



City of
Ipswich

AGENDA

ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE

Thursday, 9 March 2023

10 minutes after the conclusion of the Community, Culture, Arts and Sport Committee or such later time as determined by the preceding committee

Council Chambers, Level 8
1 Nicholas Street, Ipswich

MEMBERS OF THE ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE

Councillor Nicole Jonic (**Chairperson**)
Deputy Mayor Jacob Madsen (**Deputy Chairperson**)

Mayor Teresa Harding
Councillor Kate Kunzelmann
Councillor Andrew Fechner
Councillor Marnie Doyle

ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE AGENDA

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** Item includes confidential papers

ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2

9 MARCH 2023

AGENDA

WELCOME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

BUSINESS OUTSTANDING

1. **RESPONSE TO NOTICE OF MOTION - EVENT FRIENDLY COUNCIL**

This is a report concerning the Notice of Motion moved at the Economic and Industry Development Committee Meeting of 13 October 2022 that Council evaluate becoming an Event Friendly Council.

RECOMMENDATION

- A. That Council endorse the development of Pre-Approved Event Precincts in consultation with the Mayor, Chair Economic and Industry Development Committee and relevant Divisional Councillors.
- B. That Council endorse Entertainment Venue conditions to permit third parties to deliver events within pre-approved entertainment venues.
- C. That Council endorse the development of an online Event Planning Calendar.

CONFIRMATION OF MINUTES

2. **CONFIRMATION OF MINUTES OF THE ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2023(01) OF 9 FEBRUARY 2023**

RECOMMENDATION

That the Minutes of the Meeting held on 9 February 2023 be confirmed.

OFFICERS' REPORTS

3. **MAINSTREET AUSTRALIA IPSWICH STREETSHOW**

This is a report concerning the Mainstreet Australia Ipswich StreetShow event happening in May 2023 for the Ipswich Business community.

RECOMMENDATION

That the report concerning the Mainstreet Australia Ipswich StreetShow in May 2023 be received and its contents noted.

4. **PLANES, TRAINS AND AUTO'S 2023 PROGRAM PREVIEW**

This is a report concerning the 2023 Planes, Trains and Auto's Festival program of events. 2023 marks the third year of this festival, and the first to secure Tourism and Events Queensland funding. This year's festival offers an extended program of events and activations across the entire May long-weekend.

RECOMMENDATION

That the report concerning the 2023 Planes, Trains and Auto's Festival program of events be received and its contents noted.

NOTICES OF MOTION

MATTERS ARISING

Doc ID No: A8690362

ITEM: 1
SUBJECT: RESPONSE TO NOTICE OF MOTION - EVENT FRIENDLY COUNCIL
AUTHOR: EXECUTIVE COORDINATOR
DATE: 22 FEBRUARY 2023

EXECUTIVE SUMMARY

This is a report concerning the Notice of Motion moved at the Economic and Industry Development Committee Meeting of 13 October 2022 that Council evaluate becoming an Event Friendly Council.

RECOMMENDATION/S

- A. That Council endorse the development of Pre-Approved Event Precincts in consultation with the Mayor, Chair Economic and Industry Development Committee and relevant Divisional Councillors.**
- B. That Council endorse Entertainment Venue conditions to permit third parties to deliver events within pre-approved entertainment venues.**
- C. That Council endorse the development of an online Event Planning Calendar.**

RELATED PARTIES

There are no discernible related party conflicts of interest associated with the report or its recommendation.

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

At the Economic and Industry Development Committee Meeting of 13 October 2022, the following Recommendation was moved by Mayor Harding and seconded by Councillor Jonic:

- A. That Council evaluate becoming an Event Friendly Council.
- B. That a report be prepared on how Council can streamline Council processes to make it easier for event organisers to operate in Ipswich.
- C. That the report be presented to the Economic and Industry Development Committee no later than February 2023.

It was noted at the 9 February Economic and Industry Development Committee Meeting that the report would be presented to the 9 March Committee instead.

Current State – Events in Council Parks and Sporting Grounds

A licence is required under Local Law No. 3 Commercial Licensing (2013) to hold a temporary/one-off event in the City of Ipswich.

A Temporary Entertainment Event Licence (TEEL) application is required to be completed and submitted to Council at least six weeks prior to the event date – see attachment 1 to view the current TEEL application form.

If the event is being held in a Council park, an Application for Use of Council Parks and Facilities is also required to be submitted to Council no later than two weeks prior to the event for small scale events and six weeks prior to the event for larger scale events – see attachment 2 to view the current Application for Use of Council Parks and Facilities.

