusted establishment cost for the work and the reason for any difference from the applicant's calculation;
 - (B) the establishment cost for the work; and
 - (ii) issue an amended infrastructure charges notice.

25. Recalculation of the establishment cost for land

- (1) The establishment cost for a trunk infrastructure contribution for land may be recalculated by the local government at the request of the applicant using the current market value of the land.
- (2) The **current market value** of the land is the difference, determined by using the before and after method of valuation of the whole of the subject premises, between the value of the subject premises including the land and the value of the subject premises excluding the land.
- (3) The local government is to, prior to the date of payment of the levied charge, determine the market value of the land as follows:
 - (a) the applicant is to provide to the local government the following:
 - (i) a notice in the prescribed form requesting the recalculation of the establishment cost for the land;
 - (ii) a valuation of the land undertaken by a certified practicing valuer;
 - (iii) the prescribed fee;
Editor's note—The prescribed fee may include the local government's costs of the recalculation process including the cost of the registered valuer and independent certified practicing valuer.
 - (b) the local government may, if the matters in paragraph (a) are satisfied, refer the valuation to a registered valuer to assess whether the valuation is consistent with the current market value;
 - (c) the local government is to decide whether to:
 - (i) accept the valuation; or
 - (ii) reject the valuation;
 - (d) the local government is to, if it accepts the valuation:
 - (i) give to the applicant a notice stating the establishment cost for the land; and

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- (ii) index the establishment cost for the land using the CPI from the date of the accepted valuation to the date stated in the amended infrastructure charges notice;
- (e) the local government is to, if it rejects the valuation, refer the valuation to an independent certified practicing valuer to:
 - (i) assess whether the valuation is consistent with the current market value; and
 - (ii) undertake a valuation of the land if the valuation is assessed as not consistent with the current market value;
- (f) the local government is to, upon the determination of the independent certified practicing valuer's valuation:
 - (i) give to the applicant a notice stating the establishment cost for the land;
 - (ii) index the establishment cost for the land using the CPI from the date of the independent certified practicing valuer's valuation to the date stated in the amended infrastructure charges notice; and
 - (iii) issue an amended infrastructure charges notice;
- (g) the local government however is not required to refer the valuation to the registered valuer or the independent certified practising valuer if the applicant has not paid to the Council the prescribed fee including the costs of the registered valuer under paragraph (b) and the independent certified practicing valuer under paragraph (e).

26. Calculation of the actual cost

- (1) The **actual cost** for the work is the cost of the design and construction of the work:
 - (a) including the following:
 - (i) the construction cost for the work;
 - (ii) construction on costs for the work which do not exceed the maximum construction on costs stated in schedule 9 for the following:
 - (A) the cost of survey for the work;
 - (B) the cost of geotechnical investigations for the work;
 - (C) the cost of only detailed design for the work;
 - (D) the cost of project management and contract administration;
 - (E) the cost of environmental investigations for the work;

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- (F) a portable long service leave payment for a construction contract for the work;
- (iii) risk and contingencies which do not exceed 10% for the cost of that part of the of the work in a construction contract which is subject to a contingency.

Example—

A construction contract for a trunk road infrastructure network item may state a contingency for pavement design and service relocation.

- (b) excluding the following:
 - (i) the planning of the work;
 - (ii) a cost of carrying out temporary infrastructure;
 - (iii) a cost of carrying out other infrastructure which is not part of the trunk infrastructure contribution;
 - (iv) a cost of the decommissioning, removal and rehabilitation of infrastructure identified in paragraphs (ii) and (iii);
 - (v) a part of the trunk infrastructure contribution provided by:
 - (A) the local government; or
 - (B) a person, other than the applicant or a person engaged by the applicant;
 - (vi) a cost to the extent that GST is payable and an input tax credit can be claimed for the work;
 - (vii) a cost attributable directly or indirectly to the failure of an applicant or a person engaged by the applicant to perform and fulfil a relevant approval for the work;
- Editor's note—A relevant approval is a development approval under the Planning Act 2016.*
- (viii) a cost caused or contributed to by a negligent or wilful act or omission by the applicant or a person engaged by the applicant;
 - (ix) a cost of carrying out development infrastructure which is only made necessary by the development and does not contribute to the function of the trunk infrastructure item;
 - (x) a cost of carrying out trunk infrastructure which relates to another development infrastructure network;
 - (xi) a cost of carrying out development infrastructure which is replacing existing infrastructure with different infrastructure in another development infrastructure network;

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- (xii) a cost of existing development infrastructure which services or is planned to service existing or future demand that is replaced by the trunk infrastructure contribution.

Editor's note—Trunk road infrastructure works are only to be carried out by a suitably qualified civil contractor.

27. Application of an offset and refund

The following apply if a trunk infrastructure contribution services or is planned to service premises other than premises the subject of the relevant approval and an adopted charge applies to the development the subject of the relevant approval:

Editor's note—A relevant approval is a development approval under the Planning Act 2016.

- (a) an **offset**—where the cost for the trunk infrastructure contribution calculated in accordance with section 28 (Information about an offset and refund) is equal to or less than the levied charge; and
- (b) a **refund**—where the cost for the trunk infrastructure contribution calculated in accordance with section 28 (Information about an offset and refund) is more than the levied charge.

28. Information about an offset and refund

- (1) If an offset applies, the cost for the trunk infrastructure contribution is to be worked out by the local government in accordance with:
- (a) for the calculation of the establishment cost section 23 (Calculation of the establishment cost);
- (b) for the recalculation of the establishment cost for work calculated under paragraph (a) section 24 (Recalculation of the establishment cost for work);
- (c) for recalculation of the establishment cost for land calculated under paragraph (a) section 25 (Recalculation of the establishment cost for land);
- (d) for calculation of the **actual cost** for work section 26 (Calculation of the actual cost) where less than the establishment cost for work calculated under paragraph (a).

*Editor's note—Calculation of an offset and refund for work pursuant to subclause (1)(d) will be used when the details provided in accordance with section 29(1)(b) (Timing of an offset and refund) evidence that the **actual cost** is less than the establishment cost for work calculated pursuant to subclause (1)(a).*

- (2) If a refund applies, the refund is to be worked out by the local government as the amount equal to the difference between the cost for the trunk infrastructure calculated in accordance with subsection 28(1) and the amount worked out by applying the adopted charge to the premises as follows:

$$R = C - LC$$

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Where:

R is the refund amount.

C is the cost of the trunk infrastructure provided.

LC is the levied charge.

29. Timing of an offset and refund

- (1) An applicant entitled to seek an offset or refund for the trunk infrastructure contribution is to:
- (a) give to the local government a notice in the prescribed form which states the following:
- (i) the date the trunk infrastructure contribution the subject of an offset or refund was lawfully completed;
- (ii) that the trunk infrastructure contribution has been provided in accordance with the relevant approval for the trunk infrastructure contribution;
- Editor's note—A relevant approval is a development approval under the Planning Act 2016.*
- (b) for works, unless the cost of the trunk infrastructure contribution has been determined in accordance with section 24 (Recalculation of the establishment cost for work), provide full details of the **actual cost** in the form of the tender documentation including any variations, invoices and proof of payments; and
- (c) pay the prescribed fee.
- Editor's note—The prescribed fee may include the local government's costs for determining the matters in subsection (1)(a) and (1)(b).*
- (2) The local government is to as soon as reasonably practicable after receiving a notice under subsection (1):
- (a) determine whether the trunk infrastructure contribution has satisfied the matters in subsections (1)(a) and (1)(b); and
- (b) give to the applicant a notice stating the outcome of the local government's determination.
- (3) The local government if satisfied of the matters in subsections (1)(a) and (1)(b) is to, unless otherwise provided for in an infrastructure agreement:
- (a) for an offset—set off the cost determined in accordance with section 28 (Information about an offset and refund) for the trunk infrastructure contribution against the levied charge when the levied charge stated in the infrastructure charges notice is payable under the Planning Act;
- (b) for a refund—give the refund when stated in the infrastructure charges notice.
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- (4) The local government has adopted a policy position in relation to the determination in an infrastructure charges notice of when a refund is to be given by the local government to achieve the following policy objectives:
- (a) to seek to integrate the local government's land use and infrastructure plans;
 - (b) to implement the local government infrastructure plan as the basis for the local government's trunk infrastructure funding;
 - (c) to implement infrastructure funding which is equitable, accountable and financially sustainable for the local government.
- (5) The local government's policy position in relation to the determination in an infrastructure charges notice of when a refund is to be given by the local government and related matters is as follows:
- (a) for a trunk infrastructure contribution for identified trunk infrastructure which is identified in the local government's capital works program at the date of the relevant approval with a planned date that is consistent with the local government infrastructure plan:

Editor's note—A relevant approval is a development approval under the Planning Act 2016.
 - (i) the refund may be given in accordance with the payment triggers in paragraph (ii) until the planned date, at which time the balance of the refund is to be given by 31 December of the financial year following the planned date;
 - (ii) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December of the financial year following the completion of the trunk infrastructure contribution;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution until the amount is paid;

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- (iii) each amount to be paid under paragraph (i) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid;
 - (b) for a trunk infrastructure contribution for identified trunk infrastructure (for which subsection 29(5)(a) does not apply) or different trunk infrastructure which is provided before or in the planned date or period for the trunk infrastructure contribution stated in the local government infrastructure plan:
 - (i) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December of the financial year following the end of the relevant planned date or period for the trunk infrastructure contribution;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments by 31 December in each financial year commencing in the financial year following the end of the relevant planned date or period for the trunk infrastructure contribution;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments by 31 December in each financial year commencing in the financial year following the end of the relevant planned date or period for the trunk infrastructure contribution;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 by 31 December in each financial year commencing in the financial year following the end of the relevant planned date or period for the trunk infrastructure contribution until the amount is paid;
 - (ii) each amount to be paid under paragraph (i) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid;
 - (c) for a trunk infrastructure contribution for identified trunk infrastructure or different trunk infrastructure which is provided after the planned date or period for the trunk infrastructure contribution stated in the local government infrastructure plan:
 - (i) the following payment triggers achieve the local government's policy objectives:
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- (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December of the financial year following the completion of the trunk infrastructure contribution;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution until the amount is paid;
 - (ii) each amount to be paid under paragraph (i) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid;
 - (d) for a trunk infrastructure contribution for necessary trunk infrastructure:
 - (i) the local government is to estimate the period in which the trunk infrastructure contribution would have been planned to be provided had it been included in the local government infrastructure plan having regard to the method used by the local government to work out the relevant planned date or period of items of identified trunk infrastructure for the network of development infrastructure stated in the extrinsic material to the local government infrastructure plan (**specified date or period**);
 - (ii) the local government is to upon the completion of the trunk infrastructure contribution include the trunk infrastructure as existing trunk infrastructure in the local government infrastructure plan;
 - (iii) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December of the financial year following the end of the specified date or period for the trunk infrastructure contribution;
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- (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments by 31 December in each financial year commencing in the financial year following the end of the specified date or period for the trunk infrastructure contribution;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments by 31 December in each financial year commencing in the financial year following the end of the specified date or period for the trunk infrastructure contribution;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 by 31 December in each financial year commencing in the financial year following the end of the specified date or period for the trunk infrastructure contribution until the amount is paid;
 - (iv) each amount to be paid under paragraph (iii) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid;
 - (e) for a trunk infrastructure contribution for prescribed trunk infrastructure:
 - (i) the local government is to upon the completion of the trunk infrastructure contribution include the trunk infrastructure as existing trunk infrastructure in the local government infrastructure plan;
 - (ii) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December 2036;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments between 31 December 2036 and 31 December 2039;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments between 31 December 2036 and 31 December 2041;
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- (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 from 31 December 2036 until the amount is paid;
- (iii) each amount to be paid under paragraph (ii) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid.

Schedule 1 Dictionary

actual cost see section 26 (Calculation of the actual cost).

additional demand see section 12(b)(ii) (Purpose of part 3).

adopted charge see section 6(a) (Purpose of part 2).

applicable area see section 6(d) (Purpose of part 2).

applicable date see section 6(c) (Purpose of part 2).

applicable use see section 6(e) (Purpose of part 2).

applied adopted charge see section 12(b)(i) (Purpose of part 3).

arterial roads mean local roads which:

- (a) facilitate traffic movement across a number of suburbs or townships, or provide crosscity links between major activity areas and link with highways and motorways; and
- (b) are primarily used for through traffic movements (that is, 50 percent or more of the road's traffic will ultimately not have an origin or destination within the adjacent traffic zone or contribution sector).

Editor's note—The term 'arterial roads' is also referred to as 'intersuburban links' in the Council's land-use planning activities.

automatic increase see section 12(c) (Purpose of part 3).

bedroom means an area of a building or structure which:

- (a) is used, designed or intended for use for sleeping but excludes a lounge room, dining room, living room, kitchen, water closet, bathroom, laundry, garage or plant room; or
- (b) can be used for sleeping such as a den, study, loft, media or home entertainment room, library, family or rumpus room or other similar space.

citywide community facilities mean community facilities which are described as 'citywide community facilities' and meet the relevant elements as set out in the extrinsic material for the community facilities trunk infrastructure network.

Editor's note—See Part 13—Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.

citywide parks mean parks which are described as 'citywide parks' and meet the relevant elements as set out in the extrinsic material for the public parks trunk infrastructure network.

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Editor's note—See Part 13—Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.

commercial or industrial area means that part of the local government area in the zones and designations under the Ipswich planning scheme identified below:

Commercial (office) area	CBD primary commercial zone
	CBD secondary commercial zone
	CBD top of town zone
	CBD medical services zone
Commercial (retail) area	Major centre zone
	Local retail & commercial zone
	CBD North secondary business zone
	Rosewood town centre primary business area zone & town square sub area
	Character area - mixed use zone
	CBD primary retail zone
Other Industry area	Business park zone
	Rosewood town centre secondary business area zone
	Local business & industry zone
	Local business & industry investigation zone
	Business incubator zone
	Regional business & industry zone
	Regional business & industry investigation zone
	Rosewood service trades & showgrounds zone

completion means the stage in the provision of a trunk infrastructure contribution by an applicant when the local government is satisfied that the trunk infrastructure contribution is complete other than for a minor omission and a minor defect which:

- (a) is not essential;
- (b) does not prevent the matter from being reasonably capable of being used for its intended purpose;
- (c) the local government determines the applicant has a reasonable basis for not promptly rectifying; and

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- (d) the rectification of which will not prejudice the convenient use of the matter.

CPI (an acronym for consumer price index) means the following:

- (a) the consumer price index 6401.0 All Groups Brisbane published by the Australian Bureau of Statistics;
- (b) if an index described in paragraph (a) ceases to be published—another similar index prescribed by the local government.

Editor's note—Where the CPI has not been published for a calculation date the change in the CPI is to be determined by having regard to the index prior to the base date and the index prior to the calculation date.

current market value see section 25(2) (Recalculation of the establishment cost for land).

deemed demand see section 16(3)(d) (Working out the additional demand).

deemed demand area means the deemed demand area in schedule 12.

demand credit see section 16(1) (Working out the additional demand).

demand unit see section 16(2) (Working out the additional demand).

development demand see section 16(1) (Working out the additional demand).

different trunk infrastructure see section 20(b)(ii) (Purpose of part 4).

distributor-retailer means the Central SEQ Distributor-Retailer Authority (trading as Queensland Urban Utilities) under the SEQ Water Act.

distributor-retailer's adopted charge or DAC see section 7(2)(e) (Adopted charges).

distributor-retailer infrastructure planning instrument see section 8(2) (Trunk infrastructure networks for adopted charges).

distributor-retailer trunk infrastructure network charge or DNC see section 7(2)(a)(ii) (Adopted charges).

distributor-retailer trunk infrastructure networks see section 6(b)(ii) (Purpose of part 2).

district community facilities mean community facilities which are described as 'district community facilities' and meet the relevant elements as set out in the extrinsic material for the community facilities trunk infrastructure network.

Editor's note—See Part 13—Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.

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district parks mean parks which are described as 'district parks' and meet the relevant elements as set out in the extrinsic material for the public parks trunk infrastructure network.

Editor's note—See Part 13—Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.

dwelling has the meaning in the Planning Regulation.

Editor's note—The term 'dwelling' is defined in the Planning Regulation to mean:

- “(a) is used, or capable of being used, as a self-contained residence; and*
- (b) contains—*
 - (i) food preparation facilities; and*
 - (ii) a bath or shower; and*
 - (iii) a toilet; and*
 - (iv) a wash basin; and*
 - (v) facilities for washing clothes.”*

establishment cost see section 22 (Working out the establishment cost).

existing lawful use see section 16(3)(a) (Working out the additional demand).

financial year means a period of 1 year beginning on 1 July.

GFA (an acronym for gross floor area) has the meaning in the Planning Regulation.

Editor's note—The term 'gross floor area' is defined in the Planning Regulation to mean:

“for a building, means the total floor area of all storeys of the building, measured from the outside of the external walls and the centre of any common walls of the building, other than areas used for—

- (a) building services, plant or equipment; or*
- (b) access between levels; or*
- (c) a ground floor public lobby; or*
- (d) a mall; or*
- (e) parking, loading or manoeuvring vehicles; or*
- (f) unenclosed private balconies, whether roofed or not.”*

identified trunk infrastructure criteria see section 20(a) (Purpose of part 4).

identified trunk infrastructure see section 20(b)(i) (Purpose of part 4).

infrastructure charging instrument means any of the following:

- (a) a condition imposed under a planning scheme policy about infrastructure;*
- (b) an adopted infrastructure charge levied under an adopted infrastructure charges notice;*
- (c) a levied charge under an infrastructure charges notice.*

Ipswich planning scheme means the *Ipswich Planning Scheme 2006*.

levied charge see section 12(a) (Purpose of part 3).

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levied charge relief see section 12(b)(iii) (Purpose of part 3).

local community facilities mean community facilities which are described as 'local community facilities' and meet the relevant elements as set out in the extrinsic material for the community facilities trunk infrastructure network.

Editor's note—See Part 13—Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.

local government trunk infrastructure networks see section 6(b)(i) (Purpose of part 2).

local government trunk infrastructure network charge or LNC see section 7(2)(a)(i) (Adopted charges).

local parks mean parks which are described as 'local parks' and meet the relevant elements as set out in the extrinsic material for the public parks trunk infrastructure network.

Editor's note—See Part 13—Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.

market cost see section 24(2) (Recalculation of the establishment cost for work).

maximum adopted charge or MAC see section 7(2)(d) (Adopted charges).

necessary trunk infrastructure see section 20(b)(iii) (Purpose of part 4).

offset see section 27(a) (Application of an offset and refund).

persons has the meaning in the local government infrastructure plan.

Editor's note—The term 'person' is defined in the local government infrastructure plan to mean "the number of persons within an occupied dwelling averaged across the detached housing or attached housing zones as outlined in the Planning Scheme."

planned cost see section 23(2)(a) (Calculation of the establishment cost).

planned estimate see section 23(2) (Calculation of the establishment cost).

Planning Act means the *Planning Act 2016*.

Planning Regulation means the *Planning Regulation 2017*.

PPI (an acronym for producer price index) means the following:

- (a) the producer price index for construction 6427.0 (ABS PPI) index number 3101—Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics;
 - (b) if an index described in paragraph (a) ceases to be published—another similar index prescribed by the local government.
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Editor's note—Where the PPI has not been published for a calculation date the change in the PPI is to be determined by having regard to the index prior to the base date and the index prior to the calculation date.

prescribed community development means the following:

- (a) citywide developments—these developments are higher order community facilities which have a Citywide or sub-regional catchment. Whilst not mandatory, their location is best intended for the Ipswich City Centre or proposed Town Centres (e.g. Ipswich Grammar Schools);
- (b) district developments—these developments, whilst higher order community facilities, have a 'sector' or large suburban catchment (i.e. Ipswich Eastern Suburbs, Southern Corridor etc.). These types of developments are more prevalent in existing urban areas (e.g. St. Peter Claver College);
- (c) neighbourhood developments—these developments, whilst varying in size, cater primarily for the needs of the surrounding neighbourhood (e.g. Leichhardt Catholic Primary School, Riverview Neighbourhood Centre);
- (d) local developments—these developments provide facilities for a highly localised catchment (e.g. Local Neighbourhood House, Tenants' Association House or local community hall or recreational facility which is generally less than 200m² in GFA). These developments will be limited to small, local based community organisations.

prescribed community organisation means the following:

- (a) Scouts and Girl Guides Associations, War Widows Guild, Creche and Kindergartens, Queensland Deaf Society (Inc.), Queensland Spastic Welfare League, Welfare Associations for the Blind, Queensland Society for Crippled Children, Senior Citizens Clubs and other like registered charitable organisations;
 - (b) religious institutions;
 - (c) private schools (or non-state schools) in receipt of a subsidy under the *Education (General Provisions) Act 2006* and affiliated with an approved Capital Assistance Authority under the *Education (Capital Assistance) Act 1993*; or
 - (d) other non-profit organisations (including sporting and recreational organisations) which provide a service to the community and do not normally have an income stream or are able to demonstrate their status as non-profit through an external source such as the Australian Taxation Office.
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prescribed cost see section 24(4)(a) (Recalculation of the establishment cost for work).

prescribed financial contribution see section 12(b)(iv) (Purpose of part 3).

prescribed fee means a cost recovery fee prescribed by the local government.

prescribed form means a form prescribed by the local government.

prescribed trunk infrastructure see section 20(b)(iv) (Purpose of part 4).

previous lawful use see section 16(3)(b) (Working out the additional demand).

local government infrastructure plan means the Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.

Editor's note—The Local Government Infrastructure Plan is Part 13 of the Ipswich Planning Scheme 2006.

PSP 5 see section 7(1)(a) (Adopted charges).

refund see section 27(b) (Application of an offset and refund).

relevant proportion or RP see section 7(2)(c) (Adopted charges).

religious institution means an institution which is a religious institution under the *Income Tax Assessment Act 1936* or the *Income Tax Assessment Act 1997*, as applicable.

residential area means that part of the local government area in the zones and designations under the Ipswich planning scheme that is not otherwise identified as commercial or industrial area.

SEQ Water Act means the *South-East Queensland Water (Distribution and Retail Restructuring) Act 2009*.

specified date or period see section 29(5)(d)(i) (Timing of an offset and refund).

Springfield structure plan means the Springfield structure plan, which forms part of the Ipswich planning scheme.

Editor's note—The Springfield structure plan is Part 14 of the Ipswich Planning Scheme 2006.

sub-arterial roads mean local roads which:

- (a) facilitate movement across a suburb, from one suburb to another and link with arterial roads; and

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- (b) are primarily used for through traffic movements (that is, 50 percent or more of the road's traffic usage that ultimately does not have an origin or destination within the adjacent traffic zone or contribution sector).

Editor's note—The term 'sub-arterial roads' is also referred to as 'suburban links' and 'distributors' in the Council's land-use planning activities.

suite means a number of connected rooms one of which is a bedroom in which an individual or a group of two or more related or unrelated people reside with the common intention to live together on a long term basis and who make common provision for food or other essentials for living.

suitably qualified civil contractor means a contractor:

- (a) that has been prequalified by the Department of Transport and Main Roads under the Austroads National Prequalification System for Civil (Road and Bridge) Construction Contracts in the categories of roadworks and bridge construction relevant to the trunk road infrastructure to be constructed; or
- (b) that is able to demonstrate that it meets the prequalification criteria of the Department of Transport and Main Roads under the Austroads National Prequalification System for Civil (Road and Bridge) Construction Contracts in the categories of roadworks and bridge construction relevant to the trunk road infrastructure to be constructed.

total trunk infrastructure network charges or Total NC see section 7(2)(b) (Adopted charges).

trunk infrastructure contribution see section 20(b) (Purpose of part 4).

trunk infrastructure networks see section 6(b) (Purpose of part 2).

trunk infrastructure network charges see section 7(2) (Adopted charges).

Schedule 2 Trunk infrastructure network charges

Table A Reconfiguring a lot of land in the residential area

Column 1 Demand unit	Column 2 Trunk infrastructure network charges				
	Transport trunk infrastructure network	Public parks trunk infrastructure network	Community facilities trunk infrastructure network	Water supply trunk infrastructure network for water service	Sewerage trunk infrastructure network for wastewater service
Lot	Trunk infrastructure network charge for one dwelling house (3 bedroom dwelling) charge in Table C1.	Trunk infrastructure network charge for one dwelling house (3 bedroom dwelling) charge in Table C2.	Trunk infrastructure network charge for one dwelling house (3 bedroom dwelling) charge in Table C3.	Trunk infrastructure network charge for one dwelling house (3 bedroom dwelling) charge in Table C4.	Trunk infrastructure network charge for one dwelling house (3 bedroom dwelling) charge in Table C5.

Table B Reconfiguring a lot of land not in the residential area

Column 1 Demand unit	Column 2 Area	Column 3 Unconstrained (see schedule 11) percentage	Column 4 Constrained Area (see schedule 11) percentage	Column 5 Trunk infrastructure network charges		
				Transport trunk infrastructure network	Water supply trunk infrastructure network for water service	Sewerage trunk infrastructure network for wastewater service
Lot	Commercial (office) area	30	Not applicable	Trunk infrastructure network charge for Commercial (office) - Office charge in Table D1 (\$ per m ² GFA).	Trunk infrastructure network charge for Commercial (office) - Office charge in Table D2 (\$ per m ² GFA).	Trunk infrastructure network charge for Commercial (office) - Office charge in Table D3 (\$ per m ² GFA).
Lot	Commercial (retail) area	30	22.5 in the Business park zone (see schedule 11)	Trunk infrastructure network charge for Commercial (retail) - Shop charge in Table D1 (\$ per m ² GFA).	Trunk infrastructure network charge for Commercial (retail) - Shop charge in Table D2 (\$ per m ² GFA).	Trunk infrastructure network charge for Commercial (retail) - Shop charge in Table D3 (\$ per m ² GFA).
Lot	Other industry area	30	6.65 in the Regional business and industry zone and Regional business and industry investigation zone (see schedule 11)	Trunk infrastructure network charge for Other industry - Low impact industry charge in Table D1 (\$ per m ² GFA).	Trunk infrastructure network charge for Other industry - Low impact industry charge in Table D2 (\$ per m ² GFA).	Trunk infrastructure network charge for Other industry - Low impact industry charge in Table D3 (\$ per m ² GFA).

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Table C1 Residential use – transport trunk infrastructure network

Column 1	Column 2																																									
	Transport trunk infrastructure network charge (\$ per demand unit)																																									
	Residential use under the Planning Regulation																																									
	Editor's note - See schedule 16, Table 1, column 1 of the Planning Regulation																																									
	Residential uses						Accommodation (long term)																Accommodation (short term)																			
	Caretaker's accommodation			Dwelling house			Rooming Accommodation								Retirement Facility				Tourist Park (Caravan Park)			Short-term accommodation								Tourist Park (Camping ground)												
Multiple dwelling			Relocatable Home Park				Other				Student accommodation											Hotel (residential component)				Short-term accommodation (other)																
Dual occupancy			1 or 2 bedroom dwelling			3 or more bedroom dwelling			1 or 2 bedroom relocatable dwelling site		3 or more bedroom relocatable dwelling site		Suite with 1 bedroom		Suite with 2 bedrooms		Suite with 3 or more bedrooms		Bedroom that is not within a suite		Suite with 1 bedroom		Suite with 2 bedrooms		Suite with 3 or more bedrooms		Bedroom that is not within a suite		Suite with 1 bedroom		Suite with 2 bedrooms		Suite with 3 or more bedrooms		Bedroom that is not within a suite		1 tent site		2 tent sites		3 tent sites	
1	2767	3626	5344	4428	6202	3626	3626	1908	3817	5725	1908	2767	5595	8302	2767	2767	3626	5344	2767	3626	7252	10878	1908	3817	5725	1908	2767	5595	8302	2767	2767	5595	8302	2767	2767	5595	8302	2767	2767	5595	8302	
2	2328	3050	4495	3724	5217	3050	3050	1605	3210	4816	1605	2328	4655	6983	2328	2328	3050	4495	2328	3050	6100	9150	1605	3210	4816	1605	2328	4655	6983	2328	2328	4655	6983	2328	2328	4655	6983	2328	2328	4655	6983	
3	2739	3589	5289	4382	6139	3589	3589	1889	3778	5667	1889	2739	5478	8217	2739	2739	3589	5289	2739	3589	7178	10767	1889	3778	5667	1889	2739	5478	8217	2739	2739	5478	8217	2739	2739	5478	8217	2739	2739	5478	8217	
4	2674	3504	5165	4279	5995	3504	3504	1844	3689	5533	1844	2674	5349	8023	2674	2674	3504	5165	2674	3504	7009	10513	1844	3689	5533	1844	2674	5349	8023	2674	2674	5349	8023	2674	2674	5349	8023	2674	2674	5349	8023	
5	3776	4948	7291	6041	8463	4948	4948	2604	5208	7812	2604	3776	7551	11327	3776	3776	4948	7291	3776	4948	9895	14843	2604	5208	7812	2604	3776	7551	11327	3776	3776	7551	11327	3776	3776	7551	11327	3776	3776	7551	11327	
6	3937	5159	7603	6299	8825	5159	5159	2715	5430	8146	2715	3937	7874	11811	3937	3937	5159	7603	3937	5159	10318	15477	2715	5430	8146	2715	3937	7874	11811	3937	3937	7874	11811	3937	3937	7874	11811	3937	3937	7874	11811	
7	3259	4271	6294	5215	7306	4271	4271	2348	4496	6744	2348	3259	6519	9778	3259	3259	4271	6294	3259	4271	8542	12813	2348	4496	6744	2348	3259	6519	9778	3259	3259	6519	9778	3259	3259	6519	9778	3259	3259	6519	9778	
8	1129	1480	2181	1807	2532	1480	1480	779	1558	2337	779	1129	2259	3388	1129	1129	1480	2181	1129	1480	2960	4440	779	1558	2337	779	1129	2259	3388	1129	1129	2259	3388	1129	1129	2259	3388	1129	1129	2259	3388	
9	2211	2897	4269	3537	4955	2897	2897	1525	3049	4574	1525	2211	4421	6632	2211	2211	2897	4269	2211	2897	5793	8690	1525	3049	4574	1525	2211	4421	6632	2211	2211	4421	6632	2211	2211	4421	6632	2211	2211	4421	6632	
10	3086	4044	5959	4937	6917	4044	4044	2128	4256	6385	2128	3086	6172	9258	3086	3086	4044	5959	3086	4044	8087	12131	2128	4256	6385	2128	3086	6172	9258	3086	3086	6172	9258	3086	3086	6172	9258	3086	3086	6172	9258	
11	2723	3568	5258	4357	6103	3568	3568	1878	3756	5634	1878	2723	5446	8169	2723	2723	3568	5258	2723	3568	7136	10704	1878	3756	5634	1878	2723	5446	8169	2723	2723	5446	8169	2723	2723	5446	8169	2723	2723	5446	8169	
12	3832	5022	7400	6132	8589	5022	5022	2643	5286	7929	2643	3832	7664	11497	3832	3832	5022	7400	3832	5022	10043	15065	2643	5286	7929	2643	3832	7664	11497	3832	3832	7664	11497	3832	3832	7664	11497	3832	3832	7664	11497	
13	3889	5096	7509	6222	8716	5096	5096	2682	5364	8046	2682	3889	7777	11666	3889	3889	5096	7509	3889	5096	10191	15287	2682	5364	8046	2682	3889	7777	11666	3889	3889	7777	11666	3889	3889	7777	11666	3889	3889	7777	11666	
14	3869	5069	7470	6190	8671	5069	5069	2668	5336	8004	2668	3869	7737	11606	3869	3869	5069	7470	3869	5069	10138	15207	2668	5336	8004	2668	3869	7737	11606	3869	3869	7737	11606	3869	3869	7737	11606	3869	3869	7737	11606	
15	2348	3076	4534	3756	5262	3076	3076	1619	3238	4857	1619	2348	4695	7043	2348	2348	3076	4534	2348	3076	6153	9229	1619	3238	4857	1619	2348	4695	7043	2348	2348	4695	7043	2348	2348	4695	7043	2348	2348	4695	7043	
16	2896	3795	5593	4634	6492	3795	3795	1997	3995	5992	1997	2896	5793	8689	2896	2896	3795	5593	2896	3795	7590	11386	1997	3995	5992	1997	2896	5793	8689	2896	2896	5793	8689	2896	2896	5793	8689	2896	2896	5793	8689	
17	5139	6734	9924	8223	11519	6734	6734	3544	7089	10633	3544	5139	10278	15418	5139	5139	6734	9924	5139	6734	13468	20202	3544	7089	10633	3544	5139	10278	15418	5139	5139	10278	15418	5139	5139	10278	15418	5139	5139	10278	15418	
18	3864	5064	7462	6183	8662	5064	5064	2665	5330	7995	2665	3864	7729	11593	3864	3864	5064	7462	3864	5064	10128	15191	2665	5330	7995	2665	3864	7729	11593	3864	3864	7729	11593	3864	3864	7729	11593	3864	3864	7729	11593	
19	5288	6930	10212	8462	11853	6930	6930	3647	7294	10942	3647	5288	10577	15865	5288	5288	6930	10212	5288	6930	13859	20789	3647	7294	10942	3647	5288	10577	15865	5288	5288	10577	15865	5288	5288	10577	15865	5288	5288	10577	15865	
20	3397	4451	6559	3647	4965	4451	4451	2342	4685	7027	2342	3397	6793	10190	3397	3397	4451	6559	3397	4451	8901	13352	2342	4685	7027	2342	3397	6793	10190	3397	3397	6793	10190	3397	3397	6793	10190	3397	3397	6793	10190	
21	3824	5011	7385	6119	8571	5011	5011	2637	5275	7912	2637	3824	7648	11472	3824	3824	5011	7385	3824	5011	10022	15033	2637	5275	7912	2637	3824	7648	11472	3824	3824	7648	11472	3824	3824	7648	11472	3824	3824	7648	11472	
22	5155	6755	9955	8249	11555	6755	6755	3555	7111	10666	3555	5155	10311	15466	5155	5155	6755	9955	5155	6755	13511	20266	3555	7111	10666	3555	5155	10311	15466	5155	5155	10311	15466	5155	5155	10311	15466	5155	5155	10311	15466	
23	2848	3732	5499	4557	6383	3732	3732	1964	3928	5896	1964	2848	5696	8544	2848	2848	3732	5499	2848	3732	7464	11195	1964	3928	5896	1964	2848	5696	8544	2848	2848	5696	8544	2848	2848	5696	8544	2848	2848	5696	8544	
24	2416	3166	4666	3866	5416	3166	3166	1666	3333	4999	1666	2416	4833	7249	2416	2416	3166	4666	2416	3166	6332	9499	1666	3333	4999	1666	2416	4833	7249	2416	2416	4833	7249	2416	2416	4833	7249	2416	2416	4833	7249	
25	2695	3531	5203	4311	6040	3531	3531	1858	3717	5575	1858	2695	5389	8084	2695	2695	3531	5203	2695	3531	7062	10593	1858	3717	5575	1858	2695	5389	8084	2695	2695	5389	8084	2695	2695	5389	8084	2695	2695	5389	8084	
26	3042	3985	5873	4866	6817	3985	3985	2098	4195	6298	2098	3042	6083	9125	3042	3042	3985	5873	3042	3985	7971	11956	2098	4195	6298	2098	3042	6083	9125	3042	3042	6083	9125	3042	3042	6083	9125	3042	3042	6083	9125	
27	2852	3737	5507	4563	6392	3737	3737	1967	3934	5901	1967	2852	5704	8556	2852	2852	3737	5507	2852	3737	7474	11211	1967	3934	5901	1967	2852	5704	8556	2852	2852	5704	8556	2852	2852	5704	8556	2852	2852	5704	8556	
28	2485	3256	4798	3976	5570	3256	3256	1714	3427	5141	1714	2485	4970	7455	2485	2485	3256	4798	2485	3256	6512	9768	1714	3427	5141	1714	2485	4970	7455	2485	2485	4970	7455	2485	2485	4970	745					

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Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021