Once a TEEL application is received by Engineering, Health and Environment Branch, the following Risk Assessment Criteria is applied in order to classify the event as low, medium or high impact:

Low Impact events do not require the provision of a TEEL for the following reasons:

- The event is for a minor use
- The event involves low risk activities
- Regular community use can be easily accommodated

Some examples of Low Impact events are:

- A wedding or family gathering that is not open to the public
- A school concert or performance
- A school sporting event

Low Impact events in Council parks still require a permit which is assessed by Works and Field Services Branch.

Low Impact events will still incur a fee which is processed by Libraries and Customer Services Branch.

Medium to High Impact events do require the provision of a TEEL having triggered two or more of the following assessment criteria:

- Over 500 attendees
- Alcohol

- Fireworks
- Three food licensed business stalls and an entertainment device
- Over ten food licensed business stalls
- Traffic road permit required
- Petting animal zoo
- Amplified noise for outdoor concert

In order for a TEEL to be processed, additional documentation will be required including Public Liability Insurance, Certificate of Currency, Food Licence, Liquor Licence or a Traffic Management Plan.

The nature of Medium to High Impact events means it is likely Council Officers will require further interactions with the applicant during processing in order to fully complete the TEEL.

Medium to High Impact events in Council parks also require a permit which is assessed by Works and Field Services Branch. Medium to High Impact events also incur a fee which is processed by Libraries and Customer Services Branch.

Process Improvement – Events in Council Parks and Sporting Grounds

Pre-Approved Event Precincts

Used by a number of Councils nationally, this is an effective way to manage and mitigate event risks within a relatively controlled and consistent environment – giving event organisers easier and more reliable access to superior event locations.

Each Pre-Approved Event Precinct would have its own set of conditions unique to its infrastructure and environment which would allow for a higher quality fit-for-purpose self-assessment beyond the blanket TEEL triggers detailed previously.

As an example, below could be the Pre-Approved Event Precinct conditions for The Circle, Robelle Domain – with the completion of a self-assessment within these conditions a TEEL application would not be required:

Up to 4,000 people.

Sunday to Thursday:

- *Activity from 7am to 11pm*
- *All amplified noise to cease by 10pm*
- *All event activities to end, and all people to vacate the site by 11pm.*

Friday and Saturday:

- *Activity from 7am to midnight*
- *All amplified noise to cease by 11pm*
- *All event activities to end, and all people to vacate the site by midnight.*

A copy of your liquor licence / or not applicable.

A copy of your food licence details / or not applicable.

A copy of your noise management plan / or not applicable.

A traffic management plan / or not applicable.

Conditions applied to Pre-Approved Event Precincts across the city would vary based on the specific infrastructure and environment of each. An initial list of six potential Pre-Approved Event Precincts is suggested here:

- Redbank Plains Recreation Reserve, Redbank Plains
- Evan Marginson Park, Goodna
- Robelle Domain, Springfield Central
- Limestone Park, Ipswich Central
- Queens Park, Ipswich Central
- Tulumur Place, Ipswich Central

The agreement and establishment of Pre-Approved Event Precincts across the city would additionally improve the effective planning, maintenance and management of these facilities as a more coordinated and purposeful approach to the facility is applied.

An additional process improvement for Pre-Approved Event Precincts would be a singular form which replaces the Temporary Entertainment Event Licence and the Application for Use of Council Parks and Facilities. Event managers would only need to complete one form which would then satisfy the event licence and permit processes, streamlining both the customer and Council's backend processing.

Process Improvement – Events in Entertainment Venues

In addition to events in Council Parks and Sporting Grounds, Subordinate Local Law No. 3.1 (Commercial Leasing) allows for events to take place at select Entertainment Venues without requiring a TEEL as long as the event is being delivered by the venue owner, currently those venues are:

- Ipswich Motorsport Precinct, Willowbank
- Ipswich Showground, Ipswich Central

- Rosewood Showground, Rosewood
- Marburg Showground, Marburg
- Ipswich Turf Club, Bundamba
- Ivory's Rock Conference Centre, Peak Crossing

If the event is being delivered by a third party or attendance is expected to exceed the development / design approval, a TEEL is required.

Council's Engineering, Health and Environment Branch has suggested it would be possible to amend the application to extend to third parties delivering events within the development / design approval at these venues.

This would allow for venue owners to attract more third-party events and event managers would have access to a greater number of 'pre-approved' event venues in Ipswich.

Process Improvement – Event Planning Calendar

Another suggested process improvement focused on assisting event managers looking to deliver events in Ipswich is a user-friendly Event Planning Calendar.