Table C2 Residential use – public parks trunk infrastructure network

Column 1 Charge Area	Column 2 Public Parks trunk infrastructure network charge (\$ per demand unit) Residential use under the Planning Regulation Editor's note - See schedule 16, Table 1, column 1 of the Planning Regulation																								
	Residential uses					Accommodation (long term)										Accommodation (short term)									
	Caretaker's accommodation			Dwelling house		Relocatable Home Park		Rooming Accommodation				Retirement Facility Community Residence				Tourist Park (Caravan Park)			Short-term accommodation Hotel (residential component)				Tourist Park (Camping ground)		
	Multiple dwelling Dual occupancy																								
	1 bedroom dwelling	2 bedroom dwelling	3 or more bedroom dwelling	1 or 2 bedroom dwelling	3 or more bedroom dwelling	1 or 2 bedroom relocatable dwelling site	3 or more bedroom relocatable dwelling site	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	1 caravan site	2 caravan sites	3 caravan sites	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	1 tent site	2 tent sites	3 tent sites
	E1	4851	6282	9304	7793	10895	6282	6282	4851	9702	14553	4851	4851	6282	9304	4851	6282	12565	18847	3976	7952	11929	3976	4851	9702
E2	4944	6403	9483	7943	11104	6403	6403	4944	9888	14833	4944	4944	6403	9483	4944	6403	12806	19209	4053	8105	12158	4053	4944	9888	14833
E3	4350	5633	8343	6988	9769	5633	5633	4350	8699	13049	4350	4350	5633	8343	4350	5633	11266	16900	3565	7131	10696	3565	4350	8699	13049
E4	4710	6100	9034	7567	10578	6100	6100	4710	9420	14129	4710	4710	6100	9034	4710	6100	12199	18299	3860	7721	11581	3860	4710	9420	14129
E5	4384	5678	8409	7044	9847	5678	5678	4384	8769	13153	4384	4384	5678	8409	4384	5678	11356	17034	3594	7187	10781	3594	4384	8769	13153
E6	4978	6447	9548	7997	11180	6447	6447	4978	9956	14934	4978	4978	6447	9548	4978	6447	12894	19941	4080	8161	12241	4080	4978	9956	14934
C1	4349	5632	8341	6987	9767	5632	5632	4349	8698	13047	4349	4349	5632	8341	4349	5632	11264	16896	3565	7129	10694	3565	4349	8698	13047
C2	4182	5416	8022	6719	9393	5416	5416	4182	8365	12547	4182	4182	5416	8022	4182	5416	10833	16249	3428	6856	10284	3428	4182	8365	12547
C3	4876	6315	9353	7834	10952	6315	6315	4876	9753	14629	4876	4876	6315	9353	4876	6315	12630	18946	3997	7994	11991	3997	4876	9753	14629
C4	4687	6070	8990	7530	10527	6070	6070	4687	9374	14061	4687	4687	6070	8990	4687	6070	12140	18210	3842	7684	11526	3842	4687	9374	14061
C5	4472	5791	8577	7184	10043	5791	5791	4472	8944	13416	4472	4472	5791	8577	4472	5791	11583	17374	3665	7331	10996	3665	4472	8944	13416
C6	5083	6583	9750	8167	11417	6583	6583	5083	10167	15250	5083	5083	6583	9750	5083	6583	13167	19750	4167	8333	12500	4167	5083	10167	15250
C7	4424	5730	8486	7108	9937	5730	5730	4424	8849	13273	4424	4424	5730	8486	4424	5730	11460	17190	3627	7253	10880	3627	4424	8849	13273
C8	4236	5486	8125	6805	9514	5486	5486	4236	8472	12708	4236	4236	5486	8125	4236	5486	10972	16458	3472	6944	10416	3472	4236	8472	12708
C9	4447	5759	8529	7144	9987	5759	5759	4447	8894	13340	4447	4447	5759	8529	4447	5759	11518	17277	3645	7290	10935	3645	4447	8894	13340
C10	5307	6874	10180	8527	11920	6874	6874	5307	10615	15922	5307	5307	6874	10180	5307	6874	13747	20621	4350	8701	13051	4350	5307	10615	15922
C11	6534	8462	12532	10497	14674	8462	8462	6534	13068	19601	6534	6534	8462	12532	6534	8462	16924	25385	5356	10711	16067	5356	6534	13068	19601
R1	4895	6339	9388	7864	10993	6339	6339	4895	9789	14684	4895	4895	6339	9388	4895	6339	12678	19017	4012	8024	12036	4012	4895	9789	14684
R2	5143	6661	9865	8263	11551	6661	6661	5143	10286	15430	5143	5143	6661	9865	5143	6661	13322	19982	4216	8431	12647	4216	5143	10286	15430
R3	4713	6104	9040	7572	10585	6104	6104	4713	9426	14139	4713	4713	6104	9040	4713	6104	12208	18311	3863	7726	11589	3863	4713	9426	14139
R4	4792	6206	9192	7699	10763	6206	6206	4792	9585	14377	4792	4792	6206	9192	4792	6206	12413	18619	3928	7856	11784	3928	4792	9585	14377
W1	4599	5956	8820	7388	10328	5956	5956	4599	9197	13796	4599	4599	5956	8820	4599	5956	11911	17867	3769	7539	11308	3769	4599	9197	13796
W2	4770	6178	9150	7664	10714	6178	6178	4770	9541	14311	4770	4770	6178	9150	4770	6178	12356	18534	3910	7820	11730	3910	4770	9541	14311
W3	4221	5466	8095	6781	9479	5466	5466	4221	8441	12662	4221	4221	5466	8095	4221	5466	10932	16399	3460	6919	10879	3460	4221	8441	12662
W4	4383	5676	8407	7042	9844	5676	5676	4383	8766	13149	4383	4383	5676	8407	4383	5676	11353	17029	3593	7185	10778	3593	4383	8766	13149
W5	4411	5712	8460	7086	9906	5712	5712	4411	8821	13232	4411	4411	5712	8460	4411	5712	11425	17137	3615	7231	10846	3615	4411	8821	13232
W6	4350	5633	8343	6988	9769	5633	5633	4350	8700	13049	4350	4350	5633	8343	4350	5633	11267	16900	3565	7131	10696	3565	4350	8700	13049
W7	4286	5550	8220	6885	9625	5550	5550	4286	8571	12857	4286	4286	5550	8220	4286	5550	11101	16650	3513	7026	10539	3513	4286	8571	12857
W8	4308	5580	8264	6922	9676	5580	5580	4308	8617	12925	4308	4308	5580	8264	4308	5580	11160	16740	3532	7063	10595	3532	4308	8617	12925
W9	4263	5521	8176	6849	9574	5521	5521	4263	8526	12789	4263	4263	5521	8176	4263	5521	11042	16562	3484	6988	10483	3484	4263	8526	12789

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Table C3 Residential use – community facilities trunk infrastructure network

Column 1	Column 2 Community Facilities trunk infrastructure network charge (\$ per demand unit)																								
Charge Area	Residential use under the Planning Regulation Editor's note - See schedule 16, Table 1, column 1 of the Planning Regulation																								
	Residential uses					Accommodation (long term)								Accommodation (short term)											
	Caretaker's accommodation			Dwelling house		Relocatable Home Park		Rooming Accommodation				Retirement Facility Community Residence				Tourist Park (Caravan Park)			Short-term accommodation Hotel (residential component)				Tourist Park (Camping ground)		
	Multiple dwelling Dual occupancy																								
	1 bedroom dwelling	2 bedroom dwelling	3 or more bedroom dwelling	1 or 2 bedroom dwelling	3 or more bedroom dwelling	1 or 2 bedroom relocatable dwelling site	3 or more bedroom relocatable dwelling site	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	1 caravan site	2 caravan sites	3 caravan sites	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	1 tent site	2 tent sites	3 tent sites
E1	622	806	1193	999	1397	806	806	622	1244	1866	622	622	806	1193	622	806	1611	2417	510	1020	1530	510	622	1244	1866
E2	612	792	1173	983	1374	792	792	612	1224	1835	612	612	792	1173	612	792	1585	2377	501	1003	1504	501	612	1224	1835
E3	637	825	1222	1024	1431	825	825	637	1274	1912	637	637	825	1222	637	825	1650	2476	522	1045	1567	522	637	1274	1912
E4	556	720	1066	893	1248	720	720	556	1111	1667	556	556	720	1066	556	720	1439	2159	455	911	1366	455	556	1111	1667
E5	570	738	1093	916	1280	738	738	570	1140	1710	570	570	738	1093	570	738	1476	2214	467	934	1401	467	570	1140	1710
E6	605	783	1160	972	1358	783	783	605	1210	1814	605	605	783	1160	605	783	1566	2350	496	991	1487	496	605	1210	1814
C1	639	828	1226	1027	1436	828	828	639	1279	1918	639	639	828	1226	639	828	1656	2484	524	1048	1572	524	639	1279	1918
C2	636	823	1219	1021	1428	823	823	636	1271	1907	636	636	823	1219	636	823	1646	2470	521	1042	1563	521	636	1271	1907
C3	631	817	1211	1014	1418	817	817	631	1262	1893	631	631	817	1211	631	817	1635	2452	517	1035	1552	517	631	1262	1893
C4	654	847	1254	1051	1469	847	847	654	1308	1962	654	654	847	1254	654	847	1694	2541	536	1072	1608	536	654	1308	1962
C5	583	756	1119	937	1310	756	756	583	1167	1750	583	583	756	1119	583	756	1511	2267	478	957	1435	478	583	1167	1750
C6	556	721	1067	894	1250	721	721	556	1113	1669	556	556	721	1067	556	721	1441	2162	456	912	1368	456	556	1113	1669
C7	598	774	1146	960	1342	774	774	598	1195	1793	598	598	774	1146	598	774	1548	2322	490	980	1470	490	598	1195	1793
C8	724	938	1389	1164	1627	938	938	724	1449	2173	724	724	938	1389	724	938	1876	2814	594	1188	1781	594	724	1449	2173
C9	565	732	1084	908	1269	732	732	565	1130	1695	565	565	732	1084	565	732	1463	2195	463	926	1389	463	565	1130	1695
C10	518	670	993	832	1163	670	670	518	1035	1553	518	518	670	993	518	670	1341	2011	424	849	1273	424	518	1035	1553
C11	710	920	1363	1141	1596	920	920	710	1421	2131	710	710	920	1363	710	920	1840	2760	582	1165	1747	582	710	1421	2131
R1	587	760	1126	943	1318	760	760	587	1174	1761	587	587	760	1126	587	760	1520	2280	481	962	1443	481	587	1174	1761
R2	675	875	1295	1085	1517	875	875	675	1351	2026	675	675	875	1295	675	875	1749	2624	554	1107	1661	554	675	1351	2026
R3	673	871	1290	1081	1511	871	871	673	1345	2018	673	673	871	1290	673	871	1742	2613	551	1103	1654	551	673	1345	2018
R4	633	820	1215	1017	1422	820	820	633	1267	1900	633	633	820	1215	633	820	1640	2461	519	1038	1557	519	633	1267	1900
W1	212	274	406	340	476	274	274	212	424	636	212	212	274	406	212	274	549	823	174	347	521	174	212	424	636
W2	216	279	413	346	484	279	279	216	431	647	216	216	279	413	216	279	558	837	177	353	530	177	216	431	647
W3	259	336	497	416	582	336	336	259	518	777	259	259	336	497	259	336	671	1007	212	425	637	212	259	518	777
W4	228	295	437	366	512	295	295	228	456	683	228	228	295	437	228	295	590	885	187	373	560	187	228	456	683
W5	229	296	439	368	514	296	296	229	458	686	229	229	296	439	229	296	593	889	188	375	563	188	229	458	686
W6	284	368	546	457	639	368	368	284	569	853	284	284	368	546	284	368	737	1105	233	466	699	233	284	569	853
W7	260	337	499	418	584	337	337	260	520	780	260	260	337	499	260	337	673	1010	213	426	639	213	260	520	780
W8	262	340	503	421	589	340	340	262	525	787	262	262	340	503	262	340	680	1019	215	430	645	215	262	525	787
W9	258	334	494	414	579	334	334	258	515	773	258	258	334	494	258	334	667	1001	211	422	633	211	258	515	773

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Table C4 Residential use – water supply trunk infrastructure network for water service

Column 1 Charge Area	Column 2 Water supply trunk infrastructure network charge (\$ per demand unit)																																													
	Residential use under the Planning Regulation Editor's note - See schedule 16, Table 1, column 1 of the Planning Regulation																																													
	Residential uses												Accommodation (long term)												Accommodation (short term)																					
	Caretaker's accommodation			Dual occupancy			Dwelling house		Relocatable Home Park		Rooming Accommodation				Retirement Facility Community Residence				Tourist Park (Caravan Park)			Short-term accommodation				Tourist Park (Camping Ground)																				
	Multiple dwelling						site > 450m2	site < or = 450m2			Other		Student accommodation							Hotel (residential component)			Short-term accommodation (other)																							
	1 bedroom dwelling	2 bedroom dwelling	3 or more bedroom dwelling	1 bedroom dwelling	2 bedroom dwelling	3 or more bedroom dwelling	1 or 2 bedroom dwelling	3 or more bedroom dwelling	1 or 2 bedroom dwelling	3 or more bedroom dwelling	1 or 2 bedroom relocatable dwelling site	3 or more bedroom relocatable dwelling site	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	1 caravan site	2 caravan sites	3 caravan sites	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	Suite with 1 bedroom	Suite with 2 bedrooms	Suite with 3 or more bedrooms	Bedroom that is not within a suite	1 tent site	2 tent sites	3 tent sites								
1	2090	3136	3658	2613	3658	4181	4933	6898	4034	5644	3136	3136	1568	3136	4703	1568	1359	2717	4076	1359	2090	3136	3658	2090	3136	6271	9407	1568	3136	4703	1568	2090	4181	6271	2090	2090	4181	6271								
2	1753	2630	3068	2192	3068	3507	4138	5786	3384	4734	2630	2630	1315	2630	3945	1315	1140	2279	3419	1140	1753	2630	3068	1753	2630	5260	7890	1315	2630	3945	1315	1753	3507	5260	1753	1753	3507	5260								
3	1396	2094	2443	1745	2443	2792	3294	4607	2694	3769	2094	2094	1047	2094	3141	1047	907	1815	2722	907	1396	2094	2443	1396	2094	4188	6282	1047	2094	3141	1047	1396	2792	4188	1396	1396	2792	4188								
4	1620	2430	2835	2025	2835	3240	3824	5347	3127	4375	2430	2430	1215	2430	3645	1215	1053	2106	3159	1053	1620	2430	2835	1620	2430	4861	7291	1215	2430	3645	1215	1620	3240	4861	1620	1620	3240	4861								
5	885	1328	1549	1107	1549	1771	2089	2922	1709	2390	1328	1328	664	1328	1992	664	575	1151	1728	575	885	1328	1549	885	1328	2656	3984	664	1328	1992	664	885	1771	2656	885	885	1771	2656								
6	540	809	944	674	944	1079	1273	1781	1041	1457	809	809	405	809	1214	405	351	701	1052	351	540	809	944	540	809	1619	2428	405	809	1214	405	540	1079	1619	540	540	1079	1619								
7	1499	2248	2623	1873	2623	2997	3537	4946	2892	4046	2248	2248	1124	2248	3372	1124	974	1948	2922	974	1499	2248	2623	1499	2248	4496	6744	1124	2248	3372	1124	1499	2997	4496	1499	1499	2997	4496								
8	979	1469	1714	1224	1714	1959	2311	3232	1890	2644	1469	1469	735	1469	2204	735	637	1273	1910	637	979	1469	1714	979	1469	2938	4407	735	1469	2204	735	979	1959	2938	979	979	1959	2938								
9	890	1334	1557	1112	1557	1779	2100	2936	1717	2402	1334	1334	667	1334	2002	667	578	1157	1735	578	890	1334	1557	890	1334	2669	4005	667	1334	2002	667	890	1779	2669	890	890	1779	2669								
10	1649	2474	2886	2061	2886	3298	3892	5442	3183	4453	2474	2474	1237	2474	3711	1237	1072	2144	3216	1072	1649	2474	2886	1649	2474	4947	7421	1237	2474	3711	1237	1649	3298	4947	1649	1649	3298	4947								
11	1259	1888	2202	1573	2202	2517	2970	4153	2429	3398	1888	1888	944	1888	2832	944	818	1636	2454	818	1259	1888	2202	1259	1888	3776	5663	944	1888	2832	944	1259	2517	3776	1259	1259	2517	3776								
12	761	1141	1332	951	1332	1522	1796	2511	1469	2054	1141	1141	571	1141	1712	571	495	989	1484	495	761	1141	1332	761	1141	2283	3424	571	1141	1712	571	761	1522	2283	761	761	1522	2283								
13	2572	3858	4501	3215	4501	5144	6070	8488	4964	6945	3858	3858	1929	3858	5787	1929	1672	3344	5016	1672	2572	3858	4501	2572	3858	7716	11574	1929	3858	5787	1929	2572	5144	7716	2572	2572	5144	7716								
14	1733	2600	3033	2166	3033	3466	4090	5719	3345	4679	2600	2600	1300	2600	3899	1300	1126	2253	3379	1126	1733	2600	3033	1733	2600	5199	7799	1300	2600	3899	1300	1733	3466	5199	1733	1733	3466	5199								
15	1593	2389	2787	1991	2787	3185	3759	5256	3074	4300	2389	2389	1195	2389	3584	1195	1035	2071	3106	1035	1593	2389	2787	1593	2389	4778	7167	1195	2389	3584	1195	1593	3185	4778	1593	1593	3185	4778								
16	3253	4880	5699	4067	5699	6507	7678	10796	6279	8784	4880	4880	2440	4880	7320	2440	2115	4229	6344	2115	3253	4880	5699	3253	4880	9760	14640	2440	4880	7320	2440	3253	6507	9760	3253	3253	6507	9760								
17	2915	4372	5101	3644	5101	5835	6879	9619	5626	7870	4372	4372	2186	4372	6559	2186	1895	3789	5684	1895	2915	4372	5101	2915	4372	8745	13117	2186	4372	6559	2186	2915	5835	8745	2915	2915	5835	8745								
18	2832	4249	4957	3541	4957	5665	6685	9347	5467	7648	4249	4249	2124	4249	6373	2124	1841	3682	5523	1841	2832	4249	4957	2832	4249	8497	12746	2124	4249	6373	2124	2832	5665	8497	2832	2832	5665	8497								
19	6702	10053	11729	8378	11729	13404	15817	22117	12935	18096	10053	10053	5027	10053	15080	5027	4356	8713	13069	4356	6702	10053	11729	6702	10053	20106	30159	5027	10053	15080	5027	6702	13404	20106	6702	6702	13404	20106								
20	1807	2710	3162	2259	3162	3614	4264	5962	3467	4878	2710	2710	1355	2710	4065	1355	1174	2348	3523	1174	1807	2710	3162	1807	2710	5420	8131	1355	2710	4065	1355	1807	3614	5420	1807	1807	3614	5420								
21	1406	2109	2461	1758	2461	2812	3318	4640	2714	3796	2109	2109	1055	2109	3164	1055	914	1828	2742	914	1406	2109	2461	1406	2109	4218	6327	1055	2109	3164	1055	1406	2812	4218	1406	1406	2812	4218								
22	1894	2840	3314	2367	3314	3787	4469	6249	3655	5113	2840	2840	1420	2840	4261	1420	1231	2462	3693	1231	1894	2840	3314	1894	2840	5681	8521	1420	2840	4261	1420	1894	3787	5681	1894	1894	3787	5681								
23	1664	2495	2911	2079	2911	3327	3926	5400	3211	4492	2495	2495	1248	2495	3743	1248	1081	2163	3244	1081	1664	2495	2911	1664	2495	4991	7486	1248	2495	3743	1248	1664	3327	4991	1664	1664	3327	4991								
24	577	866	1010	721	1010	1154	1362	1905	1114	1558	866	866	433	866	1299	433	375	750	1126	375	577	866	1010	577	866	1732	2597	433	866	1299	433	577	1154	1732	577	577	1154	1732								
25	1402	2103	2453	1752	2453	2804	3308	4626	2705	3785	2103	2103	1051	2103	3154	1051	911	1822	2733	911	1402	2103	2453	1402	2103	4205	6308	1051	2103	3154	1051	1402	2804	4205	1402	1402	2804	4205								
26	1487	2231	2602	1899	2602	2974	3510	4907	2870	4015	2231	2231	1115	2231	3346	1115	967	1933	2900	967	1487	2231	2602	1487	2231	4461	6692	1115	2231	3346	1115	1487	2974	4461	1487	1487	2974	4461								
27	1598	2398	2797	1998	2797	3197	3772	5275	3085	4316	2398	2398	1199	2398	3597	1199	1039	2078	3117	1039	1598	2398	2797	1598	2398	4795	7193	1199	2398	3597	1199	1598	3197	4795	1598	1598	3197	4795								
28	976	1465	1709	1221	1709	1953	2304	3222	1885	2636	1465	1465	732	1465	2197	732	635	1269	1904	635	976	1465	1709	976	1465	2929	4194	732	1465	2197	732	976	1953	2929	976	976	1953	2929								
29	869	1304	1521	1087	1521	1739	2052	2869	1678	2347	1304	1304	652	1304	1956	652	565	1130	1695	565	869	1304	1521	869	1304	2608	3912	652	1304	1956	652	869	1739	2608	869	869	1739	2608								
30	1380	2070	2415	1725	2415	2760	3257	4554	2664	3726	2070	2070	1035	2070	3105	1035	897	1794	2691	897	1380	2070	2415	1380	2070	4140	6210	1035	2070	3105	1035	1380	2760	4140	1380	1380	2760	4140								
31	265	397	463	331	463	529	625	874	511	715	397	397	199	397	587	199	172	344	516	172	265	397	463	265	397	794	1191	397	397	587	199	265	529	794	265	265	529	794								
32	1259	1888	2202	1573	2202	2517	2970	4153	2429	3398	1888	1888	944	1888	2832	944	818	1636	2454	818	1259	1888	2202	1259	1888	3776	5663	944	1888	2832	944	1259	2517	3776	1259	1259	2517	3776								
33	645	968	1129	806	1129	1290	1523	2129	1245	1742	968	968	484	968	1452	484	419	839	1258	419	645	968	1129	645	968	1936	2903	484	968	1452	484	645	1290	1936	645	645	12									

[illegible]

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Ipswich City Council
Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021

Table D1 Non-residential use – transport trunk infrastructure network

Column 1 Charge area	Column 2 Transport trunk infrastructure network charge (\$ per demand unit)																																				
	Non-residential use under the Planning Regulation																																				
	Editor's note - see schedule 36, Table 1, column 1 of the Planning Regulation																																				
	Places of Assembly	Commercial (bulk goods)				Commercial (retail)				Commercial (office)				Educational facility	Entertainment				Indoor sport & recreation	Other industry				High impact industry or special	Low impact rural	High impact rural				Essential services				Other uses			
Club	Function facility	Agric. Supplies store	Bulk landscape supplies	Showroom	Adult Shop	Service station	Shopping Centre (20,000m2 < 30,000m2 GFA)	Shopping Centre (30,000m2 < 40,000m2 GFA)	Shopping Centre (40,000m2 < 50,000m2 GFA)	Food & drink outlet	Service industry	Office	Sales office	Childcare centre	Hotel	Theatre	Indoor sport & recreation	Low impact industry	Research & tech. ind.	Warehouse	High impact industry	Animal husbandry	Cultivating, in a confined area, aquatic animals or plants for sale	Winery	Correctional facility	Health care service	Emergency services	Crematorium	Major sport, recreation and entertainment facility	Air service, Animal keeping, Car park	Any other use not listed, including a use that is unknown	Advertising device, Cemetery, Home-based business					
Community use		Garden Centre				Shop				Fast Food Premises	Other			Community care centre								Special industry	Cropping	Intensive animal ind. & horticulture		Hospital	Veterinary service			Outdoorsport and recreation	Motor sport facility, Non-resident accommodation		Landing, Market, Roadside stall				
Funeral parlour		H/ware & trade supplies				Shopping Centre (<30,000m2 GFA)								Educational establishment other than an educational establishment for the Flying Start for Queensland Children program																		Telecommunications facility, Park					
Place of worship		Outdoor sales																Rural industry					Permanent plantation	Wholesale nursery		Residential care facility					Port service, Tourist attraction	Temporary use, Outdoor lighting					
	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA	n/a					
1	98.29	126.91	126.91	44.85	89.76	126.91	222.31	98.29	89.76	68.70	222.31	177.49	44.85	98.29	126.91	98.29	222.31	126.91	44.85	98.29	21.95	44.85	0.00	44.85	62.02	98.29	44.85	98.29	126.91	126.91	The maximum adopted charge under the Planning Regulation	The maximum adopted charge under the Planning Regulation	The maximum adopted charge under the Planning Regulation	n/a			
2	82.67	205.75	205.75	77.72	75.45	105.75	287.01	82.67	75.45	57.79	187.01	140.28	37.72	82.67	108.75	82.67	205.75	27.72	82.67	18.46	205.75	0.00	27.72	52.17	82.67	27.72	82.67	205.75	205.75	under the Planning Regulation	under the Planning Regulation	under the Planning Regulation	under the Planning Regulation				
3	97.28	125.62	125.62	44.34	88.78	125.62	220.07	97.28	88.78	68.00	220.07	175.67	44.34	97.28	125.62	97.28	220.07	125.62	44.34	97.28	21.72	44.34	0.00	44.34	63.39	97.28	44.34	97.28	125.62	125.62	and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use.	and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use.	and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use.	and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use.			
4	94.99	122.66	122.66	43.34	86.69	122.66	214.88	94.99	86.69	66.40	214.88	171.54	43.34	94.99	122.66	94.99	214.88	122.66	43.34	94.99	21.21	43.34	0.00	43.34	59.95	94.99	43.34	94.99	122.66	122.66	this resolution are those which are applicable to the use that the local government decides should apply for the use.	this resolution are those which are applicable to the use that the local government decides should apply for the use.	this resolution are those which are applicable to the use that the local government decides should apply for the use.	this resolution are those which are applicable to the use that the local government decides should apply for the use.			
5	134.30	173.16	173.16	61.39	122.39	173.16	303.36	134.30	122.39	93.74	303.36	242.17	61.39	134.30	173.16	134.30	303.36	173.16	61.39	134.30	29.95	61.39	0.00	61.39	84.63	134.30	61.39	134.30	173.16	173.16	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
6	139.83	180.56	180.56	63.81	127.62	180.56	316.32	139.83	127.62	97.75	316.32	252.52	63.81	139.83	180.56	139.83	316.32	180.56	63.81	139.83	31.25	63.81	0.00	63.81	88.25	139.83	63.81	139.83	180.56	180.56	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
7	155.76	149.46	149.46	52.82	105.65	149.46	261.88	155.76	105.65	80.92	261.88	200.05	52.82	155.76	149.46	155.76	261.88	149.46	52.82	155.76	25.65	52.82	0.00	52.82	71.06	155.76	52.82	155.76	149.46	149.46	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
8	40.12	51.80	51.80	18.31	36.61	51.80	90.75	40.12	36.61	28.04	90.75	72.44	18.31	40.12	51.80	40.12	90.75	51.80	18.31	40.12	8.96	18.31	0.00	18.31	25.32	40.12	18.31	40.12	51.80	51.80	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
9	78.51	101.18	101.18	35.83	71.65	101.18	177.61	78.51	71.65	54.88	177.61	141.78	35.83	78.51	101.18	78.51	177.61	101.18	35.83	78.51	17.53	35.83	0.00	35.83	49.55	78.51	35.83	78.51	101.18	101.18	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
10	309.60	141.53	141.53	50.05	300.03	141.53	247.94	309.60	300.03	76.62	247.94	197.93	50.05	309.60	141.53	109.60	247.94	141.53	50.05	309.60	24.47	50.05	0.00	50.05	69.17	109.60	50.05	109.60	141.53	141.53	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
11	96.71	124.88	124.88	44.13	88.26	124.88	218.77	96.71	88.26	67.60	218.77	174.64	44.13	96.71	124.88	96.71	218.77	124.88	44.13	96.71	21.60	44.13	0.00	44.13	61.03	96.71	44.13	96.71	124.88	124.88	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
12	136.11	175.75	175.75	62.11	124.22	175.75	307.90	136.11	124.22	95.34	307.90	246.79	62.11	136.11	175.75	136.11	307.90	175.75	62.11	136.11	30.39	62.11	0.00	62.11	85.89	136.11	62.11	136.11	175.75	175.75	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
13	138.12	178.34	178.34	63.02	126.05	178.34	312.44	138.12	126.05	96.55	312.44	249.41	63.02	138.12	178.34	138.12	312.44	178.34	63.02	138.12	30.84	63.02	0.00	63.02	87.16	138.12	63.02	138.12	178.34	178.34	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
14	137.40	177.42	177.42	62.70	125.39	177.42	310.81	137.40	125.39	96.05	310.81	248.12	62.70	137.40	177.42	137.40	310.81	177.42	62.70	137.40	30.69	62.70	0.00	62.70	86.71	137.40	62.70	137.40	177.42	177.42	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
15	83.38	107.67	107.67	38.05	76.25	107.67	188.63	83.38	76.25	58.29	188.63	150.58	38.05	83.38	107.67	83.38	188.63	107.67	38.05	83.38	18.62	38.05	0.00	38.05	52.62	83.38	38.05	83.38	107.67	107.67	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
16	102.87	132.83	132.83	46.94	93.88	132.83	232.71	102.87	93.88	71.91	232.71	185.77	46.94	102.87	132.83	102.87	232.71	132.83	46.94	102.87	22.07	46.94	0.00	46.94	64.92	102.87	46.94	102.87	132.83	132.83	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
17	182.53	235.69	235.69	83.29	166.58	235.69	412.91	182.53	166.58	127.99	412.91	329.62	83.29	182.53	235.69	182.53	412.91	235.69	83.29	182.53	40.76	83.29	0.00	83.29	115.19	182.53	83.29	182.53	235.69	235.69	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
18	137.26	177.23	177.23	62.63	125.26	177.23	310.49	137.26	125.26	95.95	310.49	247.86	62.63	137.26	177.23	137.26	310.49	177.23	62.63	137.26	30.65	62.63	0.00	62.63	86.62	137.26	62.63	137.26	177.23	177.23	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
19	107.83	142.54	142.54	44.90	89.79	142.54	261.88	107.83	89.79	68.13	261.88	200.05	44.90	107.83	142.54	107.83	261.88	142.54	44.90	107.83	24.54	44.90	0.00	44.90	55.05	107.83	44.90	107.83	142.54	142.54	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
20	130.64	155.77	155.77	55.05	110.09	155.77	272.89	130.64	110.09	84.33	272.89	217.85	55.05	130.64	155.77	130.64	272.89	155.77	55.05	130.64	26.94	55.05	0.00	55.05	76.13	130.64	55.05	130.64	155.77	155.77	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
21	155.82	175.38	175.38	61.98	123.95	175.38	307.25	155.82	123.95	94.94	307.25	246.27	61.98	155.82	175.38	155.82	307.25	175.38	61.98	155.82	30.33	61.98	0.00	61.98	85.71	155.82	61.98	155.82	175.38	175.38	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
22	183.10	236.43	236.43	83.55	167.10	236.43	414.20	183.10	167.10	127.99	414.20	330.65	83.55	183.10	236.43	183.10	414.20	236.43	83.55	183.10	40.89	83.55	0.00	83.55	115.55	183.10	83.55	183.10	236.43	236.43	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
23	101.15	130.61	130.61	46.16	92.31	130.61	228.82	101.15	92.31	70.71	228.82	182.66	46.16	101.15	130.61	101.15	228.82	130.61	46.16	101.15	22.59	46.16	0.00	46.16	63.83	101.15	46.16	101.15	130.61	130.61	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.	are applicable to the use that the local government decides should apply for the use.			
24	85.82	110.82	110.82	3																																	

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Ipswich City Council
Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021

Table D2 Non-residential use – water supply trunk infrastructure network for water service

Column 1	Column 2 Watersupply trunk infrastructure network charge (\$ per demand unit)																													
Charge area	Non-residential use under the Planning Regulation Editor's note - see schedule 16, Table 1, column 1 of the Planning Regulation																													
	Places of Assembly		Commercial (bulk goods)			Commercial (retail)			Commercial (office)	Educational facility			Entertainment		Indoorsport & recreation	Other industry			High impact industry or special industry	Low impact rural	High impact rural	Essential services			Other uses			Minor uses		
	Club	Function facility	Agric. Supplies store	Bulk landscape supplies	Outdoor sales	Adult Store	Food & drink outlet	Service Industry	Office	Childcare centre	Educational establishment other than an educational establishment for the Flying Start for Queensland Children program		Hotel	Theatre	Indoorsport & recreation	Low impact industry	Research & tech. ind.	Warehouse	High impact industry	Animal husbandry	Cultivating, in a confined area, aquatic animals or plants for sale	Correctional facility	Emergency services	Health care service	Crematorium	Major sport, recreation and entertainment facility	Air service, Animal keeping, Car park	Any other use not listed, including a use that is unknown	Advertising device, Cemetery, Home-based business	
Community use			Garden Centre			Shop	Fast Food Premises	Other		Sales office	Community care centre	Primary school	Other	Nightclub entertainment facility		Medium impact industry			Special Industry	Cropping	Intensive animal ind. & horticulture	Hospital	Veterinary service		Outdoor sport and recreation	Motor sport facility, Non-resident accommodation				
Funeral parlour			Hware & trade supplies			Shopping Centre										Rural industry				Permanent plantation	Wholesale nursery	Residential care facility					Port service, Tourist attraction	Telecommunications facility, Park		
Place of worship			Showroom			Service Station										Marine industry				Wind farm	Winery					Utility installation, Extractive industry		Temporary use, Outdoor lighting		
	Demand unit																													
	m ² of GFA	m ² of GFA				m ² of GFA				m ² of GFA	m ² of GFA				m ² of GFA		m ² of GFA		m ² of GFA	m ² of GFA	m ² of GFA	m ² of GFA				m ² of GFA				n/a
1	12.54	37.63	31.36	6.27	12.54	31.36	188.13	100.34	18.81	31.36	24.46	24.46	40.76	37.63	12.54	12.54	18.81	31.36	6.27	18.81	0.00	0.00	13.80	18.81	31.36	31.36	12.54	The maximum adopted charge under the Planning Regulation and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use.	The maximum adopted charge under the Planning Regulation and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use.	The maximum adopted charge under the Planning Regulation and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use.
2	10.52	31.55	26.29	5.26	10.52	26.29	157.75	84.13	15.78	26.29	20.51	20.51	34.18	31.55	10.52	10.52	15.78	26.29	5.26	15.78	0.00	0.00	11.57	15.78	26.29	26.29	10.52			
3	8.38	25.13	20.94	4.19	8.38	20.94	125.64	67.01	12.56	20.94	16.33	16.33	27.22	25.13	8.38	8.38	12.56	20.94	4.19	12.56	0.00	0.00	9.21	12.56	20.94	20.94	8.38			
4	9.72	29.16	24.30	4.86	9.72	24.30	145.82	77.77	14.58	24.30	18.96	18.96	31.59	29.16	9.72	9.72	14.58	24.30	4.86	14.58	0.00	0.00	10.69	14.58	24.30	24.30	9.72			
5	5.31	15.93	13.27	2.65	5.31	13.27	79.64	42.47	7.96	13.27	10.35	10.35	17.25	15.93	5.31	5.31	7.96	13.27	2.65	7.96	0.00	0.00	5.84	7.96	13.27	13.27	5.31			
6	3.24	9.72	8.10	1.62	3.24	8.10	48.61	25.92	4.86	8.10	6.32	6.32	10.53	9.72	3.24	3.24	4.86	8.10	1.62	4.86	0.00	0.00	3.56	4.86	8.10	8.10	3.24			
7	8.99	26.97	22.48	4.50	8.99	22.48	134.86	71.92	13.49	22.48	17.53	17.53	29.22	26.97	8.99	8.99	13.49	22.48	4.50	13.49	0.00	0.00	9.89	13.49	22.48	22.48	8.99			
8	5.88	17.64	14.70	2.94	5.88	14.70	88.21	47.04	8.82	14.70	11.47	11.47	19.11	17.64	5.88	5.88	8.82	14.70	2.94	8.82	0.00	0.00	6.47	8.82	14.70	14.70	5.88			
9	5.35	16.04	13.36	2.67	5.35	13.36	80.18	42.76	8.02	13.36	10.42	10.42	17.37	16.04	5.35	5.35	8.02	13.36	2.67	8.02	0.00	0.00	5.88	8.02	13.36	13.36	5.35			
10	9.89	29.66	24.72	4.94	9.89	24.72	148.31	79.10	14.83	24.72	19.28	19.28	32.13	29.66	9.89	9.89	14.83	24.72	4.94	14.83	0.00	0.00	10.88	14.83	24.72	24.72	9.89			
11	7.55	22.65	18.88	3.78	7.55	18.88	113.27	60.41	11.33	18.88	14.72	14.72	24.54	22.65	7.55	7.55	11.33	18.88	3.78	11.33	0.00	0.00	8.31	11.33	18.88	18.88	7.55			
12	4.56	13.69	11.41	2.28	4.56	11.41	68.46	36.51	6.85	11.41	8.90	8.90	14.83	13.69	4.56	4.56	6.85	11.41	2.28	6.85	0.00	0.00	5.02	6.85	11.41	11.41	4.56			
13	15.43	46.28	38.57	7.71	15.43	38.57	231.42	123.42	23.14	38.57	30.08	30.08	50.14	46.28	15.43	15.43	23.14	38.57	7.71	23.14	0.00	0.00	16.97	23.14	38.57	38.57	15.43			
14	10.40	31.20	26.00	5.20	10.40	26.00	156.02	83.21	15.60	26.00	20.28	20.28	33.80	31.20	10.40	10.40	15.60	26.00	5.20	15.60	0.00	0.00	11.44	15.60	26.00	26.00	10.40			
15	9.55	28.66	23.89	4.78	9.55	23.89	143.32	76.44	14.33	23.89	18.63	18.63	31.05	28.66	9.55	9.55	14.33	23.89	4.78	14.33	0.00	0.00	10.51	14.33	23.89	23.89	9.55			
16	19.52	58.57	48.80	9.76	19.52	48.80	292.83	156.17	29.28	48.80	38.07	38.07	63.45	58.57	19.52	19.52	29.28	48.80	9.76	29.28	0.00	0.00	21.47	29.28	48.80	48.80	19.52			
17	17.49	52.47	43.72	8.74	17.49	43.72	262.34	139.92	26.23	43.72	34.10	34.10	56.84	52.47	17.49	17.49	26.23	43.72	8.74	26.23	0.00	0.00	19.24	26.23	43.72	43.72	17.49			
18	17.00	50.99	42.49	8.50	17.00	42.49	254.96	135.98	25.50	42.49	33.15	33.15	55.24	50.99	17.00	17.00	25.50	42.49	8.50	25.50	0.00	0.00	18.70	25.50	42.49	42.49	17.00			
19	40.22	120.65	100.54	20.11	40.22	100.54	603.23	321.72	60.32	100.54	78.42	78.42	130.70	120.65	40.22	40.22	60.32	100.54	20.11	60.32	0.00	0.00	44.24	60.32	100.54	100.54	40.22			
20	10.84	32.51	27.09	5.42	10.84	27.09	162.53	86.68	16.25	27.09	21.13	21.13	35.21	32.51	10.84	10.84	16.25	27.09	5.42	16.25	0.00	0.00	11.92	16.25	27.09	27.09	10.84			
21	8.43	25.30	21.08	4.22	8.43	21.08	126.51	67.47	12.65	21.08	16.45	16.45	27.41	25.30	8.43	8.43	12.65	21.08	4.22	12.65	0.00	0.00	9.28	12.65	21.08	21.08	8.43			
22	11.36	34.09	28.41	5.68	11.36	28.41	170.45	90.90	17.04	28.41	22.16	22.16	36.93	34.09	11.36	11.36	17.04	28.41	5.68	17.04	0.00	0.00	12.50	17.04	28.41	28.41	11.36			
23	9.98	29.94	24.95	4.99	9.98	24.95	149.72	79.85	14.97	24.95	19.46	19.46	32.44	29.94	9.98	9.98	14.97	24.95	4.99	14.97	0.00	0.00	10.98	14.97	24.95	24.95	9.98			
24	3.46	10.39	8.66	1.73	3.46	8.66	51.97	27.72	5.20	8.66	6.76	6.76	11.26	10.39	3.46	3.46	5.20	8.66	1.73	5.20	0.00	0.00	3.81	5.20	8.66	8.66	3.46			
25	8.41	25.24	21.03	4.21	8.41	21.03	126.18	67.30	12.62	21.03	16.40	16.40	27.34	25.24	8.41	8.41	12.62	21.03	4.21	12.62	0.00	0.00	9.25	12.62	21.03	21.03	8.41			
26	8.92	26.75	22.30	4.46	8.92	22.30	133.77	71.35	13.38	22.30	17.39	17.39	28.98	26.75	8.92	8.92	13.38	22.30	4.46	13.38	0.00	0.00	9.81	13.38	22.30	22.30	8.92			
27	9.59	28.77	23.98	4.80	9.59	23.98	143.86	76.73	14.39	23.98	18.70	18.70	31.17	28.77	9.59	9.59	14.39	23.98	4.80	14.39	0.00	0.00	10.55	14.39	23.98	23.98	9.59			
28	5.86	17.58	14.65	2.93	5.86	14.65	87.88	46.87	8.79	14.65	11.42	11.42	19.04	17.58	5.86	5.86	8.79	14.65	2.93	8.79	0.00	0.00	6.44	8.79	14.65	14.65	5.86			
29	5.21	15.64	13.04	2.61	5.21	13.04	78.22	41.72	7.82	13.04	10.17	10.17	16.95	15.64	5.21	5.21	7.82	13.04	2.61	7.82	0.00	0.00	5.74	7.82	13.04	13.04	5.21			
30	8.28	24.85	20.70	4.14	8.28	20.70	124.23	66.25	12.42	20.70	16.15	16.15	26.92	24.85	8.28	8.28	12.42	20.70	4.14	12.42	0.00	0.00	9.11	12.42	20.70	20.70	8.28			
31	1.59	4.77	3.98	0.80	1.59	3.98	23.87	12.73	2.39	3.98	3.10	3.10	5.17	4.77	1.59	1.59	2.39	3.98	0.80	2.39	0.00	0.00	1.75	2.39	3.98	3.98	1.59			
32	7.55	22.65	18.88	3.78	7.55	18.88	113.27	60.41	11.33	18.88	14.72	14.72	24.54	22.65	7.55	7.55	11.33	18.88	3.78	11.33	0.00	0.00	8.31	11.33	18.88	18.88	7.55			
33	3.87	11.61	9.67	1.93	3.87	9.67	58.04	30.96	5.80	9.67	7.55	7.55	12.58	11.61	3.87	3.87	5.80	9.67	1.93	5.80	0.00	0.00	4.26	5.80	9.67	9.67	3.87			
34	45.29	135.86	113.21	22.64	45.29	113.21	679.29	362.29	67.93	113.21	88.31	88.31	147.18	135.86	45.29	45.29	67.93	113.21	22.64	67.93	0.00	0.00	49.81	67.93	113.21	113.21	45.29			

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Ipswich Adopted Infrastructure Charges Resolution (No. 1) 2021

Table D3 Non-residential use – sewerage trunk infrastructure network for wastewater service

Column 1 Charge area	Column 2 Sewerage trunk infrastructure network charge (\$ per demand unit)																													
	Non-residential use under the Planning Regulation Editor's note - see schedule 16, Table 1, column 1 of the Planning Regulation																													
	Places of Assembly		Commercial (bulk goods)			Commercial (retail)			Commercial (office)	Educational facility		Entertainment		Indoorsport & recreation	Other industry			High impact industry or special industry	Low impact rural	High impact rural	Essential services			Other uses			Minor uses			
	Club	Function facility	Agric. Supplies store	Bulk landscape supplies	Outdoor sales	Adult Store	Food & drink outlet	Service Industry	Office	Childcare centre	Educational establishment other than an educational establishment for the Flying Start for Queensland Children program	Hotel	Theatre	Indoorsport & recreation	Low impact industry	Research & tech. ind.	Warehouse	High impact industry	Animal husbandry	Cultivating, in a confined area, aquatic animals or plants for sale	Intensive animal ind. & horticulture	Hospital	Veterinary service	Crematorium	Major sport, recreation and entertainment facility	Air service, Animal keeping, Car park	Any other use not listed, including a use that is unknown	Advertising device, Cemetery, Home-based business		
Community use		Garden Centre			Shop	Fast Food Premises	Other	Sales office	Community care centre	Primary school	Other	Nightclub entertainment facility			Medium impact industry			Special Industry	Cropping	Wholesale nursery	Residential care facility				Outdoorsport and recreation	Motorsport facility, Non-resident accommodation		Landing, Market, Roadside stall		
Funeral parlour		Hardware & trade supplies			Shopping Centre										Rural industry				Permanent plantation	Wholesale nursery	Residential care facility						Portservice, Tourist attraction	Telecommunications facility, Park		
Place of worship		Showroom			Service Station										Marine industry				Wind farm	Winery						Utility installation, Extractive industry	Temporary use, Outdoor lighting			
Demand unit																														
	m ² of GFA	m ² of GFA			m ² of GFA			m ² of GFA		m ² of GFA			m ² of GFA	m ² of GFA		m ² of GFA		m ² of GFA		m ² of GFA		m ² of GFA		m ² of GFA		m ² of GFA	n/a			
1	14.85	44.55	37.12	7.42	14.85	37.12	222.74	118.79	22.27	37.12	28.96	28.96	48.26	44.55	14.85	14.85	22.27	37.12	7.42	22.27	0.00	0.00	16.33	22.27	37.12	37.12	14.85	The maximum adopted charge under the Planning Regulation and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use. Editor's note - see schedule 16, Table 1, column 2 of the Planning Regulation	The maximum adopted charge under the Planning Regulation and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use. Editor's note - see schedule 16, Table 1, column 2 of the Planning Regulation	The maximum adopted charge under the Planning Regulation and adopted charges under this resolution are those which are applicable to the use that the local government decides should apply for the use. Editor's note - see schedule 16, Table 1, column 2 of the Planning Regulation
2	14.21	42.62	35.51	7.10	14.21	35.51	213.08	113.64	21.51	35.51	27.70	27.70	46.17	42.62	14.21	14.21	21.51	35.51	7.10	21.51	0.00	0.00	15.83	21.51	35.51	35.51	14.21			
3	15.10	45.31	37.76	7.55	15.10	37.76	226.54	120.82	22.65	37.76	29.45	29.45	49.08	45.31	15.10	15.10	22.65	37.76	7.55	22.65	0.00	0.00	16.61	22.65	37.76	37.76	15.10			
4	10.89	32.68	27.23	5.45	10.89	27.23	163.39	87.14	16.34	27.23	21.24	21.24	35.40	32.68	10.89	10.89	16.34	27.23	5.45	16.34	0.00	0.00	11.98	16.34	27.23	27.23	10.89			
5	14.71	44.14	36.78	7.36	14.71	36.78	220.68	117.70	22.07	36.78	28.69	28.69	47.81	44.14	14.71	14.71	22.07	36.78	7.36	22.07	0.00	0.00	16.18	22.07	36.78	36.78	14.71			
6	23.01	69.02	57.52	11.50	23.01	57.52	345.12	184.07	34.51	57.52	44.87	44.87	74.78	69.02	23.01	23.01	34.51	57.52	11.50	34.51	0.00	0.00	25.31	34.51	57.52	57.52	23.01			
7	8.75	26.26	21.88	4.38	8.75	21.88	131.28	70.02	13.13	21.88	17.07	17.07	28.44	26.26	8.75	8.75	13.13	21.88	4.38	13.13	0.00	0.00	9.63	13.13	21.88	21.88	8.75			
8	40.86	122.58	102.15	20.43	40.86	102.15	612.89	326.87	61.29	102.15	79.68	79.68	132.79	122.58	40.86	40.86	61.29	102.15	20.43	61.29	0.00	0.00	44.95	61.29	102.15	102.15	40.86			
9	11.23	33.68	28.06	5.61	11.23	28.06	168.38	89.80	16.84	28.06	21.89	21.89	36.46	33.68	11.23	11.23	16.84	28.06	5.61	16.84	0.00	0.00	12.35	16.84	28.06	28.06	11.23			
10	12.76	38.28	31.90	6.38	12.76	31.90	191.39	102.07	19.14	31.90	24.88	24.88	41.47	38.28	12.76	12.76	19.14	31.90	6.38	19.14	0.00	0.00	14.03	19.14	31.90	31.90	12.76			
11	29.31	87.92	73.27	14.65	29.31	73.27	439.62	234.46	43.96	73.27	57.15	57.15	95.25	87.92	29.31	29.31	43.96	73.27	14.65	43.96	0.00	0.00	32.24	43.96	73.27	73.27	29.31			
12	35.10	105.31	87.75	17.55	35.10	87.75	526.53	280.81	52.65	87.75	68.45	68.45	114.08	105.31	35.10	35.10	52.65	87.75	17.55	52.65	0.00	0.00	38.61	52.65	87.75	87.75	35.10			
13	13.53	40.60	33.83	6.77	13.53	33.83	202.99	108.26	20.30	33.83	26.39	26.39	43.98	40.60	13.53	13.53	20.30	33.83	6.77	20.30	0.00	0.00	14.89	20.30	33.83	33.83	13.53			
14	16.98	50.95	42.46	8.49	16.98	42.46	254.75	135.86	25.47	42.46	33.12	33.12	55.20	50.95	16.98	16.98	25.47	42.46	8.49	25.47	0.00	0.00	18.68	25.47	42.46	42.46	16.98			
15	11.50	34.50	28.75	5.75	11.50	28.75	172.51	92.00	17.25	28.75	22.43	22.43	37.38	34.50	11.50	11.50	17.25	28.75	5.75	17.25	0.00	0.00	12.65	17.25	28.75	28.75	11.50			
16	11.05	33.16	27.63	5.53	11.05	27.63	165.78	88.42	16.58	27.63	21.55	21.55	35.92	33.16	11.05	11.05	16.58	27.63	5.53	16.58	0.00	0.00	12.16	16.58	27.63	27.63	11.05			
17	15.41	46.22	38.52	7.70	15.41	38.52	231.09	123.25	23.11	38.52	30.04	30.04	50.07	46.22	15.41	15.41	23.11	38.52	7.70	23.11	0.00	0.00	16.95	23.11	38.52	38.52	15.41			
18	17.96	53.88	44.90	8.98	17.96	44.90	269.39	143.68	26.94	44.90	35.02	35.02	58.37	53.88	17.96	17.96	26.94	44.90	8.98	26.94	0.00	0.00	19.76	26.94	44.90	44.90	17.96			
19	12.35	37.04	30.87	6.17	12.35	30.87	185.20	98.77	18.52	30.87	24.08	24.08	40.13	37.04	12.35	12.35	18.52	30.87	6.17	18.52	0.00	0.00	13.58	18.52	30.87	30.87	12.35			
20	43.01	129.04	107.54	21.51	43.01	107.54	645.22	344.12	64.52	107.54	83.88	83.88	139.80	129.04	43.01	43.01	64.52	107.54	21.51	64.52	0.00	0.00	47.32	64.52	107.54	107.54	43.01			
21	31.93	95.80	79.83	15.97	31.93	79.83	479.01	255.47	47.90	79.83	62.27	62.27	103.78	95.80	31.93	31.93	47.90	79.83	15.97	47.90	0.00	0.00	35.13	47.90	79.83	79.83	31.93			
22	33.20	99.60	83.00	16.60	33.20	83.00	497.99	265.60	49.80	83.00	64.74	64.74	107.90	99.60	33.20	33.20	49.80	83.00	16.60	49.80	0.00	0.00	36.52	49.80	83.00	83.00	33.20			
23	7.61	22.83	19.02	3.80	7.61	19.02	114.14	60.87	11.41	19.02	14.84	14.84	24.73	22.83	7.61	7.61	11.41	19.02	3.80	11.41	0.00	0.00	8.37	11.41	19.02	19.02	7.61			
24	10.34	31.03	25.86	5.17	10.34	25.86	155.15	82.75	15.51	25.86	20.17	20.17	33.62	31.03	10.34	10.34	15.51	25.86	5.17	15.51	0.00	0.00	11.38	15.51	25.86	25.86	10.34			
25	8.74	26.21	21.84	4.37	8.74	21.84	131.06	69.90	13.11	21.84	17.04	17.04	28.40	26.21	8.74	8.74	13.11	21.84	4.37	13.11	0.00	0.00	9.61	13.11	21.84	21.84	8.74			
26	11.15	33.46	27.88	5.58	11.15	27.88	167.30	89.23	16.73	27.88	21.75	21.75	36.25	33.46	11.15	11.15	16.73	27.88	5.58	16.73	0.00	0.00	12.27	16.73	27.88	27.88	11.15			
27	19.16	57.48	47.90	9.58	19.16	47.90	287.40	153.28	28.74	47.90	37.36	37.36	62.27	57.48	19.16	19.16	28.74	47.90	9.58	28.74	0.00	0.00	21.08	28.74	47.90	47.90	19.16			
28	11.98	35.93	29.94	5.99	11.98	29.94	179.67	95.82	17.97	29.94	23.36	23.36	38.93	35.93	11.98	11.98	17.97	29.94	5.99	17.97	0.00	0.00	13.18	17.97	29.94	29.94	11.98			
29	11.38	34.15	28.46	5.69	11.38	28.46	170.77	91.08	17.08	28.46	22.20	22.20	37.00	34.15	11.38	11.38	17.08	28.46	5.69	17.08	0.00	0.00	12.52	17.08	28.46	28.46	11.38			
30	12.96	38.88	32.40	6.48	12.96	32.40	194.42	103.69	19.44	32.40	25.27	25.27	42.12	38.88	12.96	12.96	19.44	32.40	6.48	19.44	0.00	0.00	14.26	19.44	32.40	32.40	12.96			
31	12.06	36.19	30.16	6.03	12.06	30.16	180.97	96.52	18.10	30.16	23.53	23.53	39.21	36.19	12.06	12.06	18.10	30.16	6.03	18.10	0.00	0.00	13.27	18.10	30.16					

Schedule 3 Applicable uses under the Ipswich planning scheme and Springfield structure plan

Column 1 Use pursuant to the Planning Regulation <i>Editor's note—See schedule 16, Table 1, column 1, of the Planning Regulation.</i>	Column 2 Use or activity under the Ipswich planning scheme <i>Editor's note—See Ipswich Planning Scheme 2006.</i>	Column 3 Use under the Springfield structure plan <i>Editor's note—See Springfield Structure Plan.</i>
Residential uses		
Dwelling house	Single residential	Detached house
Dual occupancy	Dual occupancy	Dual occupancy dwelling; Relatives' flat
Caretaker's accommodation	Caretaker residential	Caretakers' residence
Multiple dwelling	Multiple residential	Apartment building; Attached house (per dwelling)
Accommodation (short-term)		
Tourist park	Temporary accommodation (camping ground, caravan park)	Camping ground; Caravan park (short term accommodation)
Hotel	No defined use	Hotel
Short-term accommodation	Temporary accommodation (boarding house, motel)	Backpackers' hostel; Motel
Resort complex		
Accommodation (long-term)		
Relocatable home park	Multiple residential (caravan park, if providing permanent accommodation)	Caravan park (permanent occupancy)
Community residence	No defined use	No defined use
Retirement facility	Multiple residential (retirement community)	Retirement community
Rooming accommodation	Multiple residential (boarding house, if providing permanent accommodation); Student accommodation	Student accommodation; Tenement building
Places of assembly		
Club	Entertainment use (club)	Club

Item 9 / Attachment 1.

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Column 1 Use pursuant to the Planning Regulation <i>Editor's note—See schedule 16, Table 1, column 1, of the Planning Regulation.</i>	Column 2 Use or activity under the Ipswich planning scheme <i>Editor's note—See Ipswich Planning Scheme 2006.</i>	Column 3 Use under the Springfield structure plan <i>Editor's note—See Springfield Structure Plan.</i>
Community use	Community use (community centre, community hall, cultural centre, gallery, information centre, library, meeting rooms, museum, neighbourhood centre, senior citizens centre, transit centre, youth centre)	Community building (art and craft centre, information centre, senior citizens centre, youth centre, meeting room, welfare centre, library, neighbourhood centre); Passenger terminal
Function facility		Reception and function rooms
Funeral parlour	Business use (funeral premises)	Funeral parlour
Place of worship	Community use (place of worship)	Place of public worship
Commercial (bulk goods)		
Agricultural supplies store	Business use (farm supply outlet, produce/craft market)	Produce/craft market; Produce store
Bulk landscape supplies		Landscape supply outlet
Garden centre	Business use (garden centre)	Garden centre
Hardware and trade supplies		
Outdoor sales		Plant sales and hire yard
Showroom	Business use (auction depot, vehicle sales premises, bulky goods sales)	Auction depot, Retail warehouse; Motor showroom
Commercial (retail)		
Adult store		
Food and drink outlet	Catering shop; Business use (cafe, restaurant, fast food premises, cake shop, snack bar, takeaway food premises, hot bread shop, food delivery service)	Fast food premises; Catering business; Restaurant; Community building (kiosk centre)
Service industry	Business use (laundromat)	Service industry
Service station	Business use (service station)	Service station
Shop	General store; Business use (shop)	General store; Local shops; Sale of automotive parts and accessories; Commercial

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Column 1 Use pursuant to the Planning Regulation <i>Editor's note—See schedule 16, Table 1, column 1, of the Planning Regulation.</i>	Column 2 Use or activity under the Ipswich planning scheme <i>Editor's note—See Ipswich Planning Scheme 2006.</i>	Column 3 Use under the Springfield structure plan <i>Editor's note—See Springfield Structure Plan.</i>
		Premises (business or commercial purpose, other than for a business office or a purpose specified in the Springfield structure plan)
Shopping centre	Shopping centre	Major shopping centre; Neighbourhood shopping centre; Neighbourhood centre
Commercial (office)		
Office	Business use (office, professional office)	Professional office; Commercial premises (business office); Public building
Sales office	Temporary sales office; Display housing	Real estate display/sales office
	Broadcasting station	Radio station; Television station
Educational facility		
Childcare centre	Community use (child care centre)	Child care centre
Community care centre		
Educational establishment other than an educational establishment for the Flying Start for Queensland Children program	Community use (school); primary school; secondary school; tertiary use	Educational establishment
Educational establishment for the Flying Start for Queensland Children program		
Entertainment		
Hotel	Business use (hotel); Entertainment use (licensed club)	Hotel; Tavern; Licensed club
Nightclub entertainment facility	Entertainment use (cabaret, night club)	Night club

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Column 1 Use pursuant to the Planning Regulation <i>Editor's note—See schedule 16, Table 1, column 1, of the Planning Regulation.</i>	Column 2 Use or activity under the Ipswich planning scheme <i>Editor's note—See Ipswich Planning Scheme 2006.</i>	Column 3 Use under the Springfield structure plan <i>Editor's note—See Springfield Structure Plan.</i>
Theatre	Entertainment use (theatre, cinema, concert hall, dance hall)	Indoor entertainment (theatre, cinema, concert hall, dance hall, public hall)
Resort complex		
Indoor sport and recreation		
Indoor sport and recreation	Recreation use (indoor recreation); Entertainment use (amusement parlour); Indoor entertainment	Indoor recreation; Indoor entertainment (amusement parlour); Sports complex (indoor)
High impact industry or special industry		
High impact industry		Concrete batching plant; Dangerous goods store; Fuel depot; Junk yard; Special industry; Vehicle wrecking yard
Special industry	Special industry; Nuclear industry	
Other Industry		
Low impact industry	Service/Trades use	Automatic car wash; Car repair station; Light industry
Medium impact industry	General industry	Freight depot; General industry; Milk depot; Transport depot; Transport terminal; Truck depot
Research and technology industry		Research and associated technology activities
Rural industry		
Warehouse	Service/Trades use (warehouse or storage)	Mini storage complex; Warehouse; Bulk store; Storage yard
Marine industry		
High impact rural		
Cultivating, in a confined area, aquatic animals or	Intensive Animal Husbandry (aquaculture)	

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Column 1 Use pursuant to the Planning Regulation <i>Editor's note—See schedule 16, Table 1, column 1, of the Planning Regulation.</i>	Column 2 Use or activity under the Ipswich planning scheme <i>Editor's note—See Ipswich Planning Scheme 2006.</i>	Column 3 Use under the Springfield structure plan <i>Editor's note—See Springfield Structure Plan.</i>
plants for sale		
Intensive animal industry	Intensive animal husbandry (feedlot, riding establishment, piggery, stock sales market)	Animal establishment; Riding school; stable; Stock sales yard
Intensive horticulture		
Wholesale nursery	Plant nursery (wholesale)	Plant nursery (wholesale)
Winery	Wine making	
Low impact rural		
Animal husbandry	Animal husbandry; Intensive animal husbandry (dairy)	Animal husbandry
Cropping	Agriculture	Agriculture; Turf farm
Permanent plantation	Forestry	Forestry
Wind farm		
Essential services		
Correctional facility	Correctional centre	Reformative institution
Emergency services	Community use (emergency service depot)	Emergency services depot
Health care service	Business use (medical centre)	Community building (health centre); Medical centre
Hospital	Community use (hospital)	Hospital
Residential care facility	Institutional residential; Multiple Residential (nursing home)	Institutional residence
Veterinary service	Business use (veterinary clinic)	Veterinary clinic; Veterinary hospital
Minor uses		
Advertising device		Advertising structure
Cemetery	Community use (cemetery)	Cemetery
Home-based business	Home based activity	Family day care centre; Home business; Home industry; Home occupation

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Column 1 Use pursuant to the Planning Regulation <i>Editor's note—See schedule 16, Table 1, column 1, of the Planning Regulation.</i>	Column 2 Use or activity under the Ipswich planning scheme <i>Editor's note—See Ipswich Planning Scheme 2006.</i>	Column 3 Use under the Springfield structure plan <i>Editor's note—See Springfield Structure Plan.</i>
Landing		
Market		
Outdoor lighting	Night court	Night tennis court
Park	Park	Environmental facility; Park; Community building; restrooms
Roadside stall		Roadside stall
Telecommunications facility	Minor utility	Local utility
Temporary use	Temporary use	
Other uses		
Air service	Aviation use	
Animal keeping	Intensive animal husbandry (cattery, kennels, stable)	Animal establishment; Stable
Car park	Car park	Car park
Crematorium	Community use (crematorium)	Crematorium
Extractive industry	Extractive industry	Extractive industry
Major sport, recreation and entertainment facility	Recreation use (equestrian and coursing sports); Entertainment use (exhibition, trade fair)	Exhibition; Trade fair
Motor sport facility	Recreation use (motor sports)	Motor sports complex
Non-resident workforce accommodation		
Outdoor sport and recreation	Entertainment use (drive in theatre); Recreation use (outdoor recreation)	Outdoor entertainment; Outdoor recreation; Sports complex
Port service		
Tourist attraction	Tourist facility	Tourist facility; Zoo
Utility installation	Major utility	Public utility; Special use
Other uses		Clearing of timber or

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Column 1 Use pursuant to the Planning Regulation <i>Editor's note—See schedule</i> <i>16, Table 1, column 1, of the</i> <i>Planning Regulation.</i>	Column 2 Use or activity under the Ipswich planning scheme <i>Editor's note—See Ipswich</i> <i>Planning Scheme 2006.</i>	Column 3 Use under the Springfield structure plan <i>Editor's note—See</i> <i>Springfield Structure Plan.</i>
		vegetation; earth works
Any other use not listed in column 1, including a use that is unknown		

Schedule 4 Applied local government adopted charges for particular uses

The local government may apply discounted adopted charges for those particular uses that comply with:

- (a) the criteria outlined in the following Implementation Guidelines in the Ipswich Planning Scheme:
 - (i) Implementation Guideline No. 1;
 - (ii) Implementation Guideline No. 11;
 - (iii) Implementation Guideline No. 26; and
- (b) other Council policies as adopted by Council from time to time.

Schedule 5 Deemed demand for the deemed demand area

Column 1 Deemed demand area under the Ipswich planning scheme	Column 2 Assumed demand (m²GFA per hectare for use under the Planning Regulation)
	<i>Editor's note—See schedule 16, Table 1, column 1 and column 2 of the Planning Regulation.</i>
Major centres zone—where the land is shaded in the deemed demand area in schedule 12	3000 for Commercial (retail) – Shop
Local retail and commercial zone—where the land is shaded in the deemed demand area in schedule 12	3000 for Commercial (retail) – Shop
Local business and industry zone—where the land is shaded in the deemed demand area in schedule 12	3000 for Other Industry – Low impact industry
Regionally significant business and industry zone—where the land is shaded in the deemed demand area in schedule 12	3000 for Other Industry – Low impact industry
CBD north secondary business zone—where the land is shaded in the deemed demand area in schedule 12	3000 for Other Industry – Low impact industry
CBD residential high density zone—where the land is shaded in the deemed demand area in schedule 12	3000 for Other Industry – Low impact industry
Character mixed use zone	3000 for Commercial (retail) – Shop
Business incubator zone	3000 for Other Industry – Low impact industry
CBD primary retail zone	40,000 for Commercial (retail) – Shop
CBD primary commercial zone—where the land is not shaded in the deemed demand area in schedule 12	40,000 for Commercial (office) – Office
CBD primary commercial zone—where the land is shaded in the deemed demand area in schedule 12	10,000 for Commercial (office) – Office
CBD top of town zone	10,000 for Commercial (office) – Office
CBD medical services zone	10,000 for Commercial (office) – Office
Rosewood—Town centre primary business area and town square sub area	3000 for Commercial (retail) – Shop
Rosewood—Town centre secondary business area	3000 for Commercial (office) – Office
Rosewood—Service trades/showgrounds zone	3000 for Other Industry – Low impact industry

Schedule 6 Amount of levied charge relief

Column 1 Category of prescribed community development	Column 2 Percentage of levied charge relief (%)	
	Transport trunk infrastructure network	Public parks and community facilities trunk infrastructure networks
Citywide	50	100
District	75	100
Neighbourhood	100	100
Local	100	100

Schedule 7 Identified trunk infrastructure criteria

Column 1 Local government trunk infrastructure networks	Column 2 Identified trunk infrastructure criteria
Transport trunk infrastructure network	<p>Transport trunk infrastructure network comprises the following:</p> <ul style="list-style-type: none"> (a) arterial roads; (b) sub-arterial roads; (c) within an arterial or a sub-arterial road land and works for, an associated interchange, intersection, road drainage, kerb and channel, culverts, bridges, pedestrian and cyclist pathways, lighting and landscaping. <p>Transport trunk infrastructure network does not comprise the following:</p> <ul style="list-style-type: none"> (a) major collector, collector and access streets linking a development area with an arterial or sub-arterial road; (b) land and works for an arterial road or a sub-arterial road that is primarily related to providing access to and from a development area such as an acceleration or deceleration lane, turn lanes, traffic signals and roundabouts.
Public parks trunk infrastructure network	<p>Public parks trunk infrastructure network comprises the following:</p> <ul style="list-style-type: none"> (a) citywide parks—land, works and embellishments for citywide recreation parks, waterside parks, linear parks and sport ground and courts; (b) district parks—land, works and embellishments for district recreation parks and waterside parks; (c) local parks—land, works and embellishments for local recreation parks, linear parks and sport ground and courts. <p>Trunk infrastructure for existing and future parks is restricted to the standard as set out in the local government infrastructure plan extrinsic material for the public parks trunk infrastructure network.</p> <p><i>Editor's note—See Part 13—Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.</i></p>

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Community facilities trunk infrastructure network	<p>Community facilities trunk infrastructure network comprises the following:</p> <ul style="list-style-type: none">(a) citywide community facilities—land and basic works associated with the clearing of land and connection to services for citywide community facilities;(b) district community facilities—land and basic works associated with the clearing of land and connection to services for district community facilities;(c) local community facilities—land and basic works associated with the clearing of land and connection to services for local community facilities. <p>Trunk infrastructure for existing and future community facilities land is restricted to the standard as set out in the local government infrastructure plan extrinsic material for the community facilities trunk infrastructure network.</p> <p><i>Editor's note—See Part 13—Local Government Infrastructure Plan, which forms part of the Ipswich planning scheme.</i></p>
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Schedule 8 Planned cost for local government trunk infrastructure networks

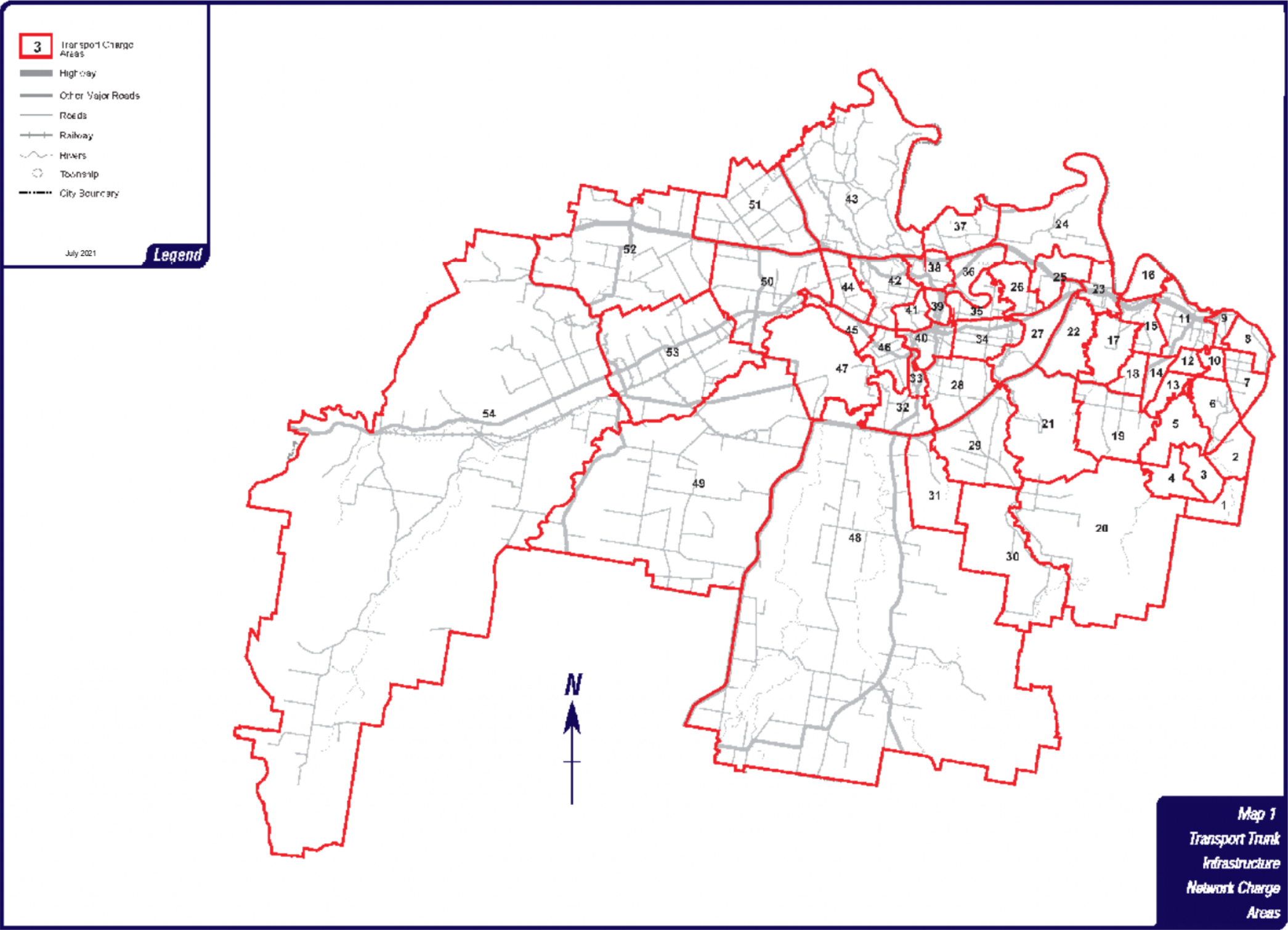
Column 1 Local government trunk infrastructure networks	Column 2 Land	Column 3 Work
Transport trunk infrastructure network		
Transport network	The value of the land cost stated in the Ipswich Planning Scheme 2006 Local government infrastructure plan extrinsic material for the transport network.	The value of the following stated in the Ipswich Planning Scheme 2006 Local government infrastructure plan extrinsic material for the transport network: (a) construction cost; (b) construction on cost.
Public parks trunk infrastructure network		
Public parks network	The value of the land cost stated in the Ipswich Planning Scheme 2006 Local government infrastructure plan extrinsic material for the public parks network.	The value of the embellishment cost stated in the Ipswich Planning Scheme 2006 Local government infrastructure plan extrinsic material for the public parks network.
Community facilities trunk infrastructure network		
Land for community facilities network	The value of the land cost stated in the Ipswich Planning Scheme 2006 Local government infrastructure plan extrinsic material for the community facilities network.	Not applicable.