Currently there is no obvious event calendar on ipswich.qld.gov.au which is where any potential event manager will access Council's Park Search or TEEL licencing and where the Pre-Approved Event Precincts would be accessed if deployed.

DiscoverIpswich.com does host a comprehensive key events calendar however it is reliant on the Australian Tourism Data Warehouse (ATDW) as its content source. The ATDW is Australia's national tourism database and distribution platform which represents over 90,000 small and medium sized tourism products, events and destinations. It is an excellent channel for key events and tourism experiences.

ATDW however does not generally capture the various community and civic events happening across Ipswich at any given time.

Coordinating an event calendar which captures all levels of events in one accessible location would assist event managers to time their activities more strategically and avoid event clashes.

It would also work as an additional source of information and inspiration for Ipswich locals and visitors to explore things to see and do across the city throughout the year.

LEGAL IMPLICATIONS

This report and its recommendations are consistent with the following legislative provisions:
Local Law 3 (Commercial Licensing)

POLICY IMPLICATIONS

There are no discernible policy implications associated with the report or its recommendation.

The noted Local Law No. 3 Commercial Licensing (2013) and its associated procedures would need to be considered.

The report and its recommendation support the objectives and deliverables of Council's Economic Development Strategy and City Events Plan.

RISK MANAGEMENT IMPLICATIONS

If Council was to proceed with the process improvements described as Pre-Approved Event Precincts, Events in Entertainment Venues and Event Planning Calendar – a project plan with risk implications would be scoped.

It is reasonable to assume the risks would primarily relate to compliance and enforcement of self-assessable event management plans.

Initial discussions with Council's Engineering, Health and Environment Branch indicates that a recalibration of TEEL triggers whilst maintaining clear conditions within relatively controlled and consistent environments is a more fit-for-purpose approach.

FINANCIAL/RESOURCE IMPLICATIONS

If Council was to proceed with the process improvements described as Pre-Approved Event Precincts, Events in Entertainment Venues and Event Planning Calendar – a project plan with financial and resource implications would be scoped.

It is reasonable to assume the most significant implication would be resource related as a substantial amount of process change across numerous Council functions would be required. It is likely a project officer would be dedicated to the work for between three to six months.

Additionally, all three improvements would require medium level programming and development costs associated with the customer interface on lpswich.qld.gov.au and the various backend platforms supporting the functionality.

These financial and resource implications would be factored into the 2023/24 budget process.

COMMUNITY AND OTHER CONSULTATION

Council's City Events Section were consulted and supportive of the improvements.

Council's Engineering, Health and Environment Branch were consulted and supportive of the improvements.

Council's Customer Experience Program team were consulted and supportive of the improvements.





CONCLUSION

Three process improvements described as Pre-Approved Event Precincts, Events in Entertainment Venues and an Event Planning Calendar have been recommended as options for Ipswich to become a more event friendly Council.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS	
OTHER DECISION	
(a) What is the Act/Decision being made?	<ol style="list-style-type: none"> 1. That Council endorse the development of Pre-Approved Event Precincts in consultation with the Mayor, Chair Economic and Industry Development Committee and relevant Divisional Councillors. 2. That Council endorse the extension of established Entertainment Venue conditions to third parties delivering events within the development / design approval at these venues. 3. That Council endorse the development of an online Event Planning Calendar.
(b) What human rights are affected?	No human rights are affected by this decision.
(c) How are the human rights limited?	Not applicable.
(d) Is there a good reason for limiting the relevant rights? Is the limitation fair and reasonable?	Not applicable.
(e) Conclusion	The decision is consistent with human rights.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Temporary Entertainment Event Application Form  
2.	Application for Use of Parks and Facilities  

Katie Baynham
EXECUTIVE COORDINATOR

I concur with the recommendations contained in this report.

Ben Pole
GENERAL MANAGER, COMMUNITY, CULTURAL AND ECONOMIC DEVELOPMENT

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



IPSWICH CITY COUNCIL

Temporary Entertainment Event Application Form

It is highly recommended you read through the application prior to completing, as your application may require supporting documentation, e.g. Public Liability Insurance (PLI) Certificate of Currency, Food Licence or Liquor Licence.

Failure to supply all necessary documents will delay the processing of your application.

Application forms must be completed in full and submitted to Council no later than six (6) weeks prior to the event. Applications made within 10 business days of an event will incur an express processing fee. Applications may be refused if there is no capacity to process the applications within the desired timeframe. Submitting an application does not guarantee approval. If approved, a licence will be issued.