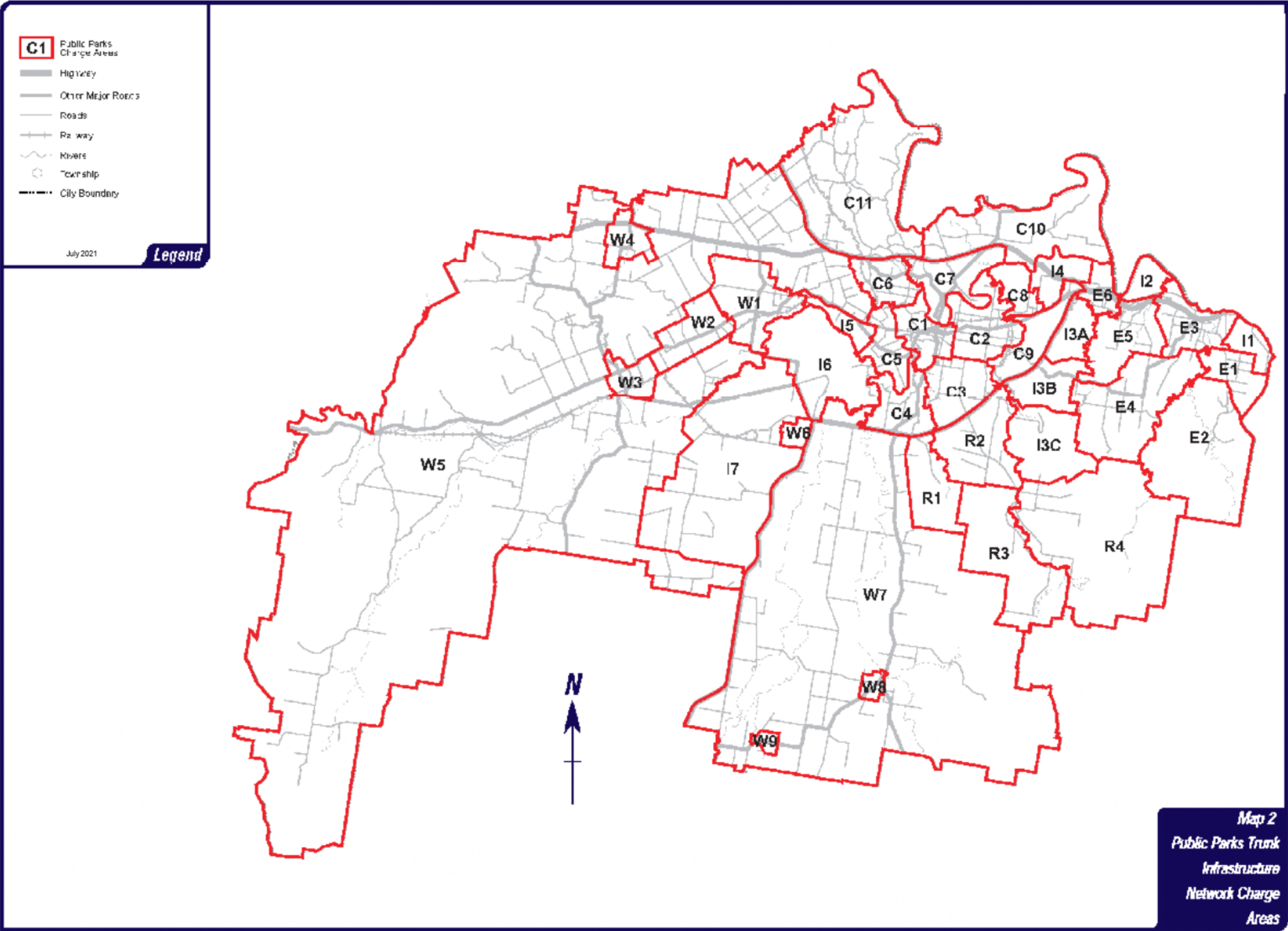
Schedule 9 Maximum construction on costs for work

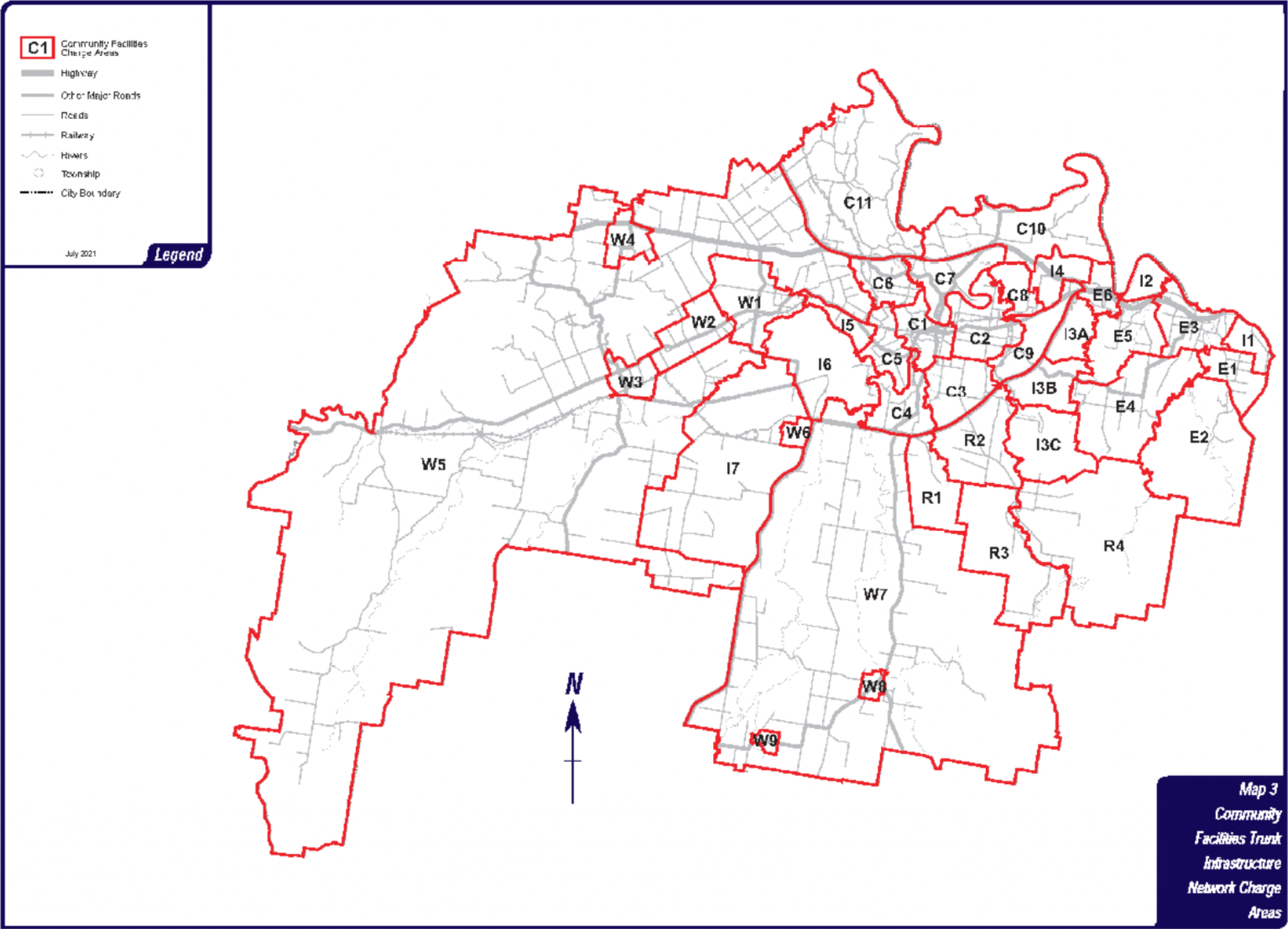
Column 1 Trunk infrastructure network	Column 2 Maximum construction on costs for work (Percentage of the construction cost for the work)
Transport trunk infrastructure network	
Transport network	23%
Public parks trunk infrastructure network	
Public parks network	8% (included in embellishment cost)
Community facilities trunk infrastructure network	
Land for community facilities network	Not applicable

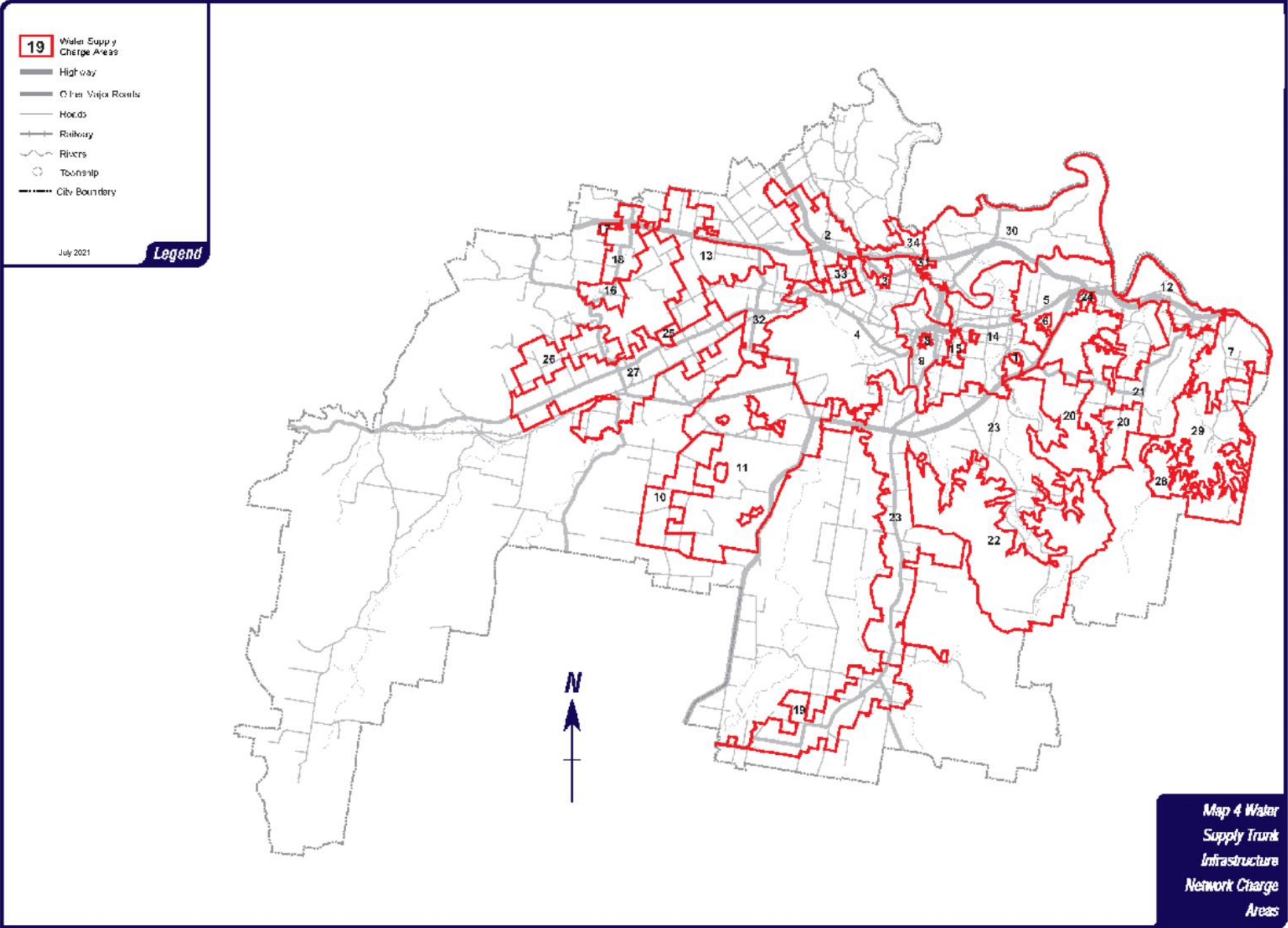
Schedule 10 Infrastructure trunk network Charge areas maps

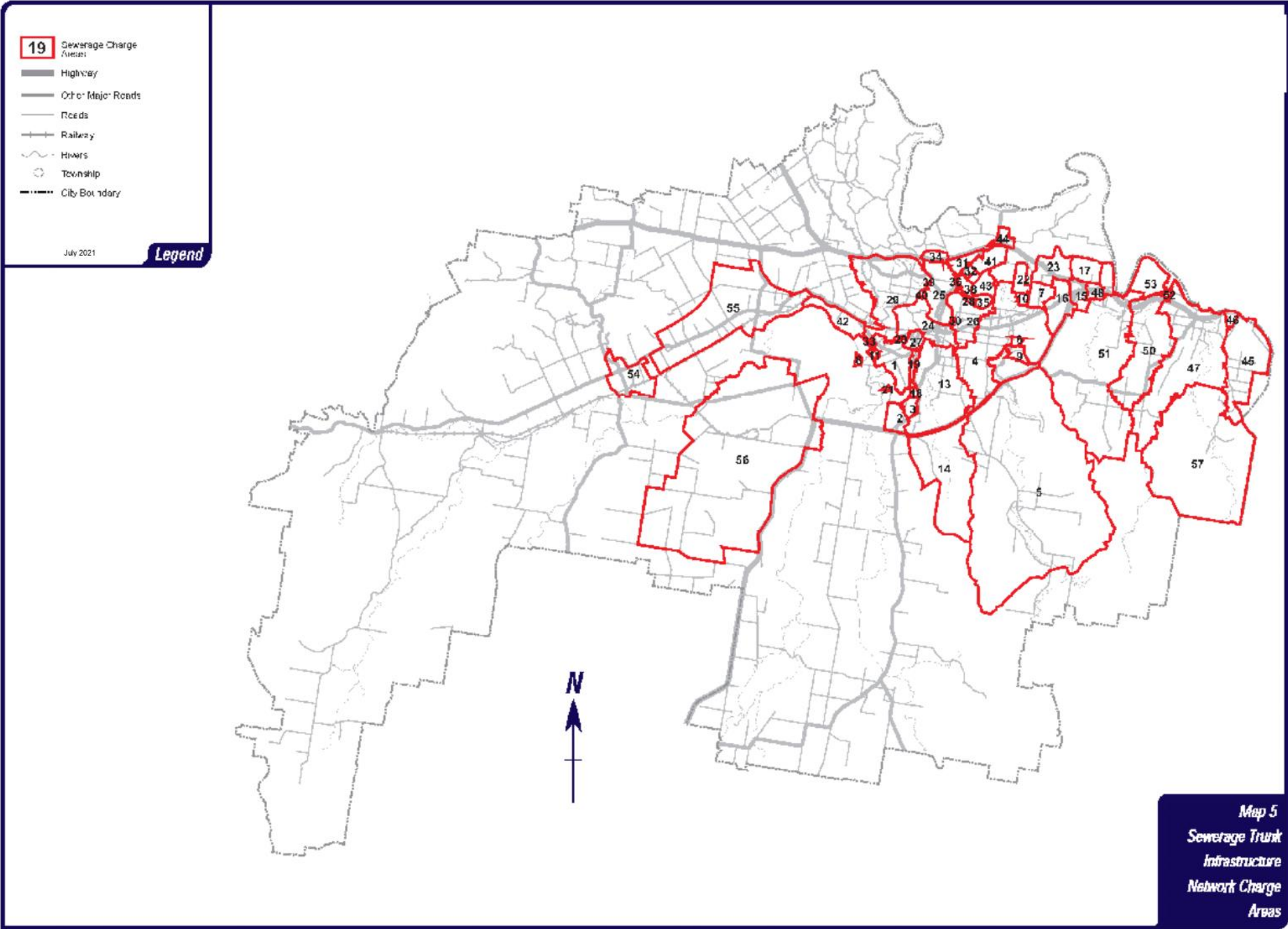
Column 1 Map no.	Column 2 Description
1.	Transport trunk infrastructure network charge areas
2.	Public parks trunk infrastructure network charge areas
3.	Community facilities trunk infrastructure network charge areas
4.	Water supply trunk infrastructure network charge areas
5.	Sewerage trunk infrastructure network charge areas





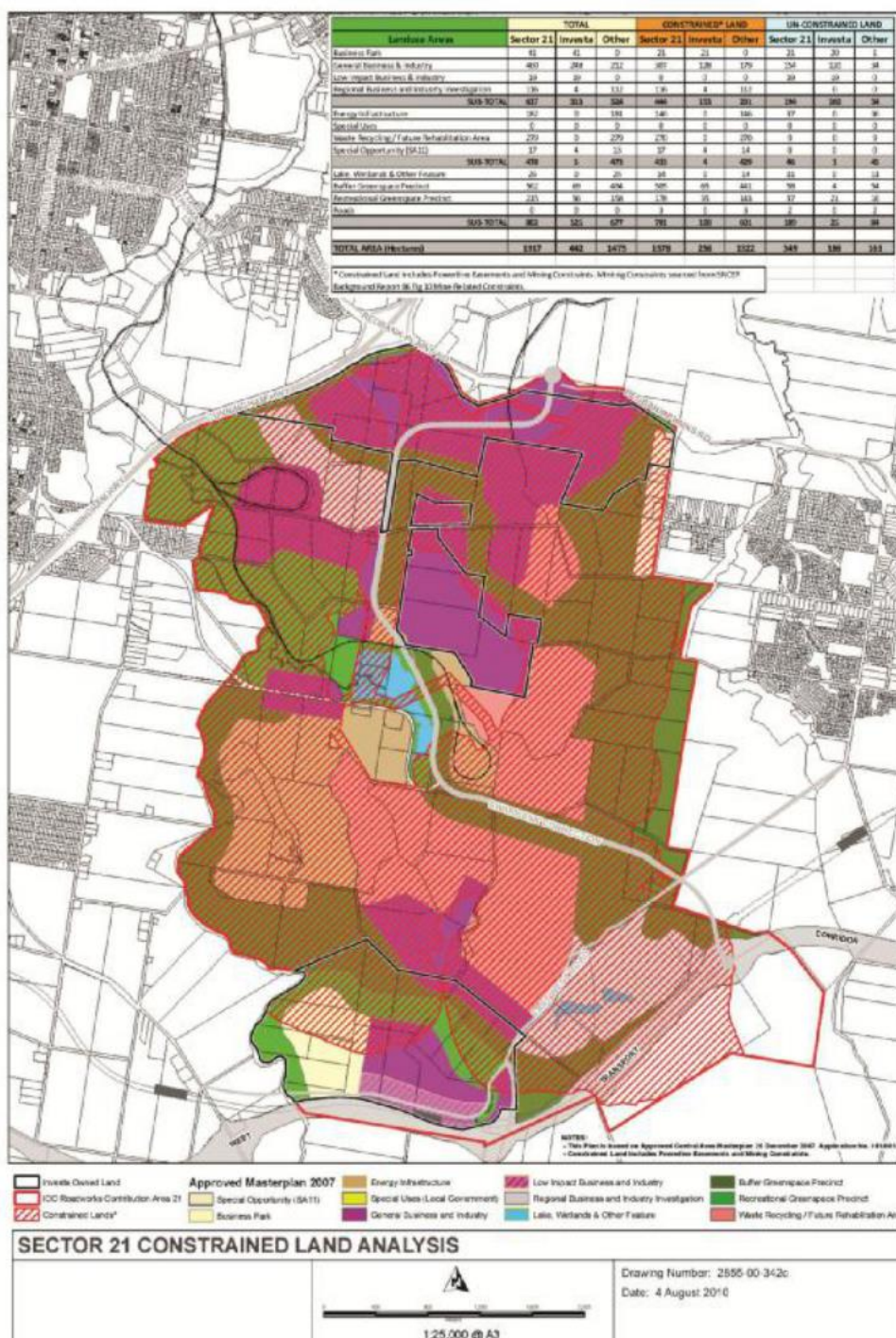






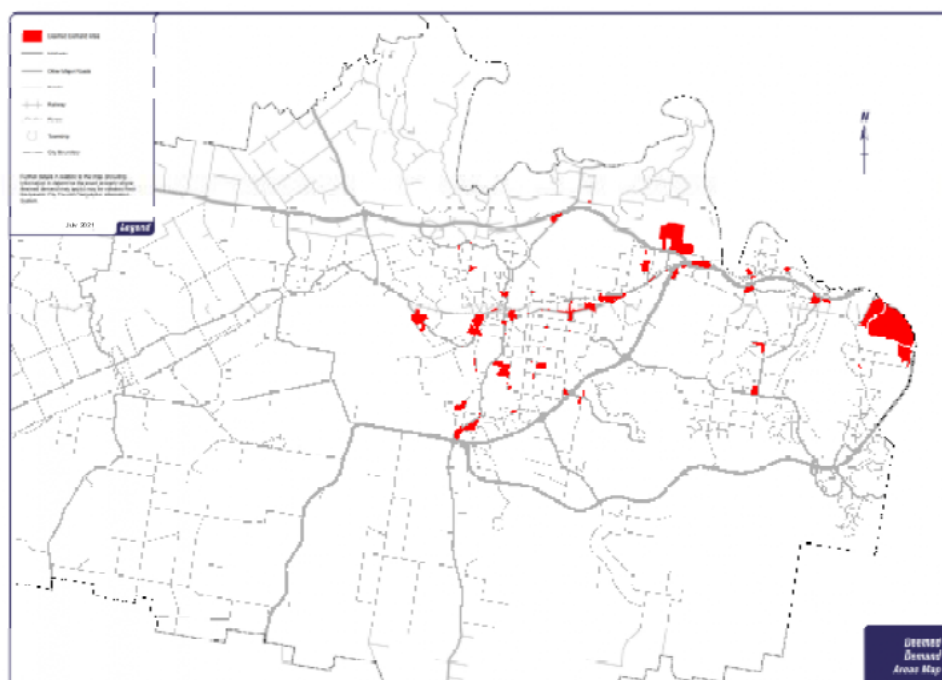
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Schedule 11 Constrained land map



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Schedule 12 Deemed demand areas map





IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	07 / 05 / 2021
Assessment Made By	Richard de Vries - Senior Planning Officer (Strategic)
Act/Decision Assessed	Recommendation A
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p> <p>The Planning Act 2016 (the Act) provides the ability to index infrastructure charges to reflect pricing increases by Council resolution.</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights.</p> <p>The proposal to adopt a new Adopted Infrastructure Charges Resolution that indexes the charges in accordance with the Act does not affect human rights. It is noted that the charges cannot exceed the regulated charge in the Planning Regulations 2017.</p>

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<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ▪ identify each right ▪ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments ‘Guide: Nature and scope of the protected human rights’.</p> <p>Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p>	
	<input type="checkbox"/>	<p>Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</p>
	<input type="checkbox"/>	<p>Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be ‘arbitrarily’ deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</p>
	<input type="checkbox"/>	<p>Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</p>
	<input type="checkbox"/>	<p>Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn’t be subject to conditions that violate individual dignity or exploit human productivity. Limitation: does not include service/work required under a court order, in an emergency or that is part of civil obligations.</p>
	<input type="checkbox"/>	<p>Freedom of movement (section 19) – every person lawfully in Queensland has the right to move freely within Queensland, enter or leave and choose where to live.</p>
	<input type="checkbox"/>	<p>Freedom of thought, conscious, religion and belief (section 20) – the right to develop autonomous thoughts and conscience, to think and believe what they want, to have or adopt a religion and to demonstrate religion or belief through worship, ritual, practice and teaching.</p>
	<input type="checkbox"/>	<p>Freedom of expression (section 21) – the right of all persons to hold an opinion without interference and to seek, receive and express information and ideas. The right encompasses seeking information from government (XYZ v Victorian Police [2010] VCAT 255)</p>
	<input type="checkbox"/>	<p>Peaceful assembly and freedom of association (section 22) – Right to gather together in order to exchange, give or receive information, to express views or to conduct a protest or demonstration. Limitation: only applies to peaceful assemblies.</p>
	<input type="checkbox"/>	<p>Taking part in public life (section 23) – the right of all persons to contribute to and exercise their voice in relation to the public life of the State. Ensures all persons have the opportunity to contribute to the political process and public governance. Includes right to vote and to be elected to public office. Limitation: Applies to ‘eligible persons’ (e.g. persons old enough to vote).</p>
<input type="checkbox"/>	<p>Property rights (section 24) – protects the right of all persons to own property (real and personal property) and to not be arbitrarily deprived of property. Limitation: cannot be ‘arbitrarily’ deprived of property (i.e. by conduct that is capricious, unpredictable or unjust).</p>	
<input type="checkbox"/>	<p>Privacy and reputation (section 25) – A person has the right not to have their privacy, family home or correspondence unlawfully or arbitrarily (capricious, unpredictable or unjust) interfered with. A person has the right not have the person’s reputation unlawfully attacked. Limitation: cannot be unlawfully or arbitrarily interfered with.</p>	

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Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) – Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) – rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights – Aboriginal peoples and Torres Strait Islander peoples (section 28) – protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) – entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) – recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) – A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) – protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) – recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) – protects against double jeopardy – not to be taken to court or punished more than once for an offence they have already been convicted or acquitted.
	<input type="checkbox"/>	Retrospective criminal laws (section 35) – the right to not be found guilty of an offence for an action that was not an offence at the time it was committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) – right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) – right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

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<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p>
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable (proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

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<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

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<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right – END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right – Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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Doc ID No: A7284275

ITEM: 10
SUBJECT: SYSTEMATIC INSPECTION PROGRAM - DOG REGISTRATION
AUTHOR: ACTING ANIMAL MANAGEMENT OPERATIONS MANAGER
DATE: 24 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning the authorisation by Council of a Systematic Inspection Program to identify unregistered dogs within the Ipswich Local Government Area.

Council will recall that in August 2020 it considered a similar report for the approval of a program to run from February to June 2021.

It is now proposed to seek approval of a program for the 2021-2022 year.

RECOMMENDATION/S

- A. That the Systematic Inspection Program for unregistered dogs be undertaken from 1 July 2021 to 30 June 2022.
- B. That the Systematic Inspection Program be restricted to residential properties in the Ipswich Local Government area.
- C. That the Animal Management Operations Manager publish a notice of the Systematic Inspection Program pursuant to section 114 of the *Animal Management (Cats and Dogs) Act 2008*.
- D. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

RELATED PARTIES

There are no related parties and no conflicts of interest identified with this program.

ADVANCE IPSWICH THEME

Caring for the community

PURPOSE OF REPORT/BACKGROUND

The *Animal Management (Cats and Dogs) Act 2008* (the Act) imposes obligations on owners of dogs to register those dogs with their local Council. Registration allows Council to quickly identify owners of dogs and promotes the responsible ownership of pets.

The most effective compliance strategy to identify unregistered dogs is to have compliance officers attend properties and inspect for dogs, however, officers do not have a general power to enter and inspect. A Systematic Inspection Program provides officers with the additional power of entry to allow officers to enter places and monitor compliance. Such a program must be authorised by resolution of a local government and can be undertaken for a period not exceeding 12 months. The approving local government must publish a notice of the proposed inspection program in a newspaper and on the local government's website.

Council has undertaken a Systematic Inspection Program over the past four years. Analysis of previous inspection programs shows that approximately 15% of properties have an unregistered dog and registration uptake increases in the suburbs where the officer is active in conducting inspections. The current program shows an abnormally high percentage of unregistered dogs being detected, which may be attributed to a lack of conventional follow up of outstanding dog registrations as a result of the COVID-19 pandemic.

The details of the current inspection program for February to June 2021 is as follows:

Suburb	Houses inspected	Unregistered dogs found	Percentage of unregistered dogs	Infringements Issued for registration offences
Rosewood	323	109	34%	4
Walloon	174	31	18%	
Raceview	630	154	24%	15
TOTALS	1,127	294	26% (average)	19

Type of program

The program is a systematic inspection program.

Purpose

The purpose of the program is to identify unregistered dogs in Ipswich and to ensure that the owners of those dogs register them.

Commencement

The program is to operate for 12 months commencing on 1 July 2021 and finishing on 30 June 2022. Officers will enter residential properties between the hours of 8:00 am and 5:30 pm from Monday to Friday during the life of the program.

Location and types of places to be inspected

Inspections will be conducted across all divisions within the Ipswich local government area, but entry will be restricted to residential properties only. Only officers who are authorised persons under the Act will be permitted to enter properties and conduct inspections. Entry and inspection are not permitted at a place or part of the place where the person resides. For example, officers could enter the yard of a property where a house is situated, but they are not permitted to enter the house.

Compliance Action

Council will advertise the program before its commencement. When a registration breach is detected, officers will take appropriate compliance action following Council's policies and procedures. Owners of dogs that are unregistered can expect to be fined if they are found to be keeping an unregistered dog during the life of the program.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions: *Animal Management (Cats and Dogs) Act 2008*

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision:

- (a) in a way that is not compatible with human rights; or
- (b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.

Recommendation A states that Council approve a Systematic Inspection Program for unregistered dogs to be undertaken from 1 July 2021 to 30 June 2022. The proposed program has been subject to a human rights analysis to ensure:

- (a) the decision to approve a 12-month Systematic Inspection Program is compatible with human rights; and
- (b) to give proper consideration to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 1. The outcome of the human rights analysis is that the decision to approve a 12-month Systematic Inspection Program is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

The Systematic Inspection Program is resourced using a full-time Survey Officer currently employed in Animal Management Operations team.

COMMUNITY AND OTHER CONSULTATION

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

CONCLUSION

The continuation of the Systematic Inspection Program will identify unregistered dogs and will encourage dog owners to become compliant with the registration requirements for the city of Ipswich.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Human Rights Impact Assessment ↓ 
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Haiden Taylor

ACTING ANIMAL MANAGEMENT OPERATIONS MANAGER

I concur with the recommendations contained in this report.

Alisha Connaughton

MANAGER, COMPLIANCE

I concur with the recommendations contained in this report.

Peter Tabulo

GENERAL MANAGER, PLANNING AND REGULATORY SERVICES

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IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	24 / 05 / 2021
Assessment Made By	Haiden Taylor
Act/Decision Assessed	Decision to approve a Systematic Inspection Program for unregistered dogs
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p> <p>The power to undertake a systematic inspection program is prescribed through section 113 of the Animal Management (Cats and Dogs) Act 2008. Section 113 only provides discretion to approve, or not approve the systematic inspection program.</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights.</p> <p>The decision will not affect human rights as the program will be undertaken uniformly, in a systematic way, including all residential properties and any resident that is found to have an unregistered dog will be afforded protection through existing compliance processes and procedures.</p>

Item 10 / Attachment 1.

<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ▪ identify each right ▪ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments 'Guide: Nature and scope of the protected human rights'.</p> <p>Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p>	
	<input type="checkbox"/>	<p>Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</p>
	<input type="checkbox"/>	<p>Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be 'arbitrarily' deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</p>
	<input type="checkbox"/>	<p>Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</p>
	<input type="checkbox"/>	<p>Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn't be subject to conditions that violate individual dignity or exploit human productivity. Limitation: does not include service/work required under a court order, in an emergency or that is part of civil obligations.</p>
	<input type="checkbox"/>	<p>Freedom of movement (section 19) – every person lawfully in Queensland has the right to move freely within Queensland, enter or leave and choose where to live.</p>
	<input type="checkbox"/>	<p>Freedom of thought, conscious, religion and belief (section 20) – the right to develop autonomous thoughts and conscience, to think and believe what they want, to have or adopt a religion and to demonstrate religion or belief through worship, ritual, practice and teaching.</p>
	<input type="checkbox"/>	<p>Freedom of expression (section 21) – the right of all persons to hold an opinion without interference and to seek, receive and express information and ideas. The right encompasses seeking information from government (XYZ v Victorian Police [2010] VCAT 255)</p>
	<input type="checkbox"/>	<p>Peaceful assembly and freedom of association (section 22) – Right to gather together in order to exchange, give or receive information, to express views or to conduct a protest or demonstration. Limitation: only applies to peaceful assemblies.</p>
	<input type="checkbox"/>	<p>Taking part in public life (section 23) – the right of all persons to contribute to and exercise their voice in relation to the public life of the State. Ensures all persons have the opportunity to contribute to the political process and public governance. Includes right to vote and to be elected to public office. Limitation: Applies to 'eligible persons' (e.g. persons old enough to vote).</p>
<input type="checkbox"/>	<p>Property rights (section 24) – protects the right of all persons to own property (real and personal property) and to not be arbitrarily deprived of property. Limitation: cannot be 'arbitrarily' deprived of property (i.e. by conduct that is capricious, unpredictable or unjust).</p>	
<input type="checkbox"/>	<p>Privacy and reputation (section 25) – A person has the right not to have their privacy, family home or correspondence unlawfully or arbitrarily (capricious, unpredictable or unjust) interfered with. A person has the right not have the person's reputation unlawfully attacked. Limitation: cannot be unlawfully or arbitrarily interfered with.</p>	

Item 10 / Attachment 1.

Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) – Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) – rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights – Aboriginal peoples and Torres Strait Islander peoples (section 28) – protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) – entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) – recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) – A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) – protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) – recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) – protects against double jeopardy – not to be taken to court or punished more than once for an offence they have already been convicted or acquitted.
	<input type="checkbox"/>	Retrospective criminal laws (section 35) – the right to not be found guilty of an offence for an action that was not an offence at the time it was committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) – right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) – right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

Item 10 / Attachment 1.

<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p>
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable (proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

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<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

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<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right – END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right – Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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ITEM: 11
SUBJECT: EXERCISE OF DELEGATION REPORT
AUTHOR: MANAGER, DEVELOPMENT PLANNING
DATE: 20 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning applications that have been determined by delegated authority 27 April 2021 to 25 May 2021.

RECOMMENDATION/S

- A. That the report be received and the contents noted.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

RELATED PARTIES

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

ADVANCE IPSWICH THEME

- 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*
- Implementation of the Planning and Development Program
- Exercise the Powers of Council under the *Planning Act 2016*

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

Local Government Act 2009

Planning Act 2016

Economic Development Act 2012

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

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision

(a) in a way that is not compatible with human rights; or

(b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.

The exercise of delegation report states that the report be received and the contents noted. The decision to receive and note the report has been subject to a human rights analysis to ensure:

(a) the decision to receive and note the report is compatible with human rights; and

(b) to give proper consideration to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 2. The outcome of the human rights analysis is that the decision to receive and note the report is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

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



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 and were addressed in the respective development assessment reports.

CONCLUSION

The Planning and Regulatory Services Department is responsible for the assessment and determination of development applications. Attachment 1 to this report provides a list of development applications that were determined by delegated authority for the period 27 April 2021 to 25 May 2021.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Exercise Of Delegation Report ↓ 
2.	Human Rights Impact Assessment ↓ 

Anthony Bowles

MANAGER, DEVELOPMENT PLANNING

I concur with the recommendations contained in this report.

Peter Tabulo

GENERAL MANAGER, PLANNING AND REGULATORY SERVICES

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PLANNING AND REGULATORY SERVICES

Development Applications Determined by Authority

Below is a list of Development Applications determined between 26 April 2021 and 25 May 2021

Total number of applications determined - 346

DIVISION 1						
No Authority Assigned: 1 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
8022/2020/MCU	Baird & Hayes Surveyors And Town Planners	45 Greenwood Village Road, Redbank Plains	Material Change of Use - Dual Occupancy	30/04/2021	Approved	
Delegated Authority: 154 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
7177/2021/BORIST	Mr David James Lawrance and Mrs Julie Lawrance	44 Jacana Crescent, Flinders View	Building over or in an easement - Shed	30/04/2021	Approved	Engineering Delivery West Manager
8272/2021/BORIST	Fluid Building Approvals	13 Carlos Street, Ripley	Building Over or Near a Stormwater Drain - Dwelling	20/05/2021	Approved	Engineering Delivery West Manager
2388/2021/BR	Mr Michael Anthony Read	32 Daryl Reinhardt Street, Redbank Plains	Siting Variation - Patio, Pool and Alterations/Additions to Dwelling	21/05/2021	Approved	Building Regulatory Officer
6270/2021/BR	Mr Jan Johannes Baptiste de Lange	704-722 Rosewood Warrill View Road, Lower Mount Walker	Amenity and Aesthetics - Shipping Container	06/05/2021	Approved	Building Regulatory Officer
6738/2021/BR	JCL Projects	16 Pioneer Drive, Raceview	Siting Variation - Patio	05/05/2021	Approved	Building Regulatory Officer
6982/2021/BR	Capital Building Approvals	53 Mchale Way, Willowbank	Amenity and Aesthetics - Shed	04/05/2021	Approved	Building Regulatory Officer
7145/2021/BR	Brian Downting	103 Lamington Drive, Redbank Plains	Siting Variation - Dwelling	10/05/2021	Approved	Building Regulatory Officer
7355/2021/BR	Des Hastie	21 Hayes Street, Raceview	Siting Variation - Carport	06/05/2021	Approved	Building Regulatory Officer
7553/2021/BR	Project Ba	65 Lakeview Drive, Deebling Heights	Siting Variation - Garage	19/05/2021	Approved	Building Regulatory Officer
4785/2020/CA	IST Invest Pty Ltd	17 Glen Noble Avenue, Redbank Plains	Combined Approval Reconfiguring a Lot - One (1) Lot into Two (2) Lots Material Change of Use - Dual Occupancy	30/04/2021	Approved	Development Assessment East Manager
8799/2021/CA	Baird & Hayes Surveyors And Town Planners	64 Greenwood Village Road, Redbank Plains	Reconfiguring a Lot - One (1) lot into Three (3) lots Material Change of Use - Single Residential within a Development Constraints Overlay (Mining)	21/05/2021	Approved	Senior Planner (Development)
7787/2008/MAEXT/A	AV Jennings	7001 Grampian Drive, Deebling Heights	Extension Application - RAL - One (1) lot into 137 lots (including six (6) multi res lots and one (1) shopping centre), new roads, linear open space and drainage reserve MCU - Preliminary Approval to Override the Planning Scheme	30/04/2021	Approved	Development Assessment West Manager
7011/2018/MAEXT/A	AV Jennings	7001 Grampian Drive, Deebling Heights	Extension Application - Operational Work for Reconfiguration of a Lot - Bushland Management Plan	19/05/2021	Approved	Environment Assessment Manager
6896/2019/MAEXT/A	AV Jennings	7001 Grampian Drive, Deebling Heights	Extension Application - Rate 3 Streetlighting & Electrical Reticulation - 144 Grampian Drive Stages 1A, 1B & 1C	19/05/2021	Approved	Engineering Delivery West Manager
241/2017/MAMC/B	Baird & Hayes Surveyors And Town Planners	168 Ipswich Boonah Road, Purga	Minor Change - General Industry (Truck Depot) and Intensive Animal Husbandry (Dog Training Facility)	20/05/2021	Approved	Development Assessment West Manager
22/2017/MAMC/A	Baird & Hayes Surveyors And Town Planners	2 Mclean Street, Redbank Plains	Minor Change - One (1) lot into two (2) lots	21/05/2021	Approved	Development Assessment East Manager
4625/2021/MCU	Mr Daniel Troy Hooper and Mrs Hollie May Hooper	147-171 Harrison Road, Calvert	Material Change of Use - Single Residential in a Rural Zone	29/04/2021	Approved	Senior Planner (Development)
9332/2019/NAME/A	HB Land	275-293 Montereia Road, Ripley	Park Naming	11/05/2021	Approved	Senior Development Planning Compliance Officer
9332/2019/NAME/B	HB Land	275-293 Montereia Road, Ripley	Street Naming	11/05/2021	Approved	Senior Planner (Development)
5159/2013/NAME/B	NAZZ Investment Group	63-109 Swanbank Road, Flinders View	Road Naming	21/05/2021	Approved	Development Compliance Manager
5199/2021/OW	CV Energy Services Pty Ltd	7003 Mount Juillerat Drive, Redbank Plains	Rate 3 Streetlighting - Eden's Crossing Stage 24	17/05/2021	Approved	Engineering Delivery East Manager
5896/2021/OW	Fabcot Pty Ltd	171-193 School Road, Redbank Plains	Earthworks	05/05/2021	Approved	Engineering Delivery East Manager
5897/2021/OW	Fabcot Pty Ltd	171-193 School Road, Redbank Plains	Road Work, Stormwater, Carparking, Driveways, Pavements, Signage & Linemarking	07/05/2021	Approved	Engineering Delivery East Manager
6685/2021/OW	Andrew Gold Landscape Architecture	501/67 Cascade Street, Raceview	Landscaping - Cascade Gardens Retirement Village Stage 7AI	07/05/2021	Approved	Engineering Delivery West Manager
8301/2020/PDA	Ink Developments Pty Ltd	1 Brooking Rise, Ripley	Material Change of Use - Community Use (Child Care Centre)	11/05/2021	Approved	Development Assessment West Manager
8387/2021/PDA	PEAKURBAN Pty Ltd	323-395 Ripley Road, Ripley	Driveway Access to Proposed Sales Office	17/05/2021	Approved	Senior Development Engineer

DIVISION 1						
Delegated Authority: 154 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
4685/2021/PDAEE	HB Doncaster PTY LTD	323-395 Ripley Road, Ripley	Compliance Assessment – 323-395 & 357 Ripley Road and 255-273, 275-293 & 295-331 Monterey Road, Ripley Stage 1 – Condition 28(a) and 28(b) Retaining Walls	27/04/2021	Approved	Senior Development Engineer
4935/2021/PDAEE	Satterley Property Group Pty Ltd	459-489 Ripley Road, Ripley	Compliance Assessment – Ripley Valley Stage 6 – Condition 8 Entry Walls or Features, Condition 9 Fencing and Pedestrian Connectivity and Condition 22(a) Streetscape Works	12/05/2021	Approved	Engineering Delivery West Manager
5919/2021/PDAEE	Orchard (Daleys) Developments Pty Ltd	160-186 Daleys Road, Ripley	Aurora Stage 1 – Vegetation Clearing, Earthworks, Roadworks and Stormwater Drainage	28/04/2021	Approved	Senior Development Engineer
6418/2021/PFT	Brighton Homes Queensland	14 Macadamia Street, Redbank Plains	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
7758/2021/PFT	Creation Homes (Qld) Pty Ltd	12 Canary Street, Ripley	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8326/2021/PFT	JKW Constructions	67 Boyland Way, Ripley	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8362/2021/PFT	Coral Homes QLD Pty Ltd	7 Frederick Lane, Deebling Heights	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8384/2021/PFT	Sekisui House Services QLD Pty Ltd	13 Archibald Street, Ripley	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8366/2021/PFT	Bella QLD Properties Pty Ltd	8 Shearer Court, Ripley	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8405/2021/PFT	Clarendon Homes QLD Pty Ltd	63 Carbeen Circuit, Springfield	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8389/2021/PFT	Homes By CMA	50 Watheroo Street, South Ripley	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8365/2021/PFT	GMA Certification Group	42 Bowerbird Street, Deebling Heights	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8401/2021/PFT	Ultra Living Homes	29 Simpatico Street, Ripley	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8396/2021/PFT	Domaine Homes (Qld) Pty Ltd	49 Cowie Street, Deebling Heights	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8460/2021/PFT	Building Certification Group	1 Shearer Court, Ripley	Single Dwelling	29/04/2021	Approved	Plumbing Inspector
8418/2021/PFT	Fortitude Homes Pty Ltd	72 Blackberry Way, Ripley	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8413/2021/PFT	Fortitude Homes Pty Ltd	154 Andy Way, Deebling Heights	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8469/2021/PFT	Pacific Approvals Pty Ltd	65 Locke Crescent, Redbank Plains	Single Dwelling	29/04/2021	Approved	Plumbing Inspector
8467/2021/PFT	DTZ Building Design Pty Ltd	2A Elmore Street, Redbank Plains	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
8487/2021/PFT	Approveit Building Certification Pty Ltd	12 Cressbrook Circuit, Deebling Heights	Single Dwelling	30/04/2021	Approved	Plumbing Inspector
8481/2021/PFT	Homes By CMA	16 Southwood Street, South Ripley	Single Dwelling	30/04/2021	Approved	Plumbing Inspector
8495/2021/PFT	Sandsky Developments Pty Ltd	17 Kevin Mulroney Drive, Flinders View	Single Dwelling	30/04/2021	Approved	Plumbing Inspector
8478/2021/PFT	Checkpoint Building Surveyors	61 Boyland Way, Ripley	Single Dwelling	29/04/2021	Approved	Plumbing Inspector
8519/2021/PFT	DTZ Building Design Pty Ltd	29 Macadamia Street, Redbank Plains	Single Dwelling	04/05/2021	Approved	Plumbing Inspector
8514/2021/PFT	Pivotal Homes Pty Ltd	69 Caladenia Street, Deebling Heights	Single Dwelling	05/05/2021	Approved	Plumbing Inspector
8500/2021/PFT	Hallmark Homes Pty Ltd	56 Caladenia Street, Deebling Heights	Single Dwelling	30/04/2021	Approved	Plumbing Inspector
8661/2021/PFT	Ingenious Homes	70 Sunbird Drive, Redbank Plains	Single Dwelling	04/05/2021	Approved	Plumbing Inspector
8712/2021/PFT	Ingenious Homes Pty Ltd	4 Southwood Street, South Ripley	Single Dwelling	05/05/2021	Approved	Plumbing Inspector
8653/2021/PFT	Sekisui House Services QLD Pty Ltd	10 Archibald Street, Ripley	Single Dwelling	04/05/2021	Approved	Plumbing Inspector
8743/2021/PFT	Sandsky Developments Pty Ltd	14 Mia Street, Flinders View	Single Dwelling	05/05/2021	Approved	Plumbing Inspector
8735/2021/PFT	Meticon Homes Pty Ltd	1 Mulgara Street, Deebling Heights	Single Dwelling	05/05/2021	Approved	Plumbing Inspector
8822/2021/PFT	Sekisui House Services QLD Pty Ltd	10 Tonelli Lane, Ripley	Single Dwelling	06/05/2021	Approved	Plumbing Inspector
8823/2021/PFT	Sekisui House Services QLD Pty Ltd	12 Tonelli Lane, Ripley	Single dwelling	06/05/2021	Approved	Plumbing Inspector
8826/2021/PFT	Sekisui House Services QLD Pty Ltd	14 Tonelli Lane, Ripley	Single dwelling	07/05/2021	Approved	Plumbing Inspector
8816/2021/PFT	Sekisui House Services QLD Pty Ltd	8 Tonelli Lane, Ripley	Single Dwelling	06/05/2021	Approved	Plumbing Inspector
8842/2021/PFT	Approveit Building Certification Pty Ltd	34 Macadamia Street, Redbank Plains	Single Dwelling	07/05/2021	Approved	Plumbing Inspector
8849/2021/PFT	Hotondo Homes Jimboomba	46 Caladenia Street, Deebling Heights	Single Dwelling	10/05/2021	Approved	Plumbing Inspector
8964/2021/PFT	Sandsky Developments Pty Ltd	28 Callistemon Crescent, Deebling Heights	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
8946/2021/PFT	TJB Building Certifiers	43 Caladenia Street, Deebling Heights	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
8950/2021/PFT	Stroud Homes Lockyer Valley	28 Macadamia Street, Redbank Plains	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
8915/2021/PFT	Creation Homes (Qld) Pty Ltd	9 Salsa Street, Ripley	Single Dwelling	20/05/2021	Approved	Plumbing Inspector

DIVISION 1						
Delegated Authority: 154 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
8941/2021/PFT	Creation Homes (Qld) Pty Ltd	7 Salsa Street, Ripley	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
8919/2021/PFT	Bold Properties	73 Boyland Way, Ripley	Single Dwelling	10/05/2021	Approved	Plumbing Inspector
8962/2021/PFT	Sandsky Developments Pty Ltd	42 Kevin Mulroney Drive, Flinders View	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9047/2021/PFT	Icertified Pty Ltd	4 Cambridge Way, Ripley	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9031/2021/PFT	Fortitude Homes Pty Ltd	50 Blackberry Way, Ripley	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9034/2021/PFT	Fortitude Homes Pty Ltd	13 Saffron Court, Ripley	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9039/2021/PFT	Platinum Building Approvals Pty Ltd	71 Sunbird Drive, Redbank Plains	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9185/2021/PFT	Desire Homes	71 Boyland Way, Ripley	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9173/2021/PFT	Clarendon Homes QLD Pty Ltd	85 Sunbird Drive, Redbank Plains	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9132/2021/PFT	FRD Homes	95 Sunbird Drive, Redbank Plains	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9121/2021/PFT	Pacific Approvals Pty Ltd	29 Locke Crescent, Redbank Plains	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9244/2021/PFT	Hallmark Homes Pty Ltd	41 William Street, Deebling Heights	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9246/2021/PFT	Privium Homes	64 Cressbrook Circuit, Deebling Heights	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9245/2021/PFT	TJB Building Certifiers	79 Caladenia Street, Deebling Heights	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9257/2021/PFT	Homes By CMA	74 Caladenia Street, Deebling Heights	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9237/2021/PFT	Sekisui House Services QLD Pty Ltd	20 Brigginsshaw Way, Ripley	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9239/2021/PFT	Professional Certification Group	69 Nectar Circuit, Redbank Plains	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9261/2021/PFT	Torsion Pty Ltd	25 Nectar Circuit, Redbank Plains	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9287/2021/PFT	Sekisui House Services QLD Pty Ltd	40A Joy Chambers Circuit, Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9296/2021/PFT	Sekisui House Services QLD Pty Ltd	40 Joy Chambers Circuit, Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9289/2021/PFT	Sekisui House Services QLD Pty Ltd	38A Joy Chambers Circuit, Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9299/2021/PFT	Sekisui House Services QLD Pty Ltd	38 Joy Chambers Circuit, Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9294/2021/PFT	Sandsky Developments Pty Ltd	8 Mia Street, Flinders View	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9277/2021/PFT	Homes By CMA	56 Sunbird Drive, Redbank Plains	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9283/2021/PFT	Homes By CMA	25 Maguire Street, Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9346/2021/PFT	Privium Homes	37 Tempo Drive, Ripley	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9351/2021/PFT	Meticon Homes Pty Ltd	96 Sunbird Drive, Redbank Plains	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9288/2021/PFT	Coral Homes QLD Pty Ltd	89 Sunbird Drive, Redbank Plains	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9284/2021/PFT	Meticon Homes Pty Ltd	17 Yarra Street, South Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9282/2021/PFT	Meticon Homes Pty Ltd	14 Severn Street, South Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9273/2021/PFT	Desire Homes	13 Severn Street, South Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9377/2021/PFT	Bartley Burns	49 Rice Road, Redbank Plains	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9363/2021/PFT	Platinum Building Approvals Pty Ltd	4 Carraba Street, Deebling Heights	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9406/2021/PFT	Fortitude Homes Pty Ltd	13 Macadamia Street, Redbank Plains	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9379/2021/PFT	Coral Homes QLD Pty Ltd	19 Severn Street, South Ripley	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9410/2021/PFT	Fortitude Homes Pty Ltd	19 Macintyre Street, South Ripley	Single Dwelling	19/05/2021	Approved	Plumbing Inspector
9412/2021/PFT	Fortitude Homes Pty Ltd	26 Macintyre Street, South Ripley	Single Dwelling	19/05/2021	Approved	Plumbing Inspector
9391/2021/PFT	Hallmark Homes Pty Ltd	60 Caladenia Street, Deebling Heights	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9365/2021/PFT	Bartley Burns	22 Yarra Street, South Ripley	Single Dwelling	19/05/2021	Approved	Plumbing Inspector
9383/2021/PFT	JDBA Certifiers	15 Severn Street, South Ripley	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9472/2021/PFT	Fortitude Homes Pty Ltd	12 Dinden Road, South Ripley	Single Dwelling	19/05/2021	Approved	Plumbing Inspector
9531/2021/PFT	Privium Homes	33 Tempo Drive, Ripley	Single Dwelling	20/05/2021	Approved	Plumbing Inspector
9488/2021/PFT	Sandsky Developments Pty Ltd	48 Caladenia Street, Deebling Heights	Single Dwelling	19/05/2021	Approved	Plumbing Inspector
9547/2021/PFT	Spectrum Homes QLD	12 Severn Street, South Ripley	Single Dwelling	20/05/2021	Approved	Plumbing Inspector

Item 11 / Attachment 1.

DIVISION 1						
Delegated Authority: 154 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
9550/2021/PFT	Henley Properties (Qld) Pty Ltd	6 Severn Street, South Ripley	Single Dwelling	20/05/2021	Approved	Plumbing Inspector
9466/2021/PFT	Sandsky Developments Pty Ltd	4 Mia Street, Flinders View	Single Dwelling	19/05/2021	Approved	Plumbing Inspector
9675/2021/PFT	Gallery Homes Pty Ltd	3 Darwinia Street, Springfield	Single Dwelling	21/05/2021	Approved	Plumbing Inspector
9605/2021/PFT	PB3 Building Certification Pty Ltd	16 Darwinia Street, Springfield	Single Dwelling	20/05/2021	Approved	Plumbing Inspector
9599/2021/PFT	Burbank Homes	94 Sunbird Drive, Redbank Plains	Single Dwelling	20/05/2021	Approved	Plumbing Inspector
9600/2021/PFT	Coral Homes QLD Pty Ltd	5 Severn Street, South Ripley	Single Dwelling	20/05/2021	Approved	Plumbing Inspector
9602/2021/PFT	Platinum Building Approvals Pty Ltd	11 Severn Street, South Ripley	Single Dwelling	20/05/2021	Approved	Plumbing Inspector
9768/2021/PFT	Hotondo Homes Jimboomba	55 Cowie Street, Deebling Heights	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9715/2021/PFT	Privium Homes	47 Tempo Drive, Ripley	Single Dwelling	21/05/2021	Approved	Plumbing Inspector
9728/2021/PFT	Creation Homes (Qld) Pty Ltd	90 Sunbird Drive, Redbank Plains	Single Dwelling	21/05/2021	Approved	Plumbing Inspector
9711/2021/PFT	Fluid Building Approvals	36 Carlos Street, Ripley	Single Dwelling	21/05/2021	Approved	Plumbing Inspector
9893/2021/PFT	Fortitude Homes Pty Ltd	152 Andy Way, Deebling Heights	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9882/2021/PFT	Fortitude Homes Pty Ltd	100 Andy Way, Deebling Heights	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9890/2021/PFT	Fortitude Homes Pty Ltd	3 Blackberry Way, Ripley	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9885/2021/PFT	Fortitude Homes Pty Ltd	8 Sable Street, Ripley	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9867/2021/PFT	Brighton Homes Queensland	76 Carpenter Drive, Ripley	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9877/2021/PFT	Platinum Building Approvals Pty Ltd	13 Macintyre Street, South Ripley	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9889/2021/PFT	Fortitude Homes Pty Ltd	34 Severn Street, South Ripley	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9871/2021/PFT	Australian Building Company Pty Ltd	15 Leafcutter Circuit, Ripley	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9872/2021/PFT	Henley Properties (Qld) Pty Ltd	19 Yarra Street, South Ripley	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
7300/2021/PPC	ACOR Consultants (Qld) Pty Ltd	14 Sunbird Drive, Redbank Plains	Vet Hospital fit-out and Tradewaste Drainage to Tenancy's 3 and 4	28/04/2021	Approved	Plumbing Inspector
8879/2021/PPC	Triple L Consultants	183-199 Kruger Parade, Redbank Plains	Installation of provisional grease trap and provisional drainage points for tenancies T10 – T15	24/05/2021	Approved	Plumbing Inspector
9187/2021/PPC	East Coast Hydraulics Pty Ltd	676-722 Ripley Road, Ripley	Tenancy Fitout - Krave Kebab	21/05/2021	Approved	Plumbing Inspector
5713/2021/PPR	Silkwood Homes Pty Ltd	11 Salsa Street, Ripley	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
6276/2021/PPR	Kp Building Approvals	25 Gloucester Drive, Deebling Heights	Single Dwelling - Onsite	24/05/2021	Approved	Plumbing Inspector
6406/2021/PPR	Chilton Woodward & Associates	67 Cascade Street, Raceview	Single Dwelling - Retirement Village (Lot 134)	13/05/2021	Approved	Plumbing Inspector
6405/2021/PPR	Chilton Woodward & Associates	501/67 Cascade Street, Raceview	Single Dwelling - Retirement Village (Lot 135)	13/05/2021	Approved	Plumbing Inspector
6401/2021/PPR	Chilton Woodward & Associates	501/67 Cascade Street, Raceview	Single Dwelling - Retirement Village (Lot 133)	13/05/2021	Approved	Plumbing Inspector
6398/2021/PPR	Chilton Woodward & Associates	501/67 Cascade Street, Raceview	Single Dwelling - Retirement Village (Lot 128)	13/05/2021	Approved	Plumbing Inspector
6399/2021/PPR	Chilton Woodward & Associates	501/67 Cascade Street, Raceview	Single Dwelling - Retirement Village (Lot 129)	13/05/2021	Approved	Plumbing Inspector
7893/2021/PPR	Silkwood Homes Pty Ltd	14 Sable Street, Ripley	Community Residence - NDIS	11/05/2021	Approved	Plumbing Inspector
8269/2021/PPR	Mr Neville Mervyn Chesterton	17 Junwood Court, Deebling Heights	Replacement of the Treatment Plant Tank	28/04/2021	Approved	Plumbing Inspector
8239/2021/PPR	Checkpoint Building Surveyors	19 Edinburgh Street, Ripley	Single Dwelling and Secondary Dwelling	28/04/2021	Approved	Plumbing Inspector
8357/2021/PPR	GMA Certification Group	15 Archibald Street, Ripley	Duplex	29/04/2021	Approved	Plumbing Inspector
8463/2021/PPR	Coopers Rd Properties Pty Ltd	15 Coopers Road, Willowbank	Relocatable Home (Site 52)	05/05/2021	Approved	Plumbing Inspector
8461/2021/PPR	Pacific Approvals Pty Ltd	68 Kevin Mulroney Drive, Flinders View	Single Dwelling and Secondary Dwelling	29/04/2021	Approved	Plumbing Inspector
8772/2021/PPR	FRD Homes Pty Ltd	3 Georgia Street, Flinders View	Duplex	07/05/2021	Approved	Plumbing Inspector
8819/2021/PPR	Pacific Approvals Pty Ltd	64 Kevin Mulroney Drive, Flinders View	Single Dwelling with Secondary Dwelling	11/05/2021	Approved	Plumbing Inspector
9264/2021/PPR	The Landscape Construction Company	100 Cedar Road, Redbank Plains	Proposed Toilet Block	24/05/2021	Approved	Plumbing Inspector
9393/2021/PPR	Pacific Approvals Pty Ltd	60 Kevin Mulroney Drive, Flinders View	Single (Auxiliary) Dwelling	18/05/2021	Approved	Plumbing Inspector
950/2018/SSP/A	ONF Surveyors and Clark Town Planning	18 Shirley Street, Redbank Plains	Lots 1-4 on SP310049	29/04/2021	Approved	Senior Development Planning Compliance Officer
9035/2019/SSPRV/A	Defence Housing Australia	15 Aulds Road, Ripley	Lots 109-112, 403-420, 427-440, 446-451, 503-507, 801 & 1001 on SP313802	13/05/2021	Approved	Senior Development Planning Compliance Officer
8736/2017/SSPRV/F	Ripley Road Land Investments Pty Ltd	7001 Trigona Drive, Ripley	Lots 501-568, 901 and 5000 on SP317868	07/05/2021	Approved	Senior Development Planning Compliance Officer

DIVISION 2						
Delegated Authority: 55 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
12032/2020/ADP	Douglas Construction & Engineering	28 Technology Drive, Augustine Heights	Area Development Plan - Indoor Recreation (Gymnasium) and Commercial Premises	17/05/2021	Approved	Development Assessment East Manager
1135/2018/ADP/A	Mirvac Real Estate Pty Ltd	1 Main Street, Springfield Central	Amendment to Area Development Plan for Stage 2 Orion Springfield Central	10/05/2021	Approved	Senior Planner (Development)
8685/2021/BORIST	Mrs Kate Ashleigh Johns and Mr Peter William Johns	16 Raynuha Way, Brookwater	Building over or near a stormwater drain - Swimming Pool	21/05/2021	Approved	Engineering Delivery East Manager
7243/2021/BR	Building Certification Consultants Pty Ltd	34 Wilson Drive, Camira	Siting Variation - Dwelling Extension	18/05/2021	Approved	Building Regulatory Officer
7253/2021/BR	Titan Enterprises (Qld) Pty Ltd	7 Berkeley Circuit, Bellbird Park	Siting Variation - Carport	11/05/2021	Approved	Building Regulatory Officer
7549/2021/BR	Professional Certification Group	169 Lakeside Avenue, Springfield Lakes	Demolition of a Dwelling and Swimming Pool	05/05/2021	Approved	Building Regulatory Officer
7463/2021/BR	Pronto Building Approvals	26 Salomon Court, Goodna	Siting Variation - Patio Roof	10/05/2021	Approved	Building Regulatory Officer
8400/2018/LDR/A	Lendlease Communities (Springfield) Pty Ltd	7003 Dublin Avenue, Spring Mountain	Legal Document Request - SP303737	21/05/2021	Approved	Senior Development Planning Compliance Officer
3874/2007/MAMC/A	Frucor Suntory Pty Ltd	6 Krypton Court, Carole Park	Minor Change - General Industry	11/05/2021	Approved	Development Assessment East Manager
6835/2021/OD	Urbis	314-318 Old Logan Road, Camira	Advertising Device - Replacement of Existing Caltex Signage	29/04/2021	Approved	Development Assessment East Manager
4534/2021/OW	Vital Chemical Pty Ltd	304 Brisbane Terrace, Goodna	Stormwater	19/05/2021	Approved	Engineering Delivery East Manager
6232/2021/OW	Engineering Applications Pty Ltd	1-35 Cobalt Street, Carole Park	Stormwater	07/05/2021	Approved	Engineering Delivery East Manager
7636/2021/PFT	Henley Properties (Qld) Pty Ltd	11 Deeside Court, Spring Mountain	Single Dwelling	07/05/2021	Approved	Plumbing Inspector
8254/2021/PFT	TJB Building Certifiers Pty Ltd	60 Turnberry Way, Brookwater	Single Dwelling	29/04/2021	Approved	Plumbing Inspector
8399/2021/PFT	Achievement Homes	3 Deeside Court, Spring Mountain	Single Dwelling	04/05/2021	Approved	Plumbing Inspector
8359/2021/PFT	Silkwood Homes Pty Ltd	31 Morgan Street, Bellbird Park	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8433/2021/PFT	Privium Homes	428 Grande Avenue, Spring Mountain	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8432/2021/PFT	Privium Homes	430 Grande Avenue, Spring Mountain	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8443/2021/PFT	Privium Homes	5 Songlark Crescent, Springfield	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8436/2021/PFT	Australian Building Approvals	17 Lunar Circuit, Spring Mountain	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8483/2021/PFT	The Certifier	45 Kincaig Circuit, Spring Mountain	Single Dwelling	30/04/2021	Approved	Plumbing Inspector
8465/2021/PFT	G.W. Enterprises Pty Ltd	183 Happy Jack Drive, Bellbird Park	Single Dwelling	29/04/2021	Approved	Plumbing Inspector
8512/2021/PFT	Sunstar Homes	92 Dublin Avenue, Spring Mountain	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
8737/2021/PFT	Mr Doug Wright	14 Rodeo Street, Spring Mountain	Single Dwelling	05/05/2021	Approved	Plumbing Inspector
8815/2021/PFT	Triflex Homes	1 Broxburn Circuit, Spring Mountain	Single Dwelling	06/05/2021	Approved	Plumbing Inspector
8859/2021/PFT	Pacific Approvals Pty Ltd	37 Champions Crescent, Brookwater	Single Dwelling	07/05/2021	Approved	Plumbing Inspector
8893/2021/PFT	Henley Properties (Qld) Pty Ltd	25 Bathgate Close, Spring Mountain	Single Dwelling	10/05/2021	Approved	Plumbing Inspector
9004/2021/PFT	Ingenious Homes	73 Sierra Drive, Spring Mountain	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
8956/2021/PFT	TJB Building Certifiers	4 Deeside Court, Spring Mountain	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
8938/2021/PFT	Ingenious Homes	27 Aquinas Street, Augustine Heights	Single Dwelling	10/05/2021	Approved	Plumbing Inspector
8918/2021/PFT	Ingenious Homes	37 Aquinas Street, Augustine Heights	Single Dwelling	10/05/2021	Approved	Plumbing Inspector
8916/2021/PFT	Ingenious Homes	7 Catherine Street, Augustine Heights	Single Dwelling	10/05/2021	Approved	Plumbing Inspector
9014/2021/PFT	Ingenious Homes	1 Catherine Street, Augustine Heights	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9011/2021/PFT	Ingenious Homes	12 Haddington Place, Spring Mountain	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9005/2021/PFT	Ingenious Homes	39 Aberdeen Circuit, Spring Mountain	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
8975/2021/PFT	Ingenious Homes	25 Aquinas Street, Augustine Heights	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9068/2021/PFT	Ingenious Homes	75 Sierra Drive, Spring Mountain	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9049/2021/PFT	GW Enterprises Pty Ltd	416 Grande Avenue, Spring Mountain	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9052/2021/PFT	Privium Homes	420 Grande Avenue, Spring Mountain	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9252/2021/PFT	Coral Homes QLD Pty Ltd	71 Roberts Crescent, Bellbird Park	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9256/2021/PFT	Platinum Building Approvals Pty Ltd	468 Grande Avenue, Spring Mountain	Single Dwelling	17/05/2021	Approved	Plumbing Inspector

DIVISION 2						
Delegated Authority: 55 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
9255/2021/PFT	Platinum Building Approvals Pty Ltd	470 Grande Avenue, Spring Mountain	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9250/2021/PFT	Platinum Building Approvals Pty Ltd	472 Grande Avenue, Spring Mountain	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9251/2021/PFT	Platinum Building Approvals Pty Ltd	474 Grande Avenue, Spring Mountain	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9292/2021/PFT	Henley Properties (Qld) Pty Ltd	71A Addison Road, Camira	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9364/2021/PFT	TJB Building Certifiers	50 Roberts Crescent, Bellbird Park	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9781/2021/PFT	Cj Homes Pty Ltd	6 Stellar Street, Spring Mountain	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
9717/2021/PFT	Insignia Homes	25 Ignatius Street, Augustine Heights	Single Dwelling	21/05/2021	Approved	Plumbing Inspector
11683/2020/PID/A	Department of State Dev, Infrastructure & Planning	2 Alesana Drive, Bellbird Park	Proposed Amendment to Infrastructure Designation	12/05/2021	Approved	Development Assessment East Manager
2021/2021/PPC	Hydraulic Designs Queensland	22 Magnolia Drive, Brookwater	Office and Childcare Building	07/05/2021	Approved	Plumbing Inspector
6753/2021/PPC	Aqualogical	16-30 Springfield Parkway, Springfield	Replacement of Grease Aresstor& One Provisional Tradewaste Point	05/05/2021	Approved	Plumbing Inspector
7303/2021/PPC	BRW Hydraulics Pty Ltd	95 Southern Cross Circuit, Springfield Central	Childcare Centre	18/05/2021	Approved	Plumbing Inspector
7744/2021/PPR	Palladio Homes Pty Ltd	104 Roberts Crescent, Bellbird Park	Installation of Sanitary Drainage	29/04/2021	Approved	Plumbing Inspector
7743/2021/PPR	Palladio Homes Pty Ltd	112 Roberts Crescent, Bellbird Park	Installation of Sanitary Drainage	29/04/2021	Approved	Plumbing Inspector
8970/2021/PPR	Prostart Plumbing Pty Ltd	12 Hogan Street, Gales	Secondary Dwelling	19/05/2021	Approved	Plumbing Inspector

Item 11 / Attachment 1.

DIVISION 3						
Delegated Authority: 67 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
4618/2021/BR	Mr/Ms Kim Pound	30 Bassili Drive, Collingwood Park	Siting Variation - Carport	10/05/2021	Approved	Building Regulatory Officer
6052/2021/BR	Integrated Building Certification	23 Omar Street, West Ipswich	Siting Variation - Carport	07/05/2021	Approved	Building Regulatory Officer
6357/2021/BR	Titan Enterprises Pty Ltd	6 Mcbay Street, Collingwood Park	Siting Variation - Carport	29/04/2021	Approved	Building Regulatory Officer
6754/2021/BR	Mr Peter John Hauck and Mrs Pamela Joan Hauck	23 Knight Avenue, Silkstone	Siting Variation - Carport	05/05/2021	Approved	Building Regulatory Officer
6774/2021/BR	Construct 81	41 McGill Street, Basin Pocket	Siting Variation - Shed & attached carport	04/05/2021	Approved	Building Regulatory Officer
6993/2021/BR	Project BA	11 Pring Street, Ipswich	Amenity and Aesthetics - Demolition of Dwelling and Shed/Carport	06/05/2021	Approved	Building Regulatory Officer
7193/2021/BR	Project Ba	48 Nimmo Street, North Booval	Siting Variation - Patio	12/05/2021	Approved	Building Regulatory Officer
7317/2021/BR	Mrs Nicole Anne Hogg	4 Otley Street, East Ipswich	Siting Variation - Dwelling	10/05/2021	Approved	Building Regulatory Officer
7628/2021/BR	QSI	8A Kendall Street, East Ipswich	Amenity and Aesthetics/Siting Variation - Shed	10/05/2021	Approved	Building Regulatory Officer
8071/2021/BR	Capital Building Approvals	185 Brisbane Road, Booval	Amenity and Aesthetics - Demolition of a Dwelling	17/05/2021	Approved	Building Regulatory Officer
8723/2021/BR	Chris Gratton Sheds	3 Kitchener Street, Booval	Amenity and Aesthetics - Carport	24/05/2021	Approved	Building Regulatory Officer
5701/2021/CA	Walker Corporation Pty Ltd	18 Ashburn Road, Bundamba	Reconfiguring a Lot - One (1) Lot into Four (4) Lots, New Road and Access Easement Material Change of Use - Business Use (Three (3) Fast Food Premises and One (1) Car Wash) and Service/Trades Use/General Industry/Vehicle Sales Premises	20/05/2021	Approved	Development Assessment Central Manager
8373/2021/EXC	Mr Adrian Francis Tyrrell	87 Sunnygold Street, Collingwood Park	Exemption Certificate - Material Change of Use (Single Residential in a Development Constraints Overlay (Overland Flowpath))	05/05/2021	Approved	Development Assessment East Manager
10103/2019/LDR/A	Walker Corporation Pty Ltd	7002 Hume Drive, Bundamba	Legal Document Request - Creation of Easement on SP325701	21/05/2021	Approved	Senior Development Planning Compliance Officer
3189/2016/MAEXT/A	Mr Paul Joseph Browne	17 Heather Street, Silkstone	Extension to Currency Period Application - Multiple Residential (Aged Care Facility)	27/04/2021	Approved	Development Assessment Central Manager
1587/2011/MAEXT/C	Mr Xiao Dong Zhang	8 Brisbane Road, Redbank	Extension to Currency Period Application - - Multiple Residential (9 Units)	20/05/2021	Approved	Development Assessment East Manager
850/2011/MAMC/B	Ausco Modular Pty Ltd	63 River Road, Redbank	Minor Change Application - Service/Trades Use (Storage & Maintenance Yard)	18/05/2021	Approved	Development Assessment East Manager
9028/2018/MAMC/A	Graphic Building Company Pty Ltd	201 Brisbane Road, Booval	Minor Change Application - Material Change of Use - Business Use (Professional Office and Medical Centre)	04/05/2021	Approved	Senior Planner (Development)
2451/2018/MAMC/A	JTCO Pty Ltd	7001 Ashton Avenue, Redbank	Minor Change - Road Work, Stormwater and Earthworks	11/05/2021	Approved	Engineering Delivery East Manager
1776/2020/MCU	Mr Craig John Cardinal and Mrs Berlinda Joy Cardinal	9 Horan Street, Woodend	Material Change of Use - Community Use (Childcare Centre)	05/05/2021	Approved	Development Assessment Central Manager
8265/2021/MCU	PB3 Building Certification Pty Ltd	39A Lusitania Street, Newtown	Material Change of Use - Single Dwelling in a Character Zone	06/05/2021	Approved	Senior Planner (Development)
8288/2021/MCU	Baird & Hayes Surveyors And Town Planners	13 Mill Street, Booval	Material Change of Use - Single Residential within a Development Constraints Overlay (OV3 - Mining)	04/05/2021	Approved	Senior Planner (Development)
5838/2021/OD	Strickland Certifications Pty Ltd	40 Woodend Road, Woodend	Carrying out building work not associated with a material change of use - Extension to a Single Residential in a Character Zone	29/04/2021	Approved	Senior Planner (Development)
7830/2021/OD	Mrs Kirsten Ann Fenn	48A Moffatt Street, Ipswich	Carrying out building work not associated with a material change of use - Extension to a Single Residential in a Character Zone (Proposed Deck and Awning)	06/05/2021	Approved	Senior Planner (Development)
8785/2021/OD	Construct 81	17 Olmai Avenue, Eastern Heights	Building Work not Associated with a MCU - Carport	19/05/2021	Approved	Senior Planner (Development)
9368/2021/OD	Mr Brian David Semmens	1 Macalister Street, Ipswich	Carrying out building work not associated with a material change of use - Extension to a Single Residential in a Character Zone (Pergola)	20/05/2021	Approved	Senior Planner (Development)
10403/2020/OW	J & P Richardson	2 Hume Drive, Bundamba	Rate 3 Streetlighting - Citiswich Stage 3D	04/05/2021	Approved	Engineering Delivery East Manager
12783/2020/OW	Jackal Renewables Pty Ltd	149 Rhondda Road, New Chum	Road Work, Stormwater & Earthworks	07/05/2021	Approved	Engineering Delivery East Manager
6628/2021/OW	Stantec	14 Hume Drive, Bundamba	Driveway, Stormwater and Earthworks	17/05/2021	Approved	Engineering Delivery East Manager
7295/2021/OW	Acquaco Design	150 Weedman Street, Redbank	Earthworks	21/05/2021	Approved	Engineering Delivery East Manager
8006/2021/OW	JTCO Pty Ltd	7001 Ashton Avenue, Redbank	Earthworks & Clearing Vegetation	11/05/2021	Approved	Engineering Delivery East Manager
8749/2021/OW	Canberra Estates Consortium No. 36 Pty Ltd	7001 Collingwood Drive, Collingwood Park	Earthworks and Clearing Vegetation - Woodlinks Stage 22	20/05/2021	Approved	Engineering Delivery East Manager
407/2021/PFT	Prostart Plumbing Pty Ltd	20A Merrell Street, East Ipswich	Single Dwelling	04/05/2021	Approved	Plumbing Inspector
5011/2021/PFT	Total Building Consult (Tbc)	7 Soe Street, Redbank	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
8322/2021/PFT	NJH Plumbing Pty Ltd	25 Law Street, Bundamba	Single Dwelling	11/05/2021	Approved	Plumbing Inspector