If you are holding your event in a council park, please view available locations and standard conditions via Council's Parks Search at ipswich.qld.gov.au/parkssearch

Where fees may be applicable, please refer to Council's fees and charges at ipswich.qld.gov.au/feesandcharges

PART A – APPLICANT DETAILS (individual's full name or company must be a legal entity)					
Company name					
Title		Given name		Surname	
Title		Given name		Surname	
Title		Given name		Surname	
Note: a trading name or trust cannot hold a licence					
Entity type	<input type="checkbox"/> Sole trader				
	<input type="checkbox"/> Partnership				
	ABN/ACN (mandatory)				
	<input type="checkbox"/> Copy of photo ID attached (if no ABN)				
Registered address					
Suburb				State/Territory	Postcode
Postal address (if different from above)					
Suburb				State/Territory	Postcode
Home phone		Work phone		Mobile	
Email					
Go to Contact Details section					

Item 1 / Attachment 1.

CONTACT DETAILS						
Title		Given name		Surname		
Postal address						
Suburb			State/Territory		Postcode	
Home phone		Work phone		Mobile		
Email						
Preferred method of contact for correspondence					<input type="checkbox"/> Email	<input type="checkbox"/> Phone
Will you be the site supervisor for the event?					<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, Site Supervisor Name				Mobile		
PART B – PUBLIC LIABILITY INSURANCE (PLI)						
<p>Council requests Public Liability Insurance (PLI) for certain types of events, activities or if there is a potential risk to public health and safety. A Certificate of Currency must be provided to Council with your application otherwise your application cannot progress. The minimum cover required is \$20 million and the insurance company must be licensed to operate in Australia. The certificate must be in the name of the applicant for the event and have Ipswich City Council nominated as an interested party on the policy.</p>						
Has a copy of the Certificate of Currency been attached to this application?					<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, what date will certification be provided?				<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
PART C – EVENT DETAILS						
Event name						
Event location						
Event type:						
<input type="checkbox"/> Open to public <input type="checkbox"/> Private <input type="checkbox"/> Sport and Recreation						
Event category:						
<input type="checkbox"/> Commercial <input type="checkbox"/> Community						
Start date	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		End date	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
Start time			End time			
Please allow for bump-in (i.e. event setup) and bump-out (i.e. event pickup) when providing times						
Approximate number of guests at any one time						
Approximate total number of guests over the duration of the event						

PART D – DESCRIPTION OF EVENT			
Briefly describe the event and its purpose, including schedule of activities. Attach a separate sheet if necessary.			
PART E – FOOD			
Is food being served or sold (included in admission price)?			<input type="checkbox"/> Served <input type="checkbox"/> Sold* <input type="checkbox"/> No
Provide further details about the food being served/sold.			
*If being sold, please complete the Food Vendor form on last page and provide to the Environmental Health team a minimum of two (2) weeks before the event.			
<p>To determine if you require a food licence under the <i>Food Act 2006</i> or to obtain an application form, please visit ipswich.qld.gov.au or contact Council on (07) 3810 6666.</p> <p>If you are hiring a caterer for your event, it is your responsibility to ensure the caterer holds a current Food licence.</p> <p>If you are required to hold a Food Licence, a copy must be submitted with this application.</p>			
PART F – ALCOHOL			
Will alcohol be consumed, served or sold at the event?			
<input type="checkbox"/> Yes it will be consumed	<input type="checkbox"/> Yes it will be served or sold – refer to the Office of Liquor and Gaming Regulation to determine if a liquor licence is required		<input type="checkbox"/> No
Liquor licence holder name (if applicable)		Contact phone number	
PART G – WASTE MANGEMENT			
Will additional bins be provided at the event?		<input type="checkbox"/> Yes (complete details below) <input type="checkbox"/> No	
Bins required	Per 100 attendees	1 x 240L – general waste if no food or drinks are served/sold	
		2 x 240L – general waste if food or drinks are served/sold	
		2 x 240L – recycle bin	
	Over 1,000 attendees	1 x 3m ³ Front Lift Industrial Bin	
How many bins will be supplied?			
General waste bins		Recycling bins	Front load skip bins

Item 1 / Attachment 1.