DIVISION 3						
Delegated Authority: 67 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
8391/2021/PFT	Stroud Homes Brisbane West	5 Orbell Court, Leichhardt	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8484/2021/PFT	Checkpoint Building Surveyors	9 Forbes Court, Collingwood Park	Single Dwelling	30/04/2021	Approved	Plumbing Inspector
8761/2021/PFT	Sekisui House Services QLD Pty Ltd	84 Honeysuckle Drive, Ripley	Single Dwelling	05/05/2021	Approved	Plumbing Inspector
8789/2021/PFT	Sekisui House Services QLD Pty Ltd	78 Honeysuckle Drive, Ripley	Single Dwelling	05/05/2021	Approved	Plumbing Inspector
8800/2021/PFT	Hallmark Homes Pty Ltd	6 Coram Court, Collingwood Park	Single Dwelling	06/05/2021	Approved	Plumbing Inspector
8811/2021/PFT	PB3 Building Certification Pty Ltd	39A Lusitania Street, Newtown	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
8795/2021/PFT	Sekisui House Services QLD Pty Ltd	82 Honeysuckle Drive, Ripley	Single Dwelling	06/05/2021	Approved	Plumbing Inspector
8803/2021/PFT	Torsion Pty Ltd	21 Parsons Street, Collingwood Park	Single Dwelling	06/05/2021	Approved	Plumbing Inspector
8845/2021/PFT	Mr Isaac Joel Mann and Ms Emily Sharleen Betts	71 Sunnyside Street, Collingwood Park	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9106/2021/PFT	Homes By CMA	38 Quartz Crescent, Collingwood Park	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9128/2021/PFT	DTZ Building Design Pty Ltd	33A Doyle Street, Silkstone	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9145/2021/PFT	Sekisui House Services QLD Pty Ltd	17 Andreas Way, Ripley	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9211/2021/PFT	FRD Homes	26 Andreas Way, Ripley	Single dwelling	13/05/2021	Approved	Plumbing Inspector
9253/2021/PFT	Tribeca Homes Pty Ltd	23 Tulipwood Street, Collingwood Park	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9249/2021/PFT	Privium Homes	87 Sunnyside Street, Collingwood Park	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
9279/2021/PFT	FRD Homes	1 Andreas Way, Ripley	Single Dwelling	17/05/2021	Approved	Plumbing Inspector
9409/2021/PFT	Bella QLD Properties Pty Ltd	21 Forbes Court, Collingwood Park	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9716/2021/PFT	Pivotal Homes Pty Ltd	75 Sunnyside Street, Collingwood Park	Single Dwelling	21/05/2021	Approved	Plumbing Inspector
9870/2021/PFT	Pivotal Homes Pty Ltd	81 Sunnyside Street, Collingwood Park	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
1718/2021/PPC	WSP	1 Kallara Avenue, Ipswich	Ipswich Hospital Redevelopment - Stage 1A	24/05/2021	Approved	Plumbing Inspector
5734/2021/PPC	BRW Hydraulics Pty Ltd	22 Byrne Street, Bundamba	Fire Hydrant Upgrade Works	21/05/2021	Approved	Plumbing Inspector
8089/2021/PPC	Stantec	14 Hume Drive, Bundamba	Refurbishment of warehouse - Stage 2 all internal work	11/05/2021	Approved	Plumbing Inspector
8315/2021/PPC	Chandler Projects	8 Drysdale Crescent, Bundamba	New Childcare Centre	06/05/2021	Approved	Plumbing Inspector
8395/2021/PPC	Moreton Hydraulic Service	1/169 Brisbane Street, Ipswich	Cake Shop Tenancy	19/05/2021	Approved	Plumbing Inspector
8477/2021/PPC	Plumbing Design & Drafting	209A Westphalen Drive, Riverview	Tenancy Fitout - Viet	06/05/2021	Approved	Plumbing Inspector
5166/2021/PPR	GMA Certification Group	24 Forbes Court, Collingwood Park	Community Residence	29/04/2021	Approved	Plumbing Inspector
6769/2021/PPR	Aushomes Pty Ltd	20 Moffatt Street, Ipswich	Community Residence	28/04/2021	Approved	Plumbing Inspector
8438/2021/PPR	GMA Certification Group	2 Elijah Crescent, Redbank	Single Dwelling and Secondary Dwelling	04/05/2021	Approved	Plumbing Inspector
8434/2021/PPR	Aushomes Pty Ltd	10 Larsen Street, Leichhardt	Community Residence	04/05/2021	Approved	Plumbing Inspector
12693/2020/RAL	Mr Brad Bulow and Ms Karlie Anne Bulow	91 Gladstone Road, Coalfalls	Reconfiguring a Lot - One (1) lot into Four (4) lots & Creation of Access Easement	18/05/2021	Approved	Senior Planner (Development)
7533/2021/RAL	Ms Cassim Peer	6 Habben Court, Bundamba	Reconfiguring a Lot - One (1) Lot into Two (2) Lots	06/05/2021	Approved	Senior Planner (Development)
8308/2018/SSP/A	Typono Pty Ltd	3 Henderson Street, Redbank	Lots 1-7 on SP316571	30/04/2021	Approved	Senior Development Planning Compliance Officer

DIVISION 4						
Delegated Authority: 69 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
6368/2021/BR	Mr Gabriel Evan Thomas Stewart	6 Tarpan Court, Yamanto	Siting Variation - Dwelling Deck	04/05/2021	Approved	Building Regulatory Officer
6413/2021/BR	Fastrack Building Certification	10 Charles Street, Brassall	Siting Variation - Patio and Carport	29/04/2021	Approved	Building Regulatory Officer
7105/2021/BR	Bella QLD Properties Pty Ltd	4 Mckellar Street, Rosewood	Siting Variation - Dwelling	04/05/2021	Approved	Building Regulatory Officer
7209/2021/BR	Project Ba	43 Riverpark Drive, Karalee	Amenity and Aesthetics - Shed	13/05/2021	Approved	Building Regulatory Officer
7234/2021/BR	Australian Building Approvals	60 Caribou Drive, Brassall	Siting Variation - Dwelling	12/05/2021	Approved	Building Regulatory Officer
7359/2021/BR	Mr John Francis	6 Just Street, Rosewood	Amenity and Aesthetics - Shed	17/05/2021	Approved	Building Regulatory Officer
7635/2021/BR	Mr John Moman	6 Queen Street, Walloon	Amenity and Aesthetics - Removal of a Dwelling	05/05/2021	Approved	Building Regulatory Officer
8106/2021/BR	Mr Greg Dempster	6A Harvey Street, Churchill	Siting Variation - Dwelling	11/05/2021	Approved	Building Regulatory Officer
1682/2021/BW	Mr Braden Michael Kelly	7 Claus Road, Haigslea	Detached Shed	30/04/2021	Approved	Building Certifier
6889/2021/BW	Woodstock Demolition Pty Ltd	24 John Street, Rosewood	Demolition of Existing Beer Garden	18/05/2021	Approved	Building Certifier
11170/2020/CA	Wastehub Pty Ltd	145 Toongarra Road, Wulkuraka	Material Change of Use - Service Station Other Development - Advertising Device (Pylon Sign)	20/05/2021	Approved	Development Assessment West Manager
8643/2021/EXC	Titan Enterprises	1074 Ipswich Rosewood Road, Rosewood	Exemption Certificate - Carport in a Rural Zone	12/05/2021	Approved	Principal Planner
3394/2012/MAEXT/A	Fabcot Pty Ltd	6 Diamantina Boulevard, Brassall	Extension to Currency Period Application - MCU - Business Use, Medical Centre and Shop RAL - Eight (8) Lots into Five (5) Lots, access easement and new road	30/04/2021	Approved	Development Assessment Central Manager
2471/2016/MAEXT/A	Lipoma Pty Ltd	2 The Terrace, North Ipswich	Extension to Currency Period Application - Shopping Centre (Extension)	29/04/2021	Approved	Development Assessment Central Manager
3633/2015/MAMC/A	Lennium Group Pty Ltd	213 Taylors Road, Walloon	Minor Change - One (1) Lot into One Hundred (100) Lots and Four (4) Balance Lots	28/04/2021	Approved	Development Assessment Central Manager
9877/2017/MAMC/A	Yamanto Holdings Pty Ltd	22 Saleyards Road, Yamanto	Minor Change Application - Reconfigure a Lot - One hundred and ten (110) Lots into Six (6) Lots plus Road and Easement Operational Work - Bulk earthworks	29/04/2021	Approved	Development Assessment West Manager
10355/2019/MCU	LAT GP PTY LTD ATF LAT GP UNIT TRUST	266 Mt Crosby Road, Chuwar	Business Use (Service Station, Fast Food Premises and Non-Mechanical Car Wash) and Service/Trades Use (Mechanical Car Wash)	06/05/2021	Approved	Development Assessment East Manager
5507/2020/MCU	The Scouts Association Of Australia Queensland Bra	61 Allawah Road, Chuwar	Material Change of Use - Caretaker's Residence	12/05/2021	Approved	Development Assessment East Manager
6556/2020/MCU	N & S Dental Premises Pty Ltd	1 Powells Road, Yamanto	Material Change of Use - Business Use (Medical Centre - Dental Clinic)	06/05/2021	Refused	Development Assessment West Manager
6185/2021/MCU	Mr Kade Jeffrey Studley and Mrs Keryl-Anne Studley	13 Turnbull Road, Thagoona	Material Change of Use - Single Residential in a Rural A (Agricultural) Zone	18/05/2021	Approved	Senior Planner (Development)
7602/2021/MCU	Mr Paul Charles Arnell-Smith	110 Linnings Road, Haigslea	Material Change of Use - Dual Occupancy (Relatives Accommodation)	10/05/2021	Approved	Senior Planner (Development)
8485/2021/MCU	Checkpoint Building Surveyors	3A Simpson Street, North Ipswich	Material Change of Use - Single Residential in a Character Zone	13/05/2021	Approved	Senior Planner (Development)
8525/2021/MCU	Urban Planners Queensland	9 Honeysuckle Court, Walloon	Material Change of Use - Dual Occupancy (Relatives Accommodation)	13/05/2021	Approved	Senior Planner (Development)
8143/2021/OD	Mrs Louise Maree Rovera	8 Fitzgibbon Street, North Ipswich	Building work not associated with an MCU - Extension to a Character Dwelling	29/04/2021	Approved	Senior Planner (Development)
8648/2021/OD	CS Town Planning Services	2 The Terrace, North Ipswich	Operational Works - Advertising Devices (One (1) illuminated Fascia Sign, One (1) Digital Window Sign, and One (1) illuminated Wall Sign)	19/05/2021	Approved	Senior Planner (Development)
4633/2021/OW	J & P Richardson Industries	7001 Karrabin Rosewood Road, Rosewood	Rate 3 Streetlighting - Rosewood Green Stage 2A	07/05/2021	Approved	Engineering Delivery West Manager
4642/2021/OW	J & P Richardson Industries	7001 Karrabin Rosewood Road, Rosewood	Rate 3 Streetlighting - Rosewood Green Stage 2B	07/05/2021	Approved	Engineering Delivery West Manager
5609/2021/OW	Benchmark Group TC Pty Ltd	7001 Rohl Road, Walloon	Road Work, Stormwater, Drainage Work & Earthworks - Waterlea Stage 5C	04/05/2021	Approved	Engineering Delivery West Manager
8367/2021/PFT	Burbank Homes	22 Mary Crescent, Rosewood	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8371/2021/PFT	Approveit Building Certification Pty Ltd	55 Langland Circuit, Walloon	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8386/2021/PFT	Pacific Approvals Pty Ltd	21 Sprite Way, Brassall	Single Dwelling	27/04/2021	Approved	Plumbing Inspector
8452/2021/PFT	Privium Homes	16 Otto Street, Walloon	Single Dwelling	28/04/2021	Approved	Plumbing Inspector
8490/2021/PFT	Oracle Building Corporation Pty Ltd	2 Britten Street, Walloon	Single Dwelling	30/04/2021	Approved	Plumbing Inspector
8677/2021/PFT	Platinum Building Approvals Pty Ltd	6 Otto Street, Walloon	Single Dwelling	04/05/2021	Approved	Plumbing Inspector
8836/2021/PFT	Hotondo Homes Jimboomba	6A Harvey Street, Churchill	Single Dwelling	13/05/2021	Approved	Plumbing Inspector
8988/2021/PFT	Australian Building Approvals	32 Mirage Street, Brassall	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
8943/2021/PFT	Oracle Building Corporation Pty Ltd	39 Mary Crescent, Rosewood	Single Dwelling	10/05/2021	Approved	Plumbing Inspector
9082/2021/PFT	G&P Builders Pty Ltd	54 Stanton Cross Drive, Karalee	Single Dwelling	12/05/2021	Approved	Plumbing Inspector

DIVISION 4						
Delegated Authority: 69 Application/s						
Application No.	Applicant	Address	Description	Decision Date	Decision	Determining Authority
9037/2021/PFT	Australian Building Co. Pty Ltd	25 Langland Circuit, Walloon	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9041/2021/PFT	Privium Homes	27 Langland Circuit, Walloon	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9036/2021/PFT	Pacific Approvals Pty Ltd	11 Juniper Court, Brassall	Single Dwelling	11/05/2021	Approved	Plumbing Inspector
9120/2021/PFT	Pacific Approvals Pty Ltd	52 Sprite Way, Brassall	Single Dwelling	12/05/2021	Approved	Plumbing Inspector
9270/2021/PFT	Henley Properties	11 Rowning Court, Karalee	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9370/2021/PFT	Cornerstone Building Certification Pty Ltd	63 Langland Circuit, Walloon	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
9772/2021/PFT	Hallmark Homes Pty Ltd	63 Mackellar Way, Walloon	Single Dwelling	21/05/2021	Approved	Plumbing Inspector
9894/2021/PFT	Roberts Aspire Homes Pty Ltd	11 Sprite Way, Brassall	Single Dwelling	24/05/2021	Approved	Plumbing Inspector
11835/2020/PPC	East Coast Hydraulics Pty Ltd	488 Warwick Road, Yamanto	Tenancy 9 Fitout - Star Liquor	28/04/2021	Approved	Plumbing Inspector
7258/2021/PPC	Diametric Engineers	41A Albert Street, Rosewood	Auxiliary Fire and Rescue Station	29/04/2021	Approved	Plumbing Inspector
7547/2021/PPC	CVSG Asset Services	1 Rosewood Road, Amberley	Temporary Site Ablutions - Mess Renovation	30/04/2021	Approved	Plumbing Inspector
8888/2021/PPC	CC P&D Pty Ltd	1 Rosewood Road, Amberley	Replacement of Existing Fire Mains	19/05/2021	Approved	Plumbing Inspector
2973/2021/PPR	Aushomes Pty Ltd	61 Sarah Drive, Yamanto	Community Residence Building	11/05/2021	Approved	Plumbing Inspector
6943/2021/PPR	David Wright House Removers & Demolition	110 Linnings Road, Haigslea	Non-Sewered Secondary Dwelling	27/04/2021	Approved	Plumbing Inspector
7316/2021/PPR	Mr Desmond Lindsay Rinehart	9-19 Girral Road, Thagoona	On-Site Sewerage Facility Upgrade	28/04/2021	Approved	Plumbing Inspector
8165/2021/PPR	Ms Jesse Lee Witney and Mr Bailey James Bernard Mardel	14 Edmond Street, Marburg	On-Site Sewerage Facility Upgrade	27/04/2021	Approved	Plumbing Inspector
8464/2021/PPR	Pacific Approvals Pty Ltd	68 Caribou Drive, Brassall	Single Dwelling	18/05/2021	Approved	Plumbing Inspector
8480/2021/PPR	Oracle Building Corporation Pty Ltd	2 Parkdale Court, Chuwar	Non-Sewered Single Dwelling	18/05/2021	Approved	Plumbing Inspector
8488/2021/PPR	KNM Plumbing Pty Ltd	8 Gracemere Crescent, Pine Mountain	On-Site Sewerage Facility Upgrade	06/05/2021	Approved	Plumbing Inspector
8486/2021/PPR	KNM Plumbing Pty Ltd	113 Owens Street, Marburg	On-Site Sewerage Facility Upgrade	21/05/2021	Approved	Plumbing Inspector
8829/2021/PPR	Mr John Terry	43 Henry Road, Haigslea	Conversion from Composting WCs to HSTP	19/05/2021	Approved	Plumbing Inspector
8858/2021/PPR	FRD Homes Pty Ltd	93 Holroyd Street, Brassall	Single Dwelling with Secondary Dwelling	12/05/2021	Approved	Plumbing Inspector
8965/2021/PPR	TJB Building Certifiers	46-88 Tallegalla Two Tree Hill Road, Tallegalla	Single Dwelling - Onsite	24/05/2021	Approved	Plumbing Inspector
8969/2021/PPR	Pacific Approvals Pty Ltd	22 Jezebel Street, Rosewood	Single Dwelling with Secondary Dwelling	13/05/2021	Approved	Plumbing Inspector
8960/2021/PPR	Henley Properties (Qld) Pty Ltd	24 Paluma Place, Karalee	Single Dwelling - On-site	24/05/2021	Approved	Plumbing Inspector
10497/2020/RAL	Luke Leisemann Building Pty Ltd	52 Bourke Street, Brassall	Reconfiguring a Lot - One (1) Lot into Two (2) Lots	19/05/2021	Approved	Senior Planner (Development)
11225/2020/RAL	Mr Adam Edwards	44 Bourke Street, Brassall	Reconfiguring a Lot - One (1) Lot into Two (2) Lots	12/05/2021	Approved	Senior Planner (Development)
5877/2021/RAL	Mr Aaron Thomas David Smith and Mrs Jodi Lynne Page-Smith	18 Shelley Street, Brassall	One (1) Lot into Two (2) Lots	10/05/2021	Approved	Senior Planner (Development)
3105/2016/SSP/H	Mr Peter Barbaro	7001 Rohl Road, Walloon	Lots 305-307 & 813 on SP270678 (Stage 3D3)	19/05/2021	Approved	Senior Development Planning Compliance Officer
1604/2011/SSP/A	Mr Kenneth James Wheelhouse and Mrs Amanda Louise Wheelhouse	10 Rarma Street, Brassall	Lots 10-17 on SP316016	27/04/2021	Approved	Senior Development Planning Compliance Officer
7122/2020/SSP/A	Synergy Property Alliance	69-71 Oxley Drive, Barellan Point	Lots 1 & 2 on SP323007	21/05/2021	Approved	Senior Development Planning Compliance Officer



IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	25 May 2021
Assessment Made By	Development Planning Branch
Act/Decision Assessed	Decision to receive and note
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights.</p>

Item 11 / Attachment 2.

<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ■ identify each right ■ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments 'Guide: Nature and scope of the protected human rights'. Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p>	
	<input type="checkbox"/>	<p>Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</p>
	<input type="checkbox"/>	<p>Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be 'arbitrarily' deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</p>
	<input type="checkbox"/>	<p>Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</p>
	<input type="checkbox"/>	<p>Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn't be subject to conditions that violate individual dignity or exploit human productivity. Limitation: does not include service/work required under a court order, in an emergency or that is part of civil obligations.</p>
	<input type="checkbox"/>	<p>Freedom of movement (section 19) – every person lawfully in Queensland has the right to move freely within Queensland, enter or leave and choose where to live.</p>
	<input type="checkbox"/>	<p>Freedom of thought, conscious, religion and belief (section 20) – the right to develop autonomous thoughts and conscience, to think and believe what they want, to have or adopt a religion and to demonstrate religion or belief through worship, ritual, practice and teaching.</p>
	<input type="checkbox"/>	<p>Freedom of expression (section 21) – the right of all persons to hold an opinion without interference and to seek, receive and express information and ideas. The right encompasses seeking information from government (XYZ v Victorian Police [2010] VCAT 255)</p>
	<input type="checkbox"/>	<p>Peaceful assembly and freedom of association (section 22) – Right to gather together in order to exchange, give or receive information, to express views or to conduct a protest or demonstration. Limitation: only applies to peaceful assemblies.</p>
	<input type="checkbox"/>	<p>Taking part in public life (section 23) – the right of all persons to contribute to and exercise their voice in relation to the public life of the State. Ensures all persons have the opportunity to contribute to the political process and public governance. Includes right to vote and to be elected to public office. Limitation: Applies to 'eligible persons' (e.g. persons old enough to vote).</p>
<input type="checkbox"/>	<p>Property rights (section 24) – protects the right of all persons to own property (real and personal property) and to not be arbitrarily deprived of property. Limitation: cannot be 'arbitrarily' deprived of property (i.e. by conduct that is capricious, unpredictable or unjust).</p>	
<input type="checkbox"/>	<p>Privacy and reputation (section 25) – A person has the right not to have their privacy, family home or correspondence unlawfully or arbitrarily (capricious, unpredictable or unjust) interfered with. A person has the right not have the person's reputation unlawfully attacked. Limitation: cannot be unlawfully or arbitrarily interfered with.</p>	

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Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) – Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) – rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights – Aboriginal peoples and Torres Strait Islander peoples (section 28) – protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) – entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) – recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) – A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) – protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) – recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) – protects against double jeopardy – not to be taken to court or punished more than once for an offence they have already been convicted or acquitted.
	<input type="checkbox"/>	Retrospective criminal laws (section 35) – the right to not be found guilty of an offence for an action that was not an offence at the time it was committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) – right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) – right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

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<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p> <ul style="list-style-type: none">
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable (proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

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<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

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<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right – END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right – Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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Ipswich City Council is collecting your personal information for the purpose of fulfilling its functions, responsibilities and activities. For further information about how we manage personal information, to whom personal information could be disclosed and the laws that authorise or require the collection of personal information, please see Council's Privacy Statement and Personal Information Digest by visiting ipswich.qld.gov.au. Generally, we do not disclose your personal information outside of Council unless we are required by law to do so or you have given your consent. By completing and signing this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement, Information Digest and this collection notice.

Doc ID No: A7277263

ITEM: 12

SUBJECT: PLANNING AND ENVIRONMENT COURT ACTION STATUS REPORT

AUTHOR: MANAGER, DEVELOPMENT PLANNING

DATE: 20 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning a status update with respect to current Planning and Environment Court actions associated with development planning applications.

RECOMMENDATION/S

- A. That the report be received and the contents noted.
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.

RELATED PARTIES

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

ADVANCE IPSWICH THEME

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

DISCUSSION

Whilst this report outlines a specific list of development application related court actions, from time to time Council will be engaged in prosecutions relating to development offences and other matters. Owing to the nature of these prosecutions, these matters are not generally listed in the attached court action report. However substantial matters will be presented to the Growth and Infrastructure Committee using this report from time to time.

Other Matters

In relation to Appeals:

- 3473 of 2019 (Lantrak Property Holdings (Qld) Pty Ltd v Ipswich City Council),
- 4101 of 2019 (Cleanaway Solid Waste Pty Ltd v Ipswich City Council) and
- 912 of 2020 (Austin BMI Pty Ltd v Ipswich City Council),

The appeals are currently being heard in the Planning and Environment Court. Hearings commenced on 10 May 2021 and are expected to continue until early June. Members of the public are permitted to attend the sessions (provided they are not closed for confidential matters). The hearings are occurring in court room 33, Level 8 of the Supreme and District Court Building in Brisbane.

In relation to other waste applications:

- 5232/2019/MCU - Material Change of Use – Waste Activity Use involving Landfill for non-putrescible waste in the Ebenezer/Willowbank/Jeebropilly Waste Activity Area; Waste Activity involving a Waste Transfer Station (Special Industry) in the Ebenezer/Willowbank/Jeebropilly Waste Activity Area; Caretakers Residence x 3; and Environmentally Relevant Activity (ERA) - ERA 33, 60 & 62 (Bio-Recycle)

On 26 February 2021, the application 5232/2019/MCU was withdrawn at the request of the applicant (Bio-Recycle). As the application is not subject to an appeal, the application will not appear on the list and is mentioned in this section for information purposes only.

LEGAL/POLICY BASIS

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

Local Government Act 2009

Planning Act 2016

Planning and Environment Court Act 2016

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council;

a. to act or make a decision in a way that is not compatible with human rights; or

b. in making a decision, to fail to give proper consideration to a human right relevant to the decision.

Recommendation A states that the report be received and the contents noted. The decision to receive and note the report has been subject to a human rights analysis to ensure:

a. the decision to receive and note the report is compatible with human rights; and

b. to give proper consideration to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 2. The outcome of the human rights analysis is that the decision to receive and note the report is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

N/A



COMMUNITY AND OTHER CONSULTATION

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

CONCLUSION

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

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Planning and Environment Court Action Status Report ↓ 
2.	Human Rights Impact Assessment ↓ 

Anthony Bowles

MANAGER, DEVELOPMENT PLANNING

I concur with the recommendations contained in this report.

Peter Tabulo

GENERAL MANAGER, PLANNING AND REGULATORY SERVICES

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



PLANNING AND REGULATORY SERVICES

Court Action Status Report

Below is a list of Development Applications with open court appeals.

Total Number of Appeals - 13

(as at 25 May 2021)

DIVISION 1

Lantrak Property Holdings (Qld) Pty Ltd v Ipswich City Council

Register No:	153	Appeal Type:	Applicant Appeal	Appeal No:	3473 of 2019
Application No:	3343/2018/MCU	Property:	460-482 Ipswich Rosewood Road, Jeebropilly	Received Date:	25/9/2019
Applicant:	Lantrak Property Holdings (QLD) Pty Ltd				
Appeal Summary:	This is an applicant initiated deemed refusal appeal. The development application was for a new construction and demolition (non-putrescible) landfill facility. The due date for Council to make a decision was 13 September 2019 and the due date to issue the decision notice to the applicant was 20 September 2019. On 13 September 2019 the applicant refused Council's request for an extension of time for the decision period and subsequently lodged the deemed refusal appeal before Council was in a position to issue a decision.				
Status:	Trial commenced 10 May 2021. Matter currently being heard in the Planning and Environment Court.				

Fabcot Pty Ltd v Ipswich City Council

Register No:	157	Appeal Type:	Applicant Appeal	Appeal No:	4301 of 2019
Application No:	2269/2019/MCU	Property:	91 Raceview Street, Raceview	Received Date:	28/11/2019
Applicant:	Fabcot Pty Ltd				
Appeal Summary:	This is an applicant appeal against Council's decision to refuse an application for a Material Change of Use – Shopping Centre.				
Status:	Without prejudice discussions occurring. The next Court review is 31 May 2021				

Baycrown Pty Ltd v Ipswich City Council

Register No:	174	Appeal Type:	Originating Application	Appeal No:	293/2021
Application No:	249/2007/CA	Property:	187 Grampian Drive, Deebling Heights	Received Date:	5/2/2021
Applicant:	Mr David William Hilzinger and Malu Sands Pty Ltd				
Appeal Summary:	This is an Originating Application to make a change (Change Application) to the development approval granted via Consent Order (Court Appeal No. BD2016 of 2009) by the Planning and Environment on 13 May 2011.				
Status:	Applicants are negotiating with State Government regarding conditions. Next review date not yet determined.				

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DIVISION 1

R.J. Lang Nominees Pty Ltd v Ipswich City Council

Register No: 175 **Appeal Type:** Applicant Appeal **Appeal No:** 529/2021
Application No: 3749/2019/MCU **Property:** 189 Briggs Road, Flinders View **Received Date:** 8/3/2021
Applicant: RJ Lang Nominees Pty Ltd
Appeal Summary: This is an applicant appeal against two (2) conditions included in Council's approval given by negotiated decision notice dated 8 February 2021.
 The conditions being appealed relate to:
 Condition 11(b) - restriction on retail sales as part of Business Use (Trade Supplies Shop) to be limited to Trades people only and no retail sales to the general public.
 Condition 27 - the requirement to construct and upgrade the intersection of Briggs Road and Edwards Street.
Status: Awaiting directions

R.J. Lang Nominees Pty Ltd v Ipswich City Council

Register No: 176 **Appeal Type:** Applicant Appeal **Appeal No:** 530 of 2021
Application No: 3749/2019/MCU **Property:** 189 Briggs Road, Flinders View **Received Date:** 8/3/2021
Applicant: RJ Lang Nominees Pty Ltd
Appeal Summary: This is an applicant appeal against Infrastructure Charges Notice (ICN) issued by Council as part of negotiated decision notice dated 8 February 2021.
 The appellant claims that the ICN:
 contains an error relating to the application of the relevant adopted charge and an offset or refund;
 has no decision about an offset or refund; and
 charges are unreasonable
Status: Awaiting directions

Ipswich City Council v NuGrow

Register No: 180 **Appeal Type:** Applicant Appeal **Appeal No:** 3387 of 2020
Application No: 7213/2014/MAMC/A **Property:** Lot 3 Unnamed Road, Swanbank **Received Date:** 18/5/2021
Applicant: Nugrow Metro Pty Ltd
Appeal Summary: This is an originating application submitted with the Planning and Environment Court seeking an interim enforcement order requiring Nugrow to effectively manage stormwater, sediment and erosion and leachate on their site.
Status: Without Prejudice discussions ongoing. The matter is listed for review on 28 May 2021.

DIVISION 3

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DIVISION 3

Cleanaway Solid Waste Pty Ltd v Ipswich City Council

Register No:	156	Appeal Type:	Applicant Appeal	Appeal No:	4101 of 2019
Application No:	4502/2018/MCU	Property:	100 Chum Street, New Chum	Received Date:	14/11/2019
Applicant:	Cleanaway Solid Waste Pty Ltd				
Appeal Summary:	This is an applicant appeal against Council's decision to refuse a development application which sought to extend the life of an existing landfill facility by increasing the landfill height from the approved RL72 to RL85.				
Status:	Trial commenced 10 May 2021. Matter currently being heard in the Planning and Environment Court.				

Austin BMI Ltd CAN 164 204 308 v Ipswich City Council

Register No:	160	Appeal Type:	Applicant Appeal	Appeal No:	912 of 2020
Application No:	1149/2018/CA	Property:	191 Whitwood Road, New Chum	Received Date:	23/3/2020
Applicant:	Austin BMI Pty Ltd				
Appeal Summary:	This is an applicant initiated deemed refusal appeal. The development application was for a new construction and demolition (non-putrescible) landfill facility. The due date for Council to make a decision was 11 February 2020 and the due date to issue the decision notice to the applicant was 18 February 2020. On 4 February 2020 the applicant refused Council's request to extend the decision making period until 25 February 2020 and subsequently lodged the deemed refusal appeal before Council was in a position to issue a decision.				
Status:	Trial commenced 10 May 2021. Matter currently being heard in the Planning and Environment Court.				

Nguyen v Ipswich City Council

Register No:	164	Appeal Type:	Notice of Appeal	Appeal No:	1293 of 2020
Application No:	9945/2018/CA	Property:	40 Queen Street, Dinmore	Received Date:	1/5/2020
Applicant:	Mr Binh Nguyen				
Appeal Summary:	This is an appeal against a refusal issued by Council for reconfiguring a lot (Boundary realignment – six (6) lots into six (6) lots) and material change of use (building envelopes on proposed Lot 1 and 2). The application was refused, as the submitted mining reports did not adequately address the potential subsidence on the site and how the development can minimise risk to property, health and safety in relation to possible subsidence from past mining activities on the site. External Legal Contact: N/A at this time				
Status:	Judgment given on 13 May 2021. Matter finalised.				

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DIVISION 3

Edge Early Learning Holdings Pty Ltd v Ipswich City Council

Register No:	173	Appeal Type:	Notice of Appeal	Appeal No:	239 of 2021
Application No:	2488/2020/CA	Property:	99 Blackstone Road, Silkstone	Received Date:	29/1/2021
Applicant:	Edge Early Learning Pty Ltd				
Appeal Summary:	This is an applicant appeal against Council's decision to approve, subject to conditions, a material change of use for community use (child care centre) and reconfiguring a lot (four (4) into two (2) lots), specifically relating to Condition 20: Acoustic Design Management. The reasons for the Disputed Condition are an unreasonable imposition on the development or use of the Land and are not reasonably required by the development or use of the Land in relation to complying with the Acoustic Quality Objectives of the Environmental Protection (Noise) Policy 2019 by constructing a 3m high acoustic barrier which would be in direct conflict with the 2m height limit required in Condition 20(c) of the approval. The appellants believe that the Environmental Protection (Noise) Policy 2019 is an inappropriate standard by which the proposed development should be conditioned to comply with, particularly with reference to road noise.				
Status:	Final Orders obtained on 24 March 2021. Matter Finalised.				

DIVISION 4

L&P Bachmann Nominees Pty Ltd v Ipswich City Council

Register No:	167	Appeal Type:	Applicant Appeal	Appeal No:	2550 of 2020
Application No:	9579/2019/MCU	Property:	72-76 Junction Road, Karalee	Received Date:	8/9/2020
Applicant:	Plan A Town Planning Pty Ltd				
Appeal Summary:	This is an applicant appeal against Council's decision to refuse a development application for Business Use (Excluding Bulky Goods Sales, Hotel, Produce/Craft Market, Service Station, Shop and predominate use of premises for a skin penetrating activity other than acupuncture) at 72-76 Junction Road, Karalee.				
	The application was refused primarily on the basis of traffic/access and noise related matters.				
Status:	Without prejudice discussions ongoing. The matter is listed for review on 3 June 2021.				

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DIVISION 4

Fabcot Pty Ltd v Ipswich City Council

Register No:	172	Appeal Type:	Applicant Appeal – Originating Application	Appeal No:	3618 of 2020
Application No:	3394/2012/CA	Property:	19 Diamantina Boulevard, Brassall	Received Date:	18/12/2020
Applicant:	Fabcot Pty Ltd				
Appeal Summary:	<p>On 18 December 2020, the applicant lodged an originating application to the Planning and Environment Court Appeal seeking a ‘minor change’ to the development approval to adopt a revised roundabout design to access the development site which results in the removal of the properties located at 25 and 27 Diamantina Boulevard, Brassall from the approval. Notably, the development permit included 25 and 27 Diamantina Boulevard, Brassall (which are presently two (2) residential properties improved by a single residential dwelling on each site) to require a small portion of the sites frontages to facilitate part of the roundabout to access the centre. Upon further examination by the applicant, it was suggested that no road resumption requirements are necessary to facilitate for the roundabout to access the development site.</p> <p>The technical material to substantiate this determination is being reviewed by Council officers; however in the event that the traffic management and safety are not compromised, there is likely to be no objection to this change. It is further anticipated that the appellant will seek a further extension to the relevant period (beyond May 2021) following resolution of this design change to permit construction of the facility. Fabcot have indicated that they intend to proceed with construction once these matters are resolved.</p>				
Status:	Judgement obtained. Matter resolved.				

Fabcot Pty Ltd (ACN 002 960 983) v Ipswich City Council

Register No:	177	Appeal Type:	Notice of Appeal	Appeal No:	652 of 2021
Application No:	2992/2008/MAEXT/B	Property:	198-238 Fernvale Road, Brassall	Received Date:	22/3/2021
Applicant:	Fabcot Pty Ltd				
Appeal Summary:	<p>This is an appeal against a refusal to an extension to the currency period application based on the aspects of the development are in conflict with the current legislative framework that would apply to the development, if it were a new development. Specifically the State Planning Policy 2017 in relation to MSES – Wildlife Habitat for Koala classed as high value bushland and Schedule 10, Part 10, division 3 of the Planning Regulation 2017 (core koala habitat areas mapped on the site).</p>				
Status:	Matter listed for directions on 31 May 2021.				



IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	25 / 05 / 2021
Assessment Made By	Development Planning Branch
Act/Decision Assessed	Decision to Receive and Note
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights</p>

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<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ■ identify each right ■ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments 'Guide: Nature and scope of the protected human rights'.</p> <p>Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p> <table border="1"> <tr> <td data-bbox="624 331 687 506"><input type="checkbox"/></td> <td data-bbox="687 331 1369 506">Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</td> </tr> <tr> <td data-bbox="624 506 687 629"><input type="checkbox"/></td> <td data-bbox="687 506 1369 629">Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be 'arbitrarily' deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</td> </tr> <tr> <td data-bbox="624 629 687 752"><input type="checkbox"/></td> <td data-bbox="687 629 1369 752">Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</td> </tr> <tr> <td data-bbox="624 752 687 898"><input type="checkbox"/></td> <td data-bbox="687 752 1369 898">Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn't be subject to conditions that violate individual dignity or exploit human productivity. 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Item 12 / Attachment 2.

Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) - Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) - rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights - Aboriginal peoples and Torres Strait Islander peoples (section 28) - protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) - entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) - recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) - A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) - protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) - recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) - protects against double jeopardy - not to be taken to court or punished more than once for an offence they have already been convicted or acquitted
	<input type="checkbox"/>	Retrospective criminal laws (section 35) - the right to not be found guilty committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) - right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) - right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p>
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable {proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

Item 12 / Attachment 2.

<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right - END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right - Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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Ipswich City Council is collecting your personal information for the purpose of fulfilling its functions, responsibilities and activities. For further information about how we manage personal information, to whom personal information could be disclosed and the laws that authorise or require the collection of personal information, please see Council's Privacy Statement and Personal Information Digest by visiting ipswich.qld.gov.au. Generally, we do not disclose your personal information outside of Council unless we are required by law to do so or you have given your consent. By completing and signing this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement, Information Digest and this collection notice.

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Doc ID No: A6721190

ITEM: 13

SUBJECT: AMENDMENT TO ACQUISITION OF INF02725 DRAINAGE EASEMENT FOR LOCAL DRAINAGE REHABILITATION AT ARTHUR SUMMERVILLES ROAD, KARALEE

AUTHOR: SENIOR PROPERTY OFFICER (ACQUISITIONS AND DISPOSALS)

DATE: 17 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning an amendment to the area for acquisition of an easement for drainage purposes for the Local Drainage Rehabilitation Project at Arthur Summervilles Road, Karalee.

RECOMMENDATION

- A. That the previous decision of Council contained at Item 3 of the Growth and Infrastructure Committee 2019(03) dated 12 March 2019, Recommendation A b., and adopted at Council's ordinary meeting of 19 March 2019, be repealed.
- B. That pursuant to Section 6(1) of the *Acquisition of Land Act 1967*, Council as "constructing authority" acquire an easement over land at 124 Arthur Summervilles Road, Karalee, more particularly described as part of Lot 2 on SP249521 (Council reference 5114), for drainage purposes.
- C. That the method of acquiring the subject easement be by agreement with the affected person/s in accordance with Division 3, *Acquisition of Land Act 1967*; however where agreement cannot be reached, or operational timeframes intervene, the method of acquiring the subject easement be in accordance with Division 2, *Acquisition of Land Act 1967*.
- D. That Council be kept informed as to the progress and outcome of the acquisition.

RELATED PARTIES

There are no related parties arising as a direct result of this report.

ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

Council at its meeting of 12 March 2019 adopted a range of recommendations relating to acquiring an easement for drainage purposes over:

- Part of Lot 1 on SP249521, 122 Arthur Summervilles Road, Karalee (236m²); and
- Part of Lot 2 on SP249521, 124 Arthur Summervilles Road, Karalee (367m²).

The proposed works at Arthur Summervilles Road, Karalee will facilitate improvement to stormwater drainage along Arthur Summervilles Road to strengthen road safety and stormwater immunity.

The works will include installation of a new underground drainage network, forming of table drains and minor earthworks to redirect surface flows, driveway and pavement reinstatement works and minor service relocations to accommodate new works. (Refer to Attachment 1).

Construction works are addressing drainage issues along Arthur Summervilles Road as well as down the driveway alongside 122 Arthur Summervilles Road, Karalee and across 124 Arthur Summervilles Road, Karalee.

It was proposed to include the existing grass table drain and formalisation of the existing bund with additional new works proposed resulting in a requirement for an easement to encompass all new works.

The drainage easement acquisition process over part of 122 Arthur Summervilles Road, Karalee has settled in a negotiated outcome and is registered on title awaiting finalisation of negotiations for the adjoining properties proposed easement.

In relation to the other property, being Part of Lot 2 on SP249521, 124 Arthur Summervilles Road, Karalee affected by this proposal; on 24 September 2019 Council served a Notice of Intention to Resume (NIR) for an easement over the subject property as the negotiations to date were unsuccessful. The NIR stated that any written objections must be made by 29 October 2019.

The owners lodged a written objection to the resumption of easement and requested to be heard by the Council representatives at an objections hearing scheduled on 21 January 2020. The transcript of the objection hearing can be referenced in Confidential Attachment 3.

Each objection and associated supporting information were reviewed and investigated by Council's Infrastructure and Environment Department. It was determined that the objections raised provided a basis for which the area and alignment needed further investigation by the Infrastructure and Environment Department (IED).

Under the *Acquisition of Land Act 1967 (ALA)*, Council must consider the objections and decide to either:

- Dismiss the objections and continue with the resumption;
- Amend the resumption and serve an amended Notice; or
- Uphold the objection and discontinue the resumption.

However, the *Acquisition of Land Act 1967* states that the constructing authority must apply to the Minister within 12 months after the date of serving the NIR. These timeframes have lapsed whilst the investigations were being undertaken by IED and therefore the initial compulsory process is deemed discontinued in accordance with the provisions of the *Acquisition of Land Act 1967*.

Within this time the Infrastructure and Environment Department and Property Services Section have been working in consultation with the owners affected by the proposal to develop a better outcome of an amended proposed easement area to allow for the appropriate project works to be undertaken but also not heavily encroach and therefore impact on the future usability of the vacant land on the property. Negotiations and discussions are continuing for an amended proposal with the view to settling a mutually agreeable outcome.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Acquisition of Land Act 1967
Local Government Act 2009

RISK MANAGEMENT IMPLICATIONS

The formalisation of the proposed easement will enable Council to have a lawful point of discharge and to protect and maintain the drainage infrastructure in the future.

FINANCIAL/RESOURCE IMPLICATIONS

Expenses relating to the resumption of easements by agreement will form part of the project budget from the Capital Project Funding for the 2021-2022 budget. Expenses include compensation payable to the affected owners, preparation and registration of new survey plans and registration of the easement documents at the Titles Registry Office.

If an agreement cannot be reached with the property owners and the easement is resumed by Gazettal Notice, expenses relating to Land Court proceedings will also form part of the project budget.

COMMUNITY AND OTHER CONSULTATION

Council has been liaising with the property owners of the above-mentioned lots since late August 2018 to discuss the project design, the projects benefits and potential impacts.

The property owners of Lot 2 advised Council of their concerns with regards to future resale value of their property and the restrictions the position of the easement would impose on them for future structure approvals. Negotiations and discussions are continuing for an amended proposal with the view to settling a mutually agreeable outcome.

Compensation to property owners will be assessed pursuant to the provisions of the *Acquisition of Land Act 1967*. A valuation prepared by an independent registered valuer will determine the highest and best use of the land and will consider relevant planning scheme's and current zoning of the property.



CONCLUSION

It is recommended that Council proceed with the following actions over Part of Lot 2 on SP249521, 124 Arthur Summervilles Road, Karalee:

- The previous acquisition of easement area of 367m² endorsed by Council decision 2019 is discontinued as shown in Attachment 4.0.
- To proceed with the compulsory acquisition of the new reduced easement area being approximately 47m² as shown in Attachment 2.0.

In the first instance, Council will make all reasonable attempts to negotiate by agreement with the property owners 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) by consent, 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.	Community Fact Sheet - Proposed Project Works ↓ 
2.	Previous committee report ↓ 
	CONFIDENTIAL
3.	Amended Easement Acquisition Plan
4.	Transcript - Owner Objection Hearing
5.	Previous Easement Acquisition Plan

Alicia Rieck

SENIOR PROPERTY OFFICER (ACQUISITIONS AND DISPOSALS)

I concur with the recommendations contained in this report.

Brett McGrath

PROPERTY SERVICES MANAGER

I concur with the recommendations contained in this report.

Anthony Dunleavy

MANAGER, LEGAL AND GOVERNANCE (GENERAL COUNSEL)

I concur with the recommendations contained in this report.

Jeffrey Keech

ACTING GENERAL MANAGER CORPORATE SERVICES

I concur with the recommendations contained in this report.

Sean Madigan

ACTING GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT

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

Arthur Summervilles Road, Karalee - Proposed Stormwater Works FACT SHEET | February 2019

The Project

Ipswich City Council will soon undertake drainage stormwater improvements along Arthur Summervilles Road to improve road safety and stormwater immunity.

The proposed scope of works will include:

- Installation of a new underground drainage network
- Forming of table drains and minor earthworks to redirect surface flows
- Driveway and pavement reinstatement works
- 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.

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

Project Timing

This Project is currently in design with construction expected in FY2019/20.



INF02725 - Arthur Summervilles Road, Karalee - Proposed Stormwater Works



Produced by ICC Technical Services

BM:KP
A5353115

Growth and Infrastructure Committee
Mtg Date: 12.3.19
Authorisation: Andrew Knight

14 February 2019

MEMORANDUM

TO: CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

FROM: SENIOR PROPERTY OFFICER

RE: ACQUISITION OF DRAINAGE EASEMENT FOR LOCAL DRAINAGE REHABILITATION
AT ARTHUR SUMMERVILLES ROAD, KARALEE

INTRODUCTION

This is a report by the Senior Property Officer dated 14 February 2019 concerning the acquisition of an easement for drainage purposes for the Local Drainage Rehabilitation Project at Arthur Summervilles Road, Karalee.

RELATED PARTIES

There are no related parties arising as a direct result of this report.

ADVANCE IPSWICH THEME LINKAGE

Managing growth and delivery of key infrastructure.

PURPOSE OF REPORT/BACKGROUND

The proposed works at Arthur Summervilles Road, Karalee will facilitate improvement to stormwater drainage along Arthur Summervilles Road to strengthen road safety and stormwater immunity. Construction is programmed for the 2019-2020 financial year.

The works will include installation of a new underground drainage network, forming of table drains and minor earthworks to redirect surface flows, driveway and pavement reinstatement works and minor service relocations to accommodate new works. (Refer to Attachment A).

Construction works are addressing drainage issues along Arthur Summervilles Road as well as down the driveway alongside 122 Arthur Summervilles Road, Karalee and across 124

Arthur Summervilles Road, Karalee. An existing grass table drain and bund is poorly formed. The proposed works are a formalisation of the existing bund with additional new works proposed resulting in a requirement for an easement to encompass all new works. To facilitate the works and future maintenance of the proposed drainage infrastructure, an easement is required over the following properties:

Part of Lot 1 on SP249521, 122 Arthur Summervilles Road, Karalee (236m²) (refer to Attachment B).

Part of Lot 2 on SP249521, 124 Arthur Summervilles Road, Karalee (367m²) (refer to Attachment C).

RESOURCE IMPLICATIONS

There are no resourcing or budget implications other than the costs associated with the acquisition.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications arising as a direct result of this report. The formalisation of this easement will enable Council to have a lawful point of discharge and ensure the overland flow path has adequate capacity to contain expected storm flows. This work also reduces the risk of inundation to existing dwellings on both properties.

LEGAL/POLICY BASIS

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

Acquisition of Land Act 1967 (ALA)

Local Government Act 2009

COMMUNITY AND OTHER CONSULTATION

Council has been liaising with the property owners of the above mentioned lots since late August 2018 to discuss the project design, the projects benefits and potential impacts. The acquisition process and creation of an easement has been explained in full to both property owners.

The property owners of Lot 1 have indicated that they are open to negotiating an outcome for the easement area.

The property owners of Lot 2 have advised Council of their concerns with regards to future resale value of their property and the restrictions the position of the easement would impose on them for future structure approvals. Negotiations and discussions are continuing.

Compensation to property owners will be assessed pursuant to the provisions of the ALA. A valuation prepared by an independent registered valuer will determine the highest and best use of the land and will consider relevant planning scheme's and current zoning of the property.

Consultation with adjoining properties will be undertaken prior to construction.

CONCLUSION

It is recommended that Council proceed with the compulsory acquisition of the new easement over the following properties as a “constructing authority” under the ALA:

Part of Lot 1 on SP249521, 122 Arthur Summervilles Road, Karalee (236m²)

Part of Lot 2 on SP249521, 124 Arthur Summervilles Road, Karalee (367m²)

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 compulsorily acquire by way of resumption agreement with the property owner(s) by consent, 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.

ATTACHMENT/S

Name of Attachment	Attachment
Fact Sheet for directly affected residents - Arthur Summervilles Road, Karalee	Attachment A
Proposed Easement Plan - 122 Arthur Summervilles Road, Karalee	Attachment B
Proposed Easement Plan - 124 Arthur Summervilles Road, Karalee	Attachment C
Property Plan - 122 Arthur Summervilles Road, Karalee	Attachment D
Property Plan - 124 Arthur Summervilles Road, Karalee	Attachment E

RECOMMENDATION

That the Interim Administrator of Ipswich City Council resolve:

- A. That the Interim Administrator of Ipswich City Council (“Council”), having duly considered this report dated 14 February 2019, be of the opinion that the following properties (shown in Attachment B and C) (‘the Land’) require an easement for drainage purposes:
 - a. Part of Lot 1 on SP249521, 122 Arthur Summervilles Road, Karalee (236m²)
 - b. Part of Lot 2 on SP249521, 124 Arthur Summervilles Road, Karalee (367m²).
- 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 14 February 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 recommendation/s contained in this report.

Andrew Knight
CHIEF OPERATING OFFICER (FINANCE AND CORPORATE SERVICES)

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Doc ID No: A7246819

ITEM: 14

SUBJECT: RECOMMENDATION TO AWARD OF COUNCIL TENDER 16233 ROAD TRAFFIC CONTROL SERVICES

AUTHOR: BUILDING CONSTRUCTION AND MAINTENANCE CATEGORY SPECIALIST

DATE: 10 MAY 2021

EXECUTIVE SUMMARY

This is a report concerning the establishment of a Preferred Supplier Arrangement (PSA) for road traffic control services for a period of two (2) years from 1 July 2021 to 30 June 2023 for an estimated spend of six million, six hundred thousand (\$6,600,000) (ex-GST).

After an open market request for tender process, an evaluation panel has recommended three suppliers for the PSA as set out in Recommendation B below. The recommendation provides Council with one (1) company who has an Ipswich Based Branch Office and two (2) companies being Adjacent Local Government Businesses. The recommendations have been determined by the evaluation panel to offer Council the best value for money.

RECOMMENDATION

- A. That in accordance with s233 of the *Local Government Regulation 2012*, Council establish a Preferred Supplier Arrangement for the supply of Road Traffic Control Services.**
- B. That Council enter into a contract for the supply of Road Traffic Control Services with the suppliers listed below for a period of up to two (2) years:**
- **ACQUIRED AWARENESS TRAFFIC MANAGEMENT PTY LTD**
 - **TRAFFEX AUSTRALIA PTY LTD**
 - **VERIFACT TRAFFIC PTY LTD**
- 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*.**
- D. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.**RELATED PARTIES

The Evaluation Panel declared no Conflicts of Interest.

ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

The purpose is to seek approval of the recommendations listed in this report. Council released Tender 16233 Road Traffic Control Services to the open market via Vendor Panel (P231205) on Saturday 17 April 2021 with a closing date of 4 May 2021. On closing of the request for tender, fifteen (15) tenders were received.

Tenders were assessed by an evaluation panel against an agreed set of evaluation criteria and weightings, taking into consideration the effectiveness of each tender submission and the level of detail provided.

In conclusion of the evaluation, it was determined by the evaluation panel that the suppliers listed in recommendation B possess the capabilities and capacity to meet Council's requirements for the provision of Road Traffic Control Services. The recommendation provides Council with one (1) company who has an Ipswich Based Branch Office and two (2) companies being Adjacent Local Government Businesses.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Local Government Regulation 2012

RISK MANAGEMENT IMPLICATIONS

Without the establishment of this PSA, the safety of Council workers and the community may be at risk. The provision of Road Traffic Control services is critical to the safety of Council workers and the community during the carrying out of construction works.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision:

- (a) in a way that is not compatible with human rights; or*
- (b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.*

Recommendation A states that Council establish a preferred supplier arrangement for the supply of Road Traffic Control Services. The decision to establish a preferred supplier arrangement for the supply of Road Traffic Control Services has been subject to a human rights analysis to ensure:

- (a) the decision to enter into a contract with the preferred suppliers is compatible with human rights; and*
- (b) to give proper consideration to human rights relevant to that decision.*

The human rights analysis is detailed in Attachment 2. The outcome of the human rights analysis is that the decision to establish a preferred supplier arrangement for the supply of Road Traffic Control Services is compatible with human rights as all the tenderers are companies which are not subject to human rights.

FINANCIAL/RESOURCE IMPLICATIONS

The estimated spend under the preferred supplier arrangements (if all extensions are exercised) will be in the vicinity of \$6,600,000 (ex-GST). The estimated annual spend is \$3,300,000 (ex-GST), increasing each financial year based on CPI.

COMMUNITY AND OTHER CONSULTATION


Consultation was undertaken with stakeholders across Council departments with relevant endorsements obtained regarding the listed recommendations.

There was no community consultation in the preparation of this report.

CONCLUSION

In conclusion, this report seeks Council approval on the recommendations to establish a preferred supplier arrangement for the delivery of road traffic control services as listed within this report. The recommendations have been determined by the evaluation panel to offer Council the best value for money.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Human Rights Impact Assessment Checklist ↓ 
	CONFIDENTIAL
2.	16233 Recommendation to Award

David Niebling

BUILDING CONSTRUCTION AND MAINTENANCE CATEGORY SPECIALIST

I concur with the recommendations contained in this report.

Wayne Bichel

BUILDING CONSTRUCTION AND MAINTENANCE CATEGORY MANAGER

I concur with the recommendations contained in this report.

Richard White

MANAGER, PROCUREMENT

I concur with the recommendations contained in this report.

Sonia Cooper

ACTING CHIEF EXECUTIVE OFFICER

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IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	20 / 05 / 2021
Assessment Made By	David Niebling
Act/Decision Assessed	Awarding of Council Tender 16233 Road Traffic Control Services
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p> <p>In regards to Council Tender 16233 Road Traffic Control services, Council has a discretion whether or not to accept any Tender under section 225/228 of the Local Government Regulations 2012. The recommendation to award proposes to accept the Tenders from the recommended companies being the most advantageous to it.</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights.</p> <p>The decision to accept the Tender from the recommended companies listed in the recommendation to award will not affect human rights. The entities that have submitted Tenders are all companies/corporations and to the best of my knowledge the subject matter of the agreement will not affect human rights.</p>

Item 14 / Attachment 1.

<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ▪ identify each right ▪ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments 'Guide: Nature and scope of the protected human rights'.</p> <p>Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p>	
	<input type="checkbox"/>	<p>Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</p>
	<input type="checkbox"/>	<p>Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be 'arbitrarily' deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</p>
	<input type="checkbox"/>	<p>Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</p>
	<input type="checkbox"/>	<p>Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn't be subject to conditions that violate individual dignity or exploit human productivity. Limitation: does not include service/work required under a court order, in an emergency or that is part of civil obligations.</p>
	<input type="checkbox"/>	<p>Freedom of movement (section 19) – every person lawfully in Queensland has the right to move freely within Queensland, enter or leave and choose where to live.</p>
	<input type="checkbox"/>	<p>Freedom of thought, conscious, religion and belief (section 20) – the right to develop autonomous thoughts and conscience, to think and believe what they want, to have or adopt a religion and to demonstrate religion or belief through worship, ritual, practice and teaching.</p>
	<input type="checkbox"/>	<p>Freedom of expression (section 21) – the right of all persons to hold an opinion without interference and to seek, receive and express information and ideas. The right encompasses seeking information from government (XYZ v Victorian Police [2010] VCAT 255)</p>
	<input type="checkbox"/>	<p>Peaceful assembly and freedom of association (section 22) – Right to gather together in order to exchange, give or receive information, to express views or to conduct a protest or demonstration. Limitation: only applies to peaceful assemblies.</p>
	<input type="checkbox"/>	<p>Taking part in public life (section 23) – the right of all persons to contribute to and exercise their voice in relation to the public life of the State. Ensures all persons have the opportunity to contribute to the political process and public governance. Includes right to vote and to be elected to public office. Limitation: Applies to 'eligible persons' (e.g. persons old enough to vote).</p>
<input type="checkbox"/>	<p>Property rights (section 24) – protects the right of all persons to own property (real and personal property) and to not be arbitrarily deprived of property. Limitation: cannot be 'arbitrarily' deprived of property (i.e. by conduct that is capricious, unpredictable or unjust).</p>	
<input type="checkbox"/>	<p>Privacy and reputation (section 25) – A person has the right not to have their privacy, family home or correspondence unlawfully or arbitrarily (capricious, unpredictable or unjust) interfered with. A person has the right not have the person's reputation unlawfully attacked. Limitation: cannot be unlawfully or arbitrarily interfered with.</p>	

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Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) – Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) – rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights – Aboriginal peoples and Torres Strait Islander peoples (section 28) – protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) – entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) – recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) – A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) – protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) – recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) – protects against double jeopardy – not to be taken to court or punished more than once for an offence they have already been convicted or acquitted.
	<input type="checkbox"/>	Retrospective criminal laws (section 35) – the right to not be found guilty of an offence for an action that was not an offence at the time it was committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) – right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) – right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

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<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p>
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable (proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

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<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

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<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right – END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right – Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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Doc ID No: A7314546

ITEM: 15

SUBJECT: IED CAPITAL PORTFOLIO FINANCIAL PERFORMANCE REPORT - APRIL 2021

AUTHOR: SENIOR FINANCE PARTNER (CAPITAL)

DATE: 1 JUNE 2021

EXECUTIVE SUMMARY

This is a report concerning Infrastructure and Environment Department's (IED) capital portfolio financial performance for the period ending 30 April 2021.

RECOMMENDATION/S

- A. That the monthly financial performance report on the Infrastructure and Environment Department's Capital Portfolio Budget for 2020-2021 be received and the contents noted.**
- B. Recommendation A is compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.**

RELATED PARTIES

There are no related party matters or conflicts of interest associated with this report.

ADVANCE IPSWICH THEME

Managing growth and delivering key infrastructure

PURPOSE OF REPORT/BACKGROUND

The Infrastructure and Environment Department (IED) is responsible for the constructed and natural assets of the city and manages council's roads, traffic systems, buildings, parks, drains and natural areas. Management of council's environmental and sustainability responsibilities include conservation, waste, stormwater, cultural heritage and emergency events.

This monthly financial performance report provides a progress status of the IED 2020-2021 Capital Works Portfolio. Portfolio results are summarised by program and sub-program along with financial performance data on key projects and grant funded works.

Summary of the attached reports

The attached reports have been prepared to provide additional information in relation to the delivery of the IED Infrastructure Program. There are a large number of individual projects that make up the various Programs and Sub-programs contained in these reports.

The following reports have been prepared as part of the overall Capital Portfolio Financial Performance report attached:

- Program Summary
- Sub-program Summary
- Key Projects
- Grant Projects
- Top 10 spends in month
- Budget Variances (larger)

As there are often various movements and variances in forecast total expenditure on individual projects, when compared to budgeted estimates, the sub-program and program level summaries provide a broader overview in relation to the management of the capital program as a whole.

Overview of Financial Performance for YTD April 2021

The actual expenditure in April was \$8.9 million against a recent revised forecast of \$9.6 million. The 2020-2021 IED Capital Portfolio has a year to date (YTD) spend of \$45.3 million and an anticipated financial year total forecast spend of \$72.9 million as at 30 April 2021.

Asset Rehabilitation is forecast to be above budget mainly due to multi-year project, North Station Road retaining wall, currently progressing ahead of schedule. Transport and Traffic is expected to be over budget largely due to a range of issues impacting the Robertson Road traffic signals project. Supply issues with materials have caused delays on the Springall Street kerb and channel project resulting in the Local Amenity program forecast below budget.

Continuing significant spends were recorded across a range of programs in April with even higher spend rates required over the May and June periods in order to meet financial year forecasts. Whilst the current forecast provided to Finance is that expenditure will be approximately in line with the current budget, Finance is working with IED to identify any projects that might be at risk of running into the next financial year and impacts on the draft 2021-2022 programme.

LEGAL/POLICY BASIS

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

RISK MANAGEMENT IMPLICATIONS

The delivery of projects has continued to accelerate through the last quarter of the financial year, with increased expenditure during the month of April. The IED and Finance teams are continuing to monitor the forecast increased expenditure through the remaining two months of the year.

Fleet CAPEX replacement continues to be under pressure from delays in supply of all major plant and trucks, with lead times for delivery extending into 2022. This will continue to be monitored.

IED and Finance are continuing to monitor the risk of projects running into next financial year and review any identified impacts on the draft 2021-2022 programme.

Completion of the Springfield Road upgrade projects is expected to extend past contractual completion dates.

HUMAN RIGHTS IMPLICATIONS

Section 58(1) of the Human Rights Act 2019 makes it unlawful for council to act or make a decision

(a) in a way that is not compatible with human rights; or

(b) in making a decision, to fail to give proper consideration to a human right relevant to the decision.

Recommendation A states that the report be received and the contents noted. The decision to receive and note the report has been subject to a human rights analysis to ensure:

- (a) the decision to receive and note the report is compatible with human rights; and
- (b) to give proper consideration to human rights relevant to that decision.

The human rights analysis is detailed in Attachment 2. The outcome of the human rights analysis is that the decision to receive and note the report is compatible with human rights.

FINANCIAL/RESOURCE IMPLICATIONS

There are no specific financial implications as a result of this report at this stage. The impacts of the YTD performance will continue to be monitored.

COMMUNITY AND OTHER CONSULTATION



The contents of this report did not require any community consultation. Analysis and explanations of the variances are undertaken in conjunction with IED.

IED were consulted in relation to project progress and provided forecasted expenditure.

CONCLUSION

The financial performance report of the capital portfolio is included in Attachment 1.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	IED Capital Portfolio Financial Performance Report - April 2021 ↓ 
2.	Human Rights Assessment - IED Capital Portfolio Financial Performance Report - April 2021 ↓ 

Rose McNiven

SENIOR FINANCE PARTNER (CAPITAL)

I concur with the recommendations contained in this report.

Paul Mollenhauer

ACTING CHIEF FINANCIAL OFFICER

I concur with the recommendations contained in this report.

Jeffrey Keech

ACTING GENERAL MANAGER CORPORATE SERVICES

I concur with the recommendations contained in this report.

Sean Madigan

ACTING GENERAL MANAGER - INFRASTRUCTURE AND ENVIRONMENT

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Ipswich City Council

**Capital Portfolio
Financial Performance Report**

APRIL 2021

Infrastructure and Environment Department

2020-21 Capital Portfolio Financial Performance Report for April 2021

Introduction

The Infrastructure and Environment Department (IED) is responsible for the constructed and natural assets of the city and manages council's roads, traffic systems, buildings, parks, drains and natural areas. Management of council's environmental and sustainability responsibilities includes conservation, waste, stormwater, cultural heritage and emergency events.

Overview

Overall YTD expenditure is currently \$45.3m against YTD Budget of \$52.9m resulting in a variance of \$7.6m (14%) under budget. April expenditure, \$8.9m, was reasonably on track against the forecasted \$9.6m for the month. Total financial year portfolio expenditure is forecast at \$72.9m, now \$787k above current budget.

Asset Rehabilitation is forecast to be above budget mainly due to multi-year project, North Station Rd retaining wall, currently progressing ahead of schedule. Transport and Traffic is expected to be over budget largely due to a range of issues impacting the Robertson Rd traffic signals project. Supply issues with materials have caused delays on the Springall St kerb and channel project resulting in the Local Amenity program forecast below budget.

Continuing significant spends were recorded across a range of programs in April with even higher spend rates required over the May and June periods in order to meet financial year forecasts. A number of projects are at risk of running into next financial year and Finance is working with IED to identify impacts on the draft 2021-22 programme.

Program Summary

IE Deliverable	Month			YTD			2020-21 Financial Year				
Capital Program	Actuals	Budget	Variance (Budget - Actuals)	Actuals	Budget	Variance (Budget - Actuals)	Forecast Remaining FY	Forecast Final Cost (exc C/O)	Adopted Budget	Current Approved Budget	Variance (Budget - Forecast)
Asset Rehabilitation	5,244,675	5,537,677	293,002	19,032,193	23,177,969	4,145,776	13,030,369	32,062,562	39,547,000	31,354,465	(708,097)
Corporate Facilities	213,227	316,066	102,839	1,047,743	1,273,374	225,631	488,438	1,536,181	2,519,000	1,517,542	(18,639)
Flood Mitigation & Drainage	14,759	63,000	48,241	372,852	481,658	108,807	157,284	530,136	1,680,000	585,158	55,023
Local Amenity	206,519	105,962	(100,557)	3,245,787	3,121,433	(124,354)	727,627	3,973,414	4,175,000	4,275,992	302,578
Parks, Sports & Environment	1,415,474	2,025,520	610,046	4,877,215	7,024,227	2,147,012	4,242,692	9,119,907	10,986,000	8,979,917	(139,990)
Transport & Traffic	1,637,624	2,240,469	602,845	14,166,379	15,281,852	1,115,473	6,458,488	20,624,867	21,190,000	19,948,175	(676,692)
Project Overheads	(310,863)	0	310,863	732,397	0	(732,397)	(744,219)	(11,822)	0	0	11,822
Total Infrastructure Program	8,421,414	10,288,694	1,867,280	43,474,565	50,360,513	6,885,948	24,360,679	67,835,244	80,097,000	66,661,249	(1,173,995)
Fleet	372,828	288,000	(84,828)	865,124	1,283,000	417,876	2,795,102	3,660,226	4,870,000	3,946,020	285,794
Waste	144,377	98,680	(45,697)	688,280	926,620	238,340	433,721	1,122,001	1,122,000	1,122,000	(1)
Specialist Equipment	12	20,491	20,479	266,126	359,019	92,893	37,081	303,207	404,000	404,000	100,793
Total Capital Portfolio	8,938,631	10,695,865	1,757,234	45,294,095	52,929,152	7,635,057	27,626,583	72,920,678	86,493,000	72,133,269	(787,409)

Item 15 / Attachment 1.

Sub-Program Summary

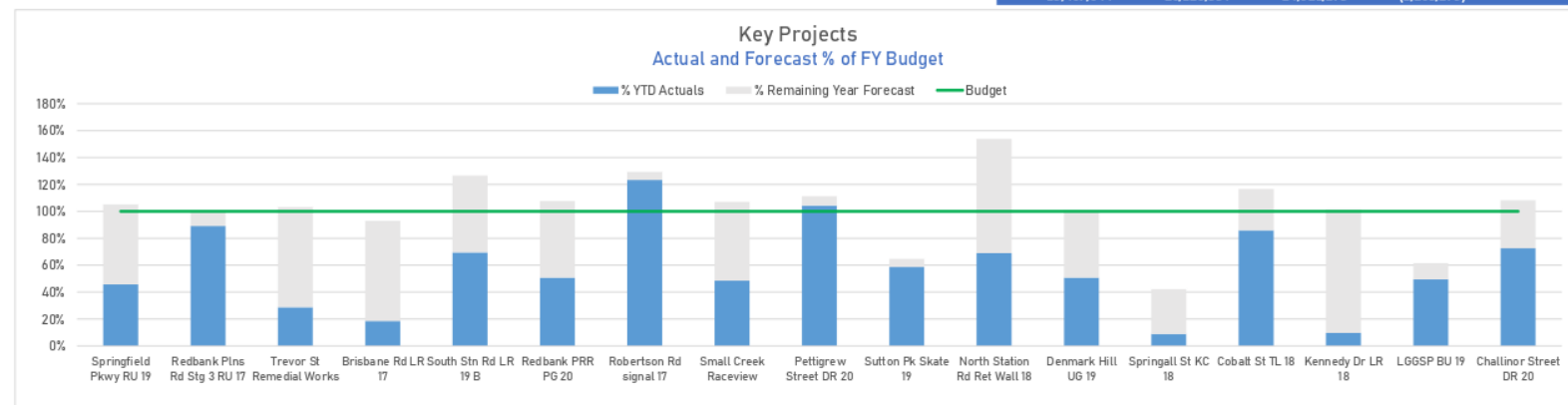
IE Deliverable	Month			YTD			2020-21 Financial Year				
	Actuals	Budget	Variance (Budget - Actuals)	Actuals	Budget	Variance (Budget - Actuals)	Forecast Remaining FY	Forecast Final Cost (exc C/O)	Adopted Budget	Current Approved Budget	Variance (Current Budget - Forecast)
Capital Sub-Program											
1. Asset Rehabilitation											
1.1 Bridge and Culvert Rehabilitation	328,735	95,000	(233,735)	1,141,180	1,641,075	499,895	872,496	2,013,676	1,857,000	1,657,075	(356,601)
1.2 Drainage Rehabilitation	546,752	445,286	(101,466)	1,982,551	1,761,458	(221,093)	915,803	2,898,354	3,550,000	2,776,477	(121,877)
1.3 Facility Rehabilitation	68,845	62,000	(6,845)	581,966	756,491	174,525	334,500	916,466	984,000	868,491	(47,975)
1.4 Kerb & Channel Rehab	282,294	222,050	(60,244)	588,951	1,284,064	695,113	675,368	1,264,319	1,073,000	1,319,844	55,525
1.5 Gravel Road Rehabilitation	48,229	146,079	97,850	2,015,987	2,230,844	214,857	500,270	2,516,257	2,572,000	2,572,000	55,743
1.6 Parks Rehabilitation	235,407	374,000	138,593	668,310	1,557,767	889,457	762,500	1,430,810	2,505,000	1,928,767	497,957
1.7 Path Rehabilitation	3,925	4,000	75	560,805	775,963	215,158	242,000	802,805	2,051,000	775,963	(26,842)
1.8 Landfill Rehabilitation	2,988	80,100	77,112	9,663	104,121	94,458	246,383	256,046	275,000	211,355	(44,691)
1.9 Sealed Road Rehabilitation	2,789,427	3,553,348	763,921	8,828,192	10,552,315	1,724,123	6,130,590	14,958,782	18,590,000	14,849,207	(109,575)
1.10 Sports Facility Rehabilitation	69,688	73,000	3,312	386,805	509,031	122,226	260,054	646,859	897,000	653,031	6,172
1.11 Street Furniture Rehabilitation	839,379	475,614	(363,765)	2,183,339	1,764,640	(418,699)	1,966,266	4,149,605	4,943,000	3,492,255	(657,350)
1.12 Water Quality Rehabilitation	29,005	7,200	(21,805)	84,444	240,200	155,756	51,050	135,494	250,000	250,000	114,506
1.13 Disturbed Land Management	0	0	0	0	0	0	73,089	73,089	0	0	(73,089)
Asset Rehabilitation total	5,244,675	5,537,677	293,002	19,032,193	23,177,969	4,145,776	13,030,369	32,062,562	39,547,000	31,354,465	(708,097)
Forecast 2020-21 FY variances mainly attributable to:											
1.1 Strong's Rd - forecast updated to reflect awarded contract; Purga School Rd - forecast updated to reflect awarded contract.											
1.6 Rubber Softfall - forecast updated to reflect awarded contract; Organic Softfall - delays with supply of organic mulch - risk of works extending into next FY; Queens Park Bowls Club embankment - delayed due to finalisation of design - construction to carry forward to 2021-22 FY											
1.11 North Station Rd Retaining Wall - multi-year project - currently working ahead of schedule.											
2. Corporate Facilities											
2.1 New Facilities	1,739	19,028	17,289	480,025	535,248	55,223	24,250	504,275	928,000	598,670	94,395
2.2 Facility Upgrades	211,487	297,038	85,551	567,717	738,126	170,409	464,188	1,031,905	1,591,000	918,872	(113,033)
Corporate Facilities total	213,227	316,066	102,839	1,047,743	1,273,374	225,631	488,438	1,536,181	2,519,000	1,517,542	(18,639)
3. Flood Mitigation & Drainage											
3.1 Flood Mitigation	(983)	0	983	166,641	142,673	(23,968)	0	166,641	750,000	142,673	(23,968)
3.2 Local Drainage	15,741	63,000	47,259	206,211	338,985	132,774	157,284	363,495	930,000	442,485	78,990
Flood Mitigation & Drainage total	14,759	63,000	48,241	372,852	481,658	108,807	157,284	530,136	1,680,000	585,158	55,023
4. Local Amenity											
4.1 Divisional Allocation	(2,680)	0	2,680	(299)	0	299	0	(299)	0	0	299
4.2 Kerb and Channel	151,202	30,962	(120,240)	3,034,975	2,980,719	(54,256)	489,627	3,524,603	3,625,000	3,860,278	335,675
4.3 Streetscape Improvements	57,997	75,000	17,003	211,111	140,714	(70,397)	238,000	449,111	550,000	315,714	(133,397)
4.4 Provisional Projects	0	0	0	0	0	0	0	0	0	100,000	100,000
Local Amenity total	206,519	105,962	(100,557)	3,245,787	3,121,433	(124,354)	727,627	3,973,414	4,175,000	4,275,992	302,578
Forecast 2020-21 FY variances mainly attributable to:											
4.2 Springall St Kerb and Channel - Significant delay with delivery of pipes from Contractor. Expected commencement early June. ICC has requested Contractor look at other supplier to source pipes; William St Kerb and Channel - weather related rework and delays increased overall costs (on site costs & traffic management). Additional asphalt works completed - initial quantity was provisional.											

IE Deliverable	Month			YTD			2020-21 Financial Year				
Capital Sub-Program	Actuals	Budget	Variance (Budget - Actuals)	Actuals	Budget	Variance (Budget - Actuals)	Forecast Remaining FY	Forecast Final Cost (exc C/O)	Adopted Budget	Current Approved Budget	Variance (Current Budget - Forecast)
5. Parks, Sports & Environment											
5.1 Strategic Parks and Sports	323,533	543,348	219,815	576,499	1,012,736	436,237	69,143	645,642	1,099,000	1,065,736	420,094
5.2 Developer Funded Parks	615,486	690,264	74,778	1,318,293	1,823,054	504,761	1,318,500	2,636,793	3,720,000	2,659,054	22,261
5.3 Local Parks and Sports	23,195	69,358	46,163	322,126	398,570	76,444	122,958	445,084	515,000	487,070	41,986
5.4 Enviroplan	236,026	307,150	71,124	1,486,719	1,711,040	224,321	1,171,291	2,658,010	1,962,000	2,266,030	(391,980)
5.5 Natural Environ Stormwater	217,234	415,400	198,166	1,173,579	2,078,827	905,248	1,560,800	2,734,379	3,690,000	2,502,027	(232,352)
Parks, Sports & Environment total	1,415,474	2,025,520	610,046	4,877,215	7,024,227	2,147,012	4,242,692	9,119,907	10,986,000	8,979,917	(139,990)
Forecast 2020-21 FY variances mainly attributable to:											
5.1 Springfield Sports Centre Drainage - Settlement meeting held. Property matter scheduled next Council meeting.											
6. Transport & Traffic											
6.1 Strategic Transport	681,067	1,528,050	846,983	9,715,729	9,914,551	198,822	3,992,799	13,708,528	13,317,000	12,682,653	(1,025,875)
6.2 Road Safety and Operations	480,912	290,919	(189,993)	1,886,202	2,309,617	423,415	1,087,049	2,973,251	3,391,000	2,787,930	(185,321)
6.3 Sustainable Travel	475,644	421,500	(54,144)	2,564,449	3,057,684	493,235	1,378,640	3,943,089	4,482,000	4,477,592	534,503
Transport & Traffic total	1,637,624	2,240,469	602,845	14,166,379	15,281,852	1,115,473	6,458,488	20,624,867	21,190,000	19,948,175	(676,692)
Forecast 2020-21 FY variances mainly attributable to:											
6.1 Robertson Rd signals - delays related to major service conflicts, wet weather, easement not being exercisable, and delivery of materials; as well as rework due to ground conditions; Springfield Parkway Upgrade - multi-year project - service relocation payment timing and early works cash flow now known and allowance for contingent PM											
6.3 Bus stop projects, PTAIP BU 20 - Forecast reflects assets on order and projected delivery dates provided by supplier; and LGGSP BU 19 - 6 sites not being delivered this FY (4 water main relocations and 1 property acquisition required, and 1 site on hold) and resubmitted in 2021-22 Translink grant submission											
Project Overheads total	(310,863)	0	310,863	732,397	0	(732,397)	(744,219)	(11,822)	0	0	11,822
Total Infrastructure Program	8,421,414	10,288,694	1,867,280	43,474,565	50,360,513	6,885,948	24,360,679	67,835,244	80,097,000	66,661,249	(1,173,995)
7. Fleet	372,828	288,000	(84,828)	865,124	1,283,000	417,876	2,795,102	3,660,226	4,870,000	3,946,020	285,794
8. Waste	144,377	98,680	(45,697)	688,280	926,620	238,340	433,721	1,122,001	1,122,000	1,122,000	(1)
9. Specialist Equipment	12	20,491	20,479	266,126	359,019	92,893	37,081	303,207	404,000	404,000	100,793
Forecast 2020-21 FY variances mainly attributable to:											
7. Major Plant Acquisitions - variance reduced - previously provided forecast was too pessimistic, however COVID still impacting major plant arrivals to Australia; Vehicle Replacement - forecast updated to reflect projected delivery of vehicles for last quarter with dates advised by supplier; Truck Replacement - truck delivery expected in June now pushed out due to COVID and cab chassis availability delays.											
Total Capital Portfolio	8,938,631	10,695,865	1,757,234	45,294,095	52,929,152	7,635,057	27,626,583	72,920,678	86,493,000	72,133,269	(787,409)

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Key projects Based on highest budget values and excludes fleet, gravel resheeting and resurfacing programs. Other key projects could be identified based on input from Mayor and Councillors ie projects of community interest.

Project	Program	Sub-program	Project Phase	YTD Actual	Forecast FY Spend	Current Budget	FY Variance	FY Variance %
Springfield Pkwy RU 19	Transport And Traffic	Strategic Transport	3.0 Planning and Design	1,929,696	4,428,494	4,209,764	(218,730)	(5%)
Redbank Plns Rd Stg 3 RU 17	Transport And Traffic	Strategic Transport	3.0 Planning and Design	3,282,912	3,674,004	3,681,072	7,068	0%
Trevor St Remedial Works	Asset Rehabilitation	Street Furniture Rehabilitation	4.0 Execution	329,713	1,184,713	1,146,670	(38,043)	(3%)
Brisbane Rd LR 17	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	299,185	1,493,598	1,607,738	114,140	7%
South Stn Rd LR 19 B	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	913,476	1,663,476	1,314,313	(349,163)	(27%)
Redbank PRR PG 20	Parks, Sport And Environment	Developer Funded Parks	4.0 Execution	873,171	1,853,171	1,722,273	(130,898)	(8%)
Robertson Rd signal 17	Transport And Traffic	Strategic Transport	5.0 Closure	3,141,448	3,291,448	2,546,044	(745,404)	(29%)
Small Creek Raceview	Parks, Sport And Environment	Natural Environment/Stormwater	4.0 Execution	521,006	1,149,506	1,073,966	(75,540)	(7%)
Pettigrew Street DR 20	Asset Rehabilitation	Drainage Rehabilitation	3.0 Planning and Design	289,320	308,320	277,275	(31,045)	(11%)
Sutton Pk Skate 19	Asset Rehabilitation	Parks Rehab Inc Memorials	2.0 Concept	39,401	43,401	67,152	23,751	35%
North Station Rd Ret Wall 18	Asset Rehabilitation	Street Furniture Rehabilitation	4.0 Execution	669,475	1,494,983	972,585	(522,398)	(54%)
Denmark Hill UG 19	Parks, Sport And Environment	Enviroplan	3.0 Planning and Design	310,057	615,057	610,518	(4,539)	(1%)
Springall St KC 18	Local Amenity	Kerb And Channel	4.0 Execution	116,737	546,737	1,295,844	749,107	58%
Cobalt St TL 18	Transport And Traffic	Road Safety And Operations	4.0 Execution	1,105,325	1,498,713	1,285,945	(212,768)	(17%)
Kennedy Dr LR 18	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	69,264	731,675	720,769	(10,906)	(2%)
LGGSP BU 19	Transport And Traffic	Sustainable Travel	3.0 Planning and Design	463,189	574,989	934,859	359,870	38%
Challinor Street DR 20	Asset Rehabilitation	Drainage Rehabilitation	4.0 Execution	1,054,270	1,574,270	1,454,488	(119,782)	(8%)
				15,407,644	26,126,554	24,921,275	(1,205,279)	



Comments

Works completed on Robertson Rd Traffic Signals, processing final invoices. Poor ground condition, weather impacts, and higher number of water service relocations and change in material-type are resulting in increased costs on South Station Rd rehabilitation works. North Station Rd retaining wall is a multi-year project with works currently ahead of schedule.

Sutton Park skate park is a multi-year project, with forecast reflecting current financial year portion of awarded contract and proposed program for design and construction. Significant delay experienced on Springall St kerb and channel works due to issue with delivery of pipes from contractor. On the LGGSP bus stop upgrades project, property acquisition and water main relocations require seven sites to be delivered next financial year.

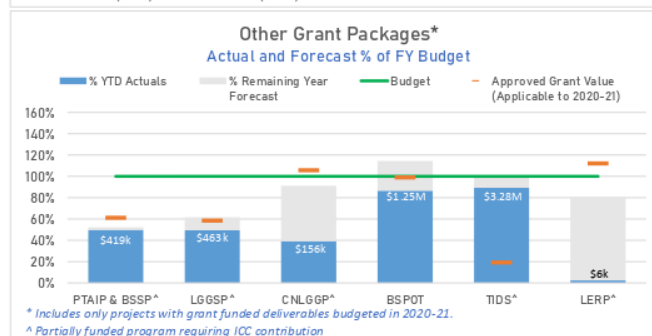
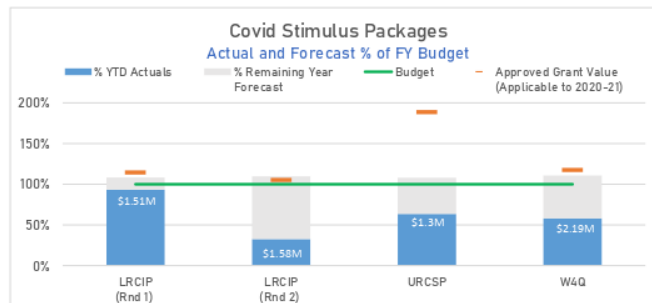
Trevor St, Brisbane Rd and Kennedy Dr are forecasted close to budget, with significant spends expected over May and June. Considerable April spends (above forecast) on Cobalt St signals, Redbank Plains Recreation Reserve playground upgrade, Challinor St drainage works, South Station Road rehabilitation, and North Station Rd retaining wall projects with construction works progressing. Contractor mobilisation delayed on Springfield Parkway upgrade, now expected in May.

There are a number of Springfield road upgrade projects scheduled in the current and future years. Stage 1, Springfield Parkway and Springfield Greenbank Arterial, early works site establishment expected in May, with revised completion date in November 2022. Stage 3, Springfield Greenbank Arterial, has experienced delays related to the integration of the TMR multi-story car park access with ICC road upgrade works, expecting completion from November 2022 to April 2023. Stage 2, Springfield Parkway, design completion expected in September 2021. With stage 1 and 3 prioritised for completion, stage 2 is now expected to be completed in June 2024.

External Grant Funded Capital Expenditure

Project expenditure data summarised by external grant funding package

Grant Program	YTD Actual	Forecast FY Spend	Current Budget	FY Variance	FY Variance %	Approved Grant Value (2020-21 FY)
Covid Stimulus packages						
Local Roads & Community Infrastructure Program (LRCIP rnd 1)	1,507,967	1,747,967	1,616,090	(131,877)	(8%)	1,849,629
Local Roads & Community Infrastructure Program (LRCIP rnd 2)	1,576,310	5,309,686	4,843,195	(466,491)	(10%)	5,095,582
Unite and Recover Community Stimulus Package (URCSP)	1,302,455	2,217,279	2,053,432	(163,847)	(8%)	3,870,000
Works for Queensland (W4Q)	2,193,519	4,183,319	3,780,142	(403,177)	(11%)	4,440,000
	6,580,250	13,458,250	12,292,859	(1,165,391)		15,255,211
Other Grant packages						
Passenger Transport Accessible Infrastructure Program (PTAIP) & Bus Stop Shelter Program (BSSP)	418,651	438,651	841,108	402,457	48%	513,435
Local Government Grants and Subsidies Program (LGGSP)	463,189	574,989	934,859	359,870	38%	546,050
Cycle Network Local Government Grants Program (CNLGGP)	155,615	361,962	397,367	35,405	9%	420,000
Black Spot (BSPOT)	1,252,339	1,655,727	1,446,725	(209,002)	(14%)	1,430,780
Transport Infrastructure Development Scheme (TIDS)	3,282,912	3,674,004	3,681,072	7,068	0%	705,446
Local Economic Recovery Program (LERP)	5,826	200,826	250,000	49,174	20%	280,000
	5,578,533	6,906,160	7,551,131	644,971		3,895,711
	12,158,783	20,364,410	19,843,990	(520,420)		19,150,922



* Includes only projects with grant funded deliverables budgeted in 2020-21.

^ Partially funded program requiring ICC contribution

Comments

Local Roads & Community Infrastructure Program (LRCIP):

Cascade St Footpath added to Round 1, with approved reallocation of savings identified on McLean St, Waghorn St and Caledonian Park projects. 5 of 9 round 1 projects completed. Round 2 required to be completed by 31 Dec 2021.

Unite and Recover Community Stimulus Package (URCSP):

Forecast and budget below grant value due to savings anticipated on Small Creek and deferral of Sutton Park Skate Park construction. Grant extension to be sought for Sutton Park project. 2 of 6 projects completed.

Works for Queensland (W4Q):

Net savings on completed projects, mainly Ipswich CBD and Clancy's Rd Reserve footpaths, offsetting increased costs on SES Depot - Thorn St due to additional scope, and variation on Sarah Dr Pk wetland. 6 of 12 projects completed.

Passenger Transport Accessible Infra. & Bus Stop Shelter Programs (PTAIP & BSSP):

One location in Package 3 remaining, to be completed during May. Package 4 projects due to be completed next financial year due to requirement of service relocations.

Local Government Grants and Subsidies Program (LGGSP):

Property acquisition and water main relocations require seven sites to be delivered next financial year, with these sites submitted for the 2021-22 Translink Grant and awaiting approval. One additional site at risk due to service relocation.

Cycle Network Local Government Grants Program (CNLGGP):

Grant extensions approved for Deebling Creek Bikeway stage 2 and Queen Victoria Parade cycle facilities in order to complete works next financial year. In discussions regarding an extension for Eastern Ipswich bikeway construction following delays due to negotiations around design with funding provider.

Black Spot (BSPOT):

Old Logan Rd Addison Rd signals project forecast into 2021-22 with an extension of grant funding approved. Robertson Rd traffic signals project complete, with Cobalt St traffic signals forecast to complete in June above budget.

Transport Infrastructure Development Scheme (TIDS):

Redbank Plains Rd stage 3 is a partially grant funded multi-year project. Current year budget and forecast in line with current year design and preliminary works payments.

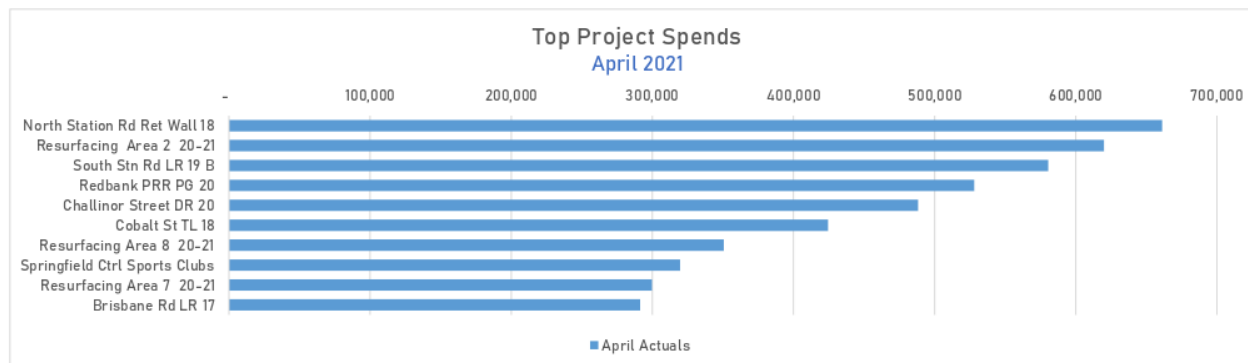
Local Economic Recovery Program (LERP):

Fire Station 101 Rehab at risk of carrying into 2021-22 with procurement process extended due to change in scope. Hardings Paddock Landscaping budgeted in 2021-22. Both on track to meet grant completion date of 30 June 2022.

Top 10 Project Spends

Period Actuals for the month of April

Project	Program	Sub-program	Project Phase	April Actuals
North Station Rd Ret Wall 18	Asset Rehabilitation	Street Furniture Rehabilitatio	4.0 Execution	661,227
Resurfacing Area 2 20-21	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	620,023
South Stn Rd LR 19 B	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	580,466
Redbank PRR PG 20	Parks, Sport And Environment	Developer Funded Parks	4.0 Execution	528,015
Challinor Street DR 20	Asset Rehabilitation	Drainage Rehabilitation	4.0 Execution	488,301
Cobalt St TL 18	Transport And Traffic	Road Safety And Operations	4.0 Execution	424,473
Resurfacing Area 8 20-21	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	350,621
Springfield Ctrl Sports Clubs	Parks, Sport And Environment	Strategic Parks And Sports	4.0 Execution	319,613
Resurfacing Area 7 20-21	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	299,722
Brisbane Rd LR 17	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	291,311
				4,563,772



Forecast Budget Variances - Below Budget at 30 June 2021

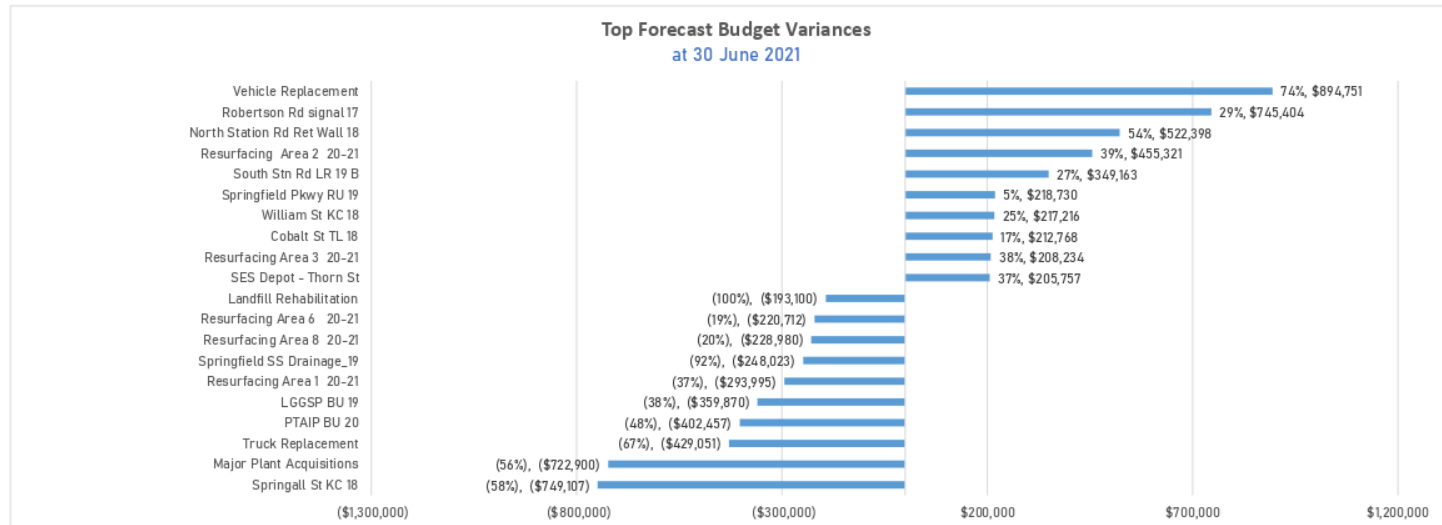
Projects selected by greatest budget variances forecast at 30 June 2021

Project	Program	Sub-program	Project Phase	YTD Actual	Fore cast FY Spend	Current Budget	FY Variance	FY Variance %
Springall St KC 18	Local Amenity	Kerb And Channel	4.0 Execution	116,737	546,737	1,295,844	749,107	58%
Major Plant Acquisitions	Fleet	Fleet Capital	4.0 Execution	29,930	558,930	1,281,830	722,900	56%
Truck Replacement	Fleet	Fleet Capital	4.0 Execution	208,949	208,949	638,000	429,051	67%
PTAIP BU 20	Transport And Traffic	Sustainable Travel	4.0 Execution	418,651	438,651	841,108	402,457	48%
LGGSP BU 19	Transport And Traffic	Sustainable Travel	3.0 Planning and Design	463,189	574,989	934,859	359,870	38%
Resurfacing Area 1 20-21	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	499,098	499,098	793,093	293,995	37%
Springfield SS Drainage_19	Parks, Sport And Environment	Strategic Parks And Sports	3.0 Planning and Design	21,712	21,712	269,735	248,023	92%
Resurfacing Area 8 20-21	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	456,325	906,325	1,135,305	228,980	20%
Resurfacing Area 6 20-21	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	534,448	934,448	1,155,160	220,712	19%
Landfill Rehabilitation	Asset Rehabilitation	Landfill Rehabilitation	2.0 Concept	0	0	193,100	193,100	100%
				2,749,039	4,689,839	8,538,034	3,848,195	

Forecast Budget Variances - Above Budget at 30 June 2021

Projects selected by greatest budget variances forecast at 30 June 2021

Project	Program	Sub-program	Project Phase	YTD Actual	Fore cast FY Spend	Current Budget	FY Variance	FY Variance %
SES Depot - Thorn St	Corporate Facilities	Facility Upgrades	4.0 Execution	433,425	763,425	557,668	(205,757)	(37%)
Resurfacing Area 3 20-21	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	756,666	756,666	548,432	(208,234)	(38%)
Cobalt St TL 18	Transport And Traffic	Road Safety And Operations	4.0 Execution	1,105,325	1,498,713	1,285,945	(212,768)	(17%)
William St KC 18	Local Amenity	Kerb And Channel	5.0 Closure	1,093,309	1,093,309	876,093	(217,216)	(25%)
Springfield Pkwy RU 19	Transport And Traffic	Strategic Transport	3.0 Planning and Design	1,929,696	4,428,494	4,209,764	(218,730)	(5%)
South Stn Rd LR 19 B	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	913,476	1,663,476	1,314,313	(349,163)	(27%)
Resurfacing Area 2 20-21	Asset Rehabilitation	Sealed Road Rehabilitation	4.0 Execution	1,469,769	1,619,769	1,164,448	(455,321)	(39%)
North Station Rd Ret Wall 18	Asset Rehabilitation	Street Furniture Rehabilitation	4.0 Execution	669,475	1,494,983	972,585	(522,398)	(54%)
Robertson Rd signal 17	Transport And Traffic	Strategic Transport	5.0 Closure	3,141,448	3,291,448	2,546,044	(745,404)	(29%)
Vehicle Replacement	Fleet	Fleet Capital	4.0 Execution	387,428	2,104,924	1,210,173	(894,751)	(74%)
				11,900,016	18,715,206	14,685,465	(4,029,741)	



Comments

Vehicle Replacement
Robertson Rd signal 17
North Station Rd Ret Wall 18
Resurfacing Area 2 20-21
South Stn Rd LR 19 B
Springfield Pkwy RU 19
William St KC 18
Cobalt St TL 18
Resurfacing Area 3 20-21
SES Depot - Thorn St
Landfill Rehabilitation
Resurfacing Area 6 20-21
Resurfacing Area 8 20-21
Springfield SS Drainage_19
Resurfacing Area 1 20-21
LGGSP BU 19
PTAIP BU 20
Truck Replacement
Major Plant Acquisitions
Springall St KC 18

Vehicle purchases have been brought forward to account for under expenditure in other Fleet replacement programs.
Delays related to major service conflicts, wet weather, easement not being exercisable, and delivery of materials; as well as rework due to ground conditions.
Currently working ahead of schedule.
Additional variations not yet accounted for. George St and Sherlocks Rd left to be sealed in April. Additional works will be required at George St due to hydraulic fluid spill.
Poor ground condition & weather impact, resulting in greater traffic control cost. Increased water services relocation costs as higher number moved & copper line used.
Multi year project - contractor mobilisation delayed, now in May. 11KV decommissioned completed. APA likely Aug-Oct 2021 (TBC). Service relocation offers received.
Weather related rework and delays increased overall costs (on site costs & traffic management). Additional asphalt works completed - initial quantity was provisional.
Civil and electrical work ahead.
PO raised to the wrong Project number. Actuals provided does not equate to what has been delivered. Mix up is with Area 1 and Area 3.
Additional scope has been approved. The project has been delayed due to wet weather however the contractor is planning to compress the schedule to make up time.
To be allocated out to specific disturbed land management projects for completion this FY.
Significant delays with contractor resealing works. Another contractor engaged to complete remaining sealing and linemarking works, with sealing works to be completed prior to end of May. Any sealing works not completed will be carried out next FY to reduce risks of stripping seals due to cold weather.
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Settlement meeting held. Property matter scheduled next Council meeting.
PO raised to the wrong project number. Actuals provided does not equate to what has been delivered. Mix up is with Area 1 and Area 3.
7 sites not being delivered this FY (5 watermain relocations and 1 property acquisition required, and 1 site on hold) and resubmitted in 2021-22 Translink grant submission.
Forecast reflects assets on order and projected delivery dates provided by supplier.
June forecasted truck delivery pushed out due to COVID and cab chassis availability delays.
Major plant deliveries as advised by supplier.
Significant delay with delivery of pipes from Contractor. Expected commencement early June. ICC has requested Contractor look at other supplier to source pipes.



IPSWICH CITY COUNCIL

Human Rights Impact Assessment (Internal Use Only)

ASSESSMENT DETAILS	
Date	01 / 06 / 2021
Assessment Made By	Rose McNiven
Act/Decision Assessed	Receive and note report
STEPS	ASSESSMENT OUTCOME
<p>Step 1</p> <p>Ask whether the act or decision is made under a law that gives no choice (discretion) in relation to the act or decision? Or does the Act/instrument confer a discretion that cannot be interpreted in a way that is consistent with human rights?</p> <p>NOTE: the focus here is whether you can't reasonably act differently or make a different decision that does not limit human rights. It will not be 'reasonable' to limit human rights if there is a discretion that enables you to act or make a decision that does not impose limits.</p> <p>If YES, then you do not need to consider human rights in relation to the proposed act or decision. Record this outcome. End of assessment.</p> <p>If NO, proceed to Step 2.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Discuss whether the act/decision was made under a law that provided no discretion in relation to the act/decision or whether any discretion cannot be interpreted in a way consistent with human rights</p> <p>Receive and note report</p>
<p>Step 2</p> <p>Ask does the proposed act or decision potentially affect human rights?</p> <p>The human rights are set out in Divisions 2 and 3, Part 2 of the HRA.</p> <p>If YES, proceed to Step 3.</p> <p>If NO, the proposed act or decision will not affect human rights and further consideration is unnecessary. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Insert a brief explanation of the proposed act/decision and whether it will potentially affect human rights.</p> <p>Receive and note report does not affect human rights.</p>

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<p>Step 3</p> <p>Consider the scope of each human right potentially affected:</p> <ul style="list-style-type: none"> ▪ identify each right ▪ consider the content of each right and apply any specific limitations or express exemptions. <p>Reference can be made to the Queensland Governments 'Guide: Nature and scope of the protected human rights'.</p> <p>Proceed to Step 4.</p>	<p>The following rights are potentially affected (tick whichever applies):</p>	
	<input type="checkbox"/>	<p>Recognition and equality before the law (section 15) – a person is entitled to enjoy his/her human rights without discrimination (i.e. decisions must be made in an objective, non-discriminatory, non-arbitrary way). Limitation: express exemption for measures that are taken to assist/advance persons or groups disadvantages because of discrimination. This does not constitute discrimination.</p>
	<input type="checkbox"/>	<p>Right to life (section 16) – No person to be arbitrarily deprived of life. Involves obligations on the State to protect life. Public entities must protect the lives of people in their care. Limitation: cannot be 'arbitrarily' deprived of life (i.e. by conduct that is capricious, unpredictable or unjust).</p>
	<input type="checkbox"/>	<p>Protection from torture and cruel, inhuman or degrading treatment (section 17) – degrading treatment focuses on humiliation (which is a subjective test). Treatment has a wide meaning and includes dealing with a person in a certain way or applying a process to someone.</p>
	<input type="checkbox"/>	<p>Freedom from forced work (section 18) – the right to freedom from forced work (slavery or servitude). Individuals shouldn't be subject to conditions that violate individual dignity or exploit human productivity. Limitation: does not include service/work required under a court order, in an emergency or that is part of civil obligations.</p>
	<input type="checkbox"/>	<p>Freedom of movement (section 19) – every person lawfully in Queensland has the right to move freely within Queensland, enter or leave and choose where to live.</p>
	<input type="checkbox"/>	<p>Freedom of thought, conscious, religion and belief (section 20) – the right to develop autonomous thoughts and conscience, to think and believe what they want, to have or adopt a religion and to demonstrate religion or belief through worship, ritual, practice and teaching.</p>
	<input type="checkbox"/>	<p>Freedom of expression (section 21) – the right of all persons to hold an opinion without interference and to seek, receive and express information and ideas. The right encompasses seeking information from government (XYZ v Victorian Police [2010] VCAT 255)</p>
	<input type="checkbox"/>	<p>Peaceful assembly and freedom of association (section 22) – Right to gather together in order to exchange, give or receive information, to express views or to conduct a protest or demonstration. Limitation: only applies to peaceful assemblies.</p>
	<input type="checkbox"/>	<p>Taking part in public life (section 23) – the right of all persons to contribute to and exercise their voice in relation to the public life of the State. Ensures all persons have the opportunity to contribute to the political process and public governance. Includes right to vote and to be elected to public office. Limitation: Applies to 'eligible persons' (e.g. persons old enough to vote).</p>
<input type="checkbox"/>	<p>Property rights (section 24) – protects the right of all persons to own property (real and personal property) and to not be arbitrarily deprived of property. Limitation: cannot be 'arbitrarily' deprived of property (i.e. by conduct that is capricious, unpredictable or unjust).</p>	
<input type="checkbox"/>	<p>Privacy and reputation (section 25) – A person has the right not to have their privacy, family home or correspondence unlawfully or arbitrarily (capricious, unpredictable or unjust) interfered with. A person has the right not have the person's reputation unlawfully attacked. Limitation: cannot be unlawfully or arbitrarily interfered with.</p>	

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Step 3 continued	<input type="checkbox"/>	Protection of families and children (section 26) – Families are entitled to protection by the state and society. Children have the same rights as adults, including additional protections according to their best interests and because they are children.
	<input type="checkbox"/>	Cultural rights (section 27) – rights directed towards ensuring the survival and continued development of the cultural, religious and social identity of minorities. Right to enjoy culture, religion and language.
	<input type="checkbox"/>	Cultural rights – Aboriginal peoples and Torres Strait Islander peoples (section 28) – protects the right to live life as an Aboriginal or Torres Strait Islander who is free to practice their culture.
	<input type="checkbox"/>	Right to liberty and security of person (section 29) – entitles all persons to liberty of the person, including the right not to be arrested or detained except in accordance with the law. Right to security means all reasonable steps must be taken to ensure the physical safety of those in physical harm. Limitations and qualifications: must not be subject to arbitrary arrest; must not be deprived of liberty except on grounds and with procedures established by law; right to be brought to trial without unreasonable delay for criminal charges.
	<input type="checkbox"/>	Humane treatment when deprived of liberty (section 30) – recognises the vulnerability of persons in detention and intends to ensure they are treated humanely. Limitation: an accused person has the right to be segregated from convicted unless reasonably necessary.
	<input type="checkbox"/>	Fair hearing (section 31) – A person has the right to procedural fairness when coming before a court or tribunal.
	<input type="checkbox"/>	Rights in criminal proceedings (section 32) – protects the rights to be presumed innocent until proven guilty and guilt to be proved beyond a reasonable doubt. Also the right to legal representation, to be tried without unreasonable delay and to remain silent.
	<input type="checkbox"/>	Children in criminal proceedings (section 33) – recognises that young persons who become involved in the criminal justice system deserve special protections by virtue of their age. Must not be detained with adults and brought to trial as quickly as possible.
	<input type="checkbox"/>	Right not to be tried or punished more than once (section 34) – protects against double jeopardy – not to be taken to court or punished more than once for an offence they have already been convicted or acquitted.
	<input type="checkbox"/>	Retrospective criminal laws (section 35) – the right to not be found guilty of an offence for an action that was not an offence at the time it was committed. Not to be punished more severely where there has been a change to the law since committing the offence. Entitled to reduction in penalty if the penalty is reduced before sentencing. Law must be precise for a person to know if an act is criminal. Limitation: does not apply where an offence is created after the act/omission where at the time the act/omission was an offence under international law.
	<input type="checkbox"/>	Right to education (section 36) – right of every child to primary and secondary schooling and right of each person, based on their abilities, to further vocational education and training is equally accessible to all.
	<input type="checkbox"/>	Right to health services (section 37) – right to access health services without discrimination and not to be refused medical treatment that is immediately necessary to save their life or prevent serious impairment.

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<p>Step 4</p> <p>Ask does the proposed act or decision affect (e.g. restrict or interfere) with the relevant rights?</p> <p>If YES, proceed to Step 5.</p> <p>If NO, further consideration is unnecessary. The proposed act or decision does not affect (i.e. restrict or interfere) the relevant rights. Record this outcome. End of assessment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here how the act/decision will/will not restrict or interfere with the relevant rights.</p>
<p>Step 5</p> <p>If there is a limitation (restriction or interference), is that limitation reasonably and demonstrably justifiable (proportionality assessment)?</p> <p>Undertake the proportionality assessment by completing the steps below.</p>	
<p>Step 5(a)</p> <p>Is the limitation provided in an Act, Regulation or common law?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the head of power and proceed to Step (5b).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to the relevant Act, Regulation or common law.</p>
<p>Step 5(b)</p> <p>Is the purpose of the limitation important?</p> <p>Articulate the purpose of the proposed limitation on human rights. Does it address a specific area of public or social concern that is pressing and substantial?</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the purpose of the proposed limitation and importance and proceed to Step (5c).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain here why the purpose of the limitation is important. Does it address a specific area of public or social concern that is pressing and substantial?</p>

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<p>Step 5(c)</p> <p>Is material available that demonstrates that the proposed limitation is important?</p> <p>Material may include researching findings, consultation findings, review and empirical data.</p> <p>If material is not available, gather material and reconsider the decision.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, identify the material and proceed to Step 5(d).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make reference to relevant material and make sure to keep a copy.</p>
<p>Step 5(d)</p> <p>Is the limitation on the right rationally and proportionally connected to the objective you are trying to achieve?</p> <p>Consider whether the limitation is likely to achieve the objective and whether the decision limits the right only to the extent necessary to achieve the objective.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(e).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain how the limitation will achieve the outcome and that the limitation is only to the extent necessary to achieve the outcome.</p>
<p>Step 5(e)</p> <p>Does the limitation fall within the range of reasonable approaches to achieve the purpose?</p> <p>Consider whether there are less restrictive means to achieve the purpose of the limitation.</p> <p>Incorporate safeguards where appropriate.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right.</p> <p>If YES, proceed to Step 5(f).</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain whether there are less restrictive ways to achieve the purpose of the limitation and whether safeguards can be incorporated.</p>

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<p>Step 5(f)</p> <p>Is the limitation on the human right outweighed by the value of achieving the purpose?</p> <p>Consider whether the balance accords with the values of a free and democratic society based on human dignity, equality and freedom.</p> <p>Pay particular attention to the nature of the human right and the importance of the values underlying that right.</p> <p>If YES, the limit contained in the proposal is probably justified as a reasonable limit on the human right – END OF ASSESSMENT.</p> <p>If NO, the limit/s contained in the proposal is probably not justifiable as a reasonable limit on the human right – Reconsider the act/decision.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Explain the importance of the values underlying the right and whether the limitation is outweighed by the value of achieving the purpose.</p>
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Closed Meeting

In accordance with the provisions of section 254 of the *Local Government Regulation 2012*:

- (1) *A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss—*
 - (a) *the appointment, dismissal or discipline of employees; or*
 - (b) *industrial matters affecting employees; or*
 - (c) *the local government's budget; or*
 - (d) *rating concessions; or*
 - (e) *contracts proposed to be made by it; or*
 - (f) *starting or defending legal proceedings involving the local government; or*
 - (g) *any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or*
 - (h) *other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*
- (2) *A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.*
- (3) *A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.*

It is recommended that the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 254 of the *Local Government Regulation 2012*, for the reasons indicated.

6. SUB-REGIONAL WASTE ALLIANCE - EVALUATION REPORT

This report is considered confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012*, as it contains information relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

16. **SUB-REGIONAL WASTE ALLIANCE - EVALUATION REPORT

This is a report concerning the sub-regional waste alliance of Councils (the Alliance) and the expression of interest process seeking the provision of resource recovery services and/or waste disposal services.

The purpose of this report is to provide Councillors with an overview of:

- the background and structure of the proposed sub-regional solution types including material recovery of recyclables and resource recovery and disposal services; and
- consider the outcome of the acceptable operating parameter evaluation report; and

- consideration of whether to progress any solution types to an early tenderer consideration phase.

RECOMMENDATION

- A. That Council resolve the recommendations as outlined in confidential Attachment 1 and progress to the Early Tenderer Involvement Phase those participants identified, subject to the decisions of other Sub-Regional Waste Alliance Councils resulting in minimum ongoing participation thresholds being reached.
 - B. That all expressions of interest identified in confidential Attachment 1 to not progress, be set aside and not considered further for a sub-regional solution.
 - C. That the Chief Executive Officer notify the Chief Executive Officer of Logan City Council in writing of Council's decisions in relation to the Sub-Regional Waste Alliance Shortlisted Solutions Evaluation report and recommendations.
 - D. That this report and attachments remain confidential until any contract resulting from this potential procurement process is awarded or otherwise details published in accordance with legislative requirements, subject to maintaining the confidentiality of legally privileged private and commercial in confidence information.
 - E. Recommendations A to D above are compatible with human rights and relevant human rights have been given proper consideration in accordance with section 58(1) of the *Human Rights Act 2019 (Qld)*.
-