PART H – TOILETS						
Will additional toilets be provided at the event?					<input type="checkbox"/> Yes (complete details below)	<input type="checkbox"/> No
Toilets required	If no alcohol available	Attendees	Males		Females	
		500	1 toilet, 2 urinals, 2 HB		6 toilets, 2 HB	
		1,000	2 toilets, 4 urinals, 4 HB		9 toilets, 4 HB	
		2,000	4 toilets, 8 urinals, 6 HB		12 toilets, 6 HB	
		3,000	6 toilets, 15 urinals, 10 HB		18 toilets, 10 HB	
		5,000	8 toilets, 25 urinals, 17 HB		30 toilets, 17 HB	
	At least one (1) unisex disability access toilet is required. HB = hand basins					
	If alcohol available	Attendees	Males		Females	
		500	3 toilets, 8 urinals, 2 HB		13 toilets, 2 HB	
		1,000	5 toilets, 10 urinals, 4 HB		16 toilets, 4 HB	
2,000		9 toilets, 15 urinals, 7 HB		18 toilets, 7 HB		
3,000		10 toilets, 20 urinals, 14 HB		22 toilets, 14 HB		
5,000		12 toilets, 30 urinals, 20 HB		40 toilets, 20 HB		
At least one (1) unisex disability access toilet is required. HB = hand basins						
Reducing toilet facilities for shorter duration events:						
Duration of event	Quantity required					
8 hours plus	100%					
6-8 hours	80%					
4-6 hours	75%					
Less than 4 hours	70%					
How many portable toilets will be provided?						
Male		Female		Disabled		
PART I – AMPLIFIED NOISE						
Will any amplified noise be used at the event?					<input type="checkbox"/> Yes (complete details below)	<input type="checkbox"/> No
What amplifying equipment will you be using at the event?						
When do you plan to use the amplifying equipment?						
<input type="checkbox"/>	Business days	Start time		Finish time		
<input type="checkbox"/>	Any other days	Start time		Finish time		
For further information on your responsibilities in relation to noise pollution from amplifying equipment please visit ipswich.qld.gov.au/noisepollution						
If a complaint is made to council and you are found to be outside of the allowable times or decibel limits you will be required to cease the use of all amplifying equipment immediately and a fine may be applicable.						
Are you engaging an acoustic consultant?					<input type="checkbox"/> Yes (complete details below)	<input type="checkbox"/> No
Acoustic consultant name			Contact phone number			

PART J – TEMPORARY STRUCTURES						
Will temporary structures be used at the event?					<input type="checkbox"/> Yes (complete details below)	<input type="checkbox"/> No
Provide details of the structures including numbers of each (e.g. marquees and tents, stalls for food, stage for presentation, children's entertainment areas such as a jumping castle)						
PART K – FIREWORKS						
Will a fireworks display be conducted at the event?					<input type="checkbox"/> Yes (complete details below)	<input type="checkbox"/> No
Licenced contractor name organising fireworks						
Fireworks operator name conducting display				Contact phone number		
Location where fireworks will be conducted						
Ensure you have attached the following document/s to this application:						
<ul style="list-style-type: none"> • Fireworks display notification form (submitted to Department of Natural Resources, Mines and Energy) 						
PART L – LASER LIGHT SHOWS						
Will a laser light show be part of the event?					<input type="checkbox"/> Yes (provide details and documents as per below)	<input type="checkbox"/> No
Laser business operator's name						
Address						
Suburb		State/Territory		Postcode		
Telephone		Operator conducting show				
Display date		□□/□□/□□□□				
Testing start time				Testing finish time		
Start time				Finish time		
<p>Permission/notification is required from CASA for the conduct of a laser of high intensity light show. Form 1584 – Proposal to conduct laser or light operations form is required to be lodged with CASA regional office:</p> <p>https://www.casa.gov.au/standard-page/laser-and-light-shows https://www.casa.gov.au/files/form1584doc</p> <p>Documents to be provided with application:</p> <ul style="list-style-type: none"> ▪ Confirmation that the laser light show has CASA approval prior to event 						

PART M – VEHICLE ACCESS	
Will vehicles require access on Council land for the event?	<input type="checkbox"/> Yes (complete details below) <input type="checkbox"/> No
Provide details including reason for requesting access, number and type of vehicles and if vehicles are over 4.5 tonnes.	
PART N – TRAFFIC MANAGEMENT	
Will the event require a Road Permit?	
<input type="checkbox"/> Yes – complete Event Road Permit Application. <input type="checkbox"/> No	
Road Permit number (if one already issued)	
<p>Traffic Management MUST be carried out by a company registered with the Department of Transport and Main Roads (DTMR) Traffic Management Registration Scheme.</p> <p>The Register of Traffic Management Organisations can be viewed on the DTMR website at Tmr.qld.gov.au</p> <p>To determine if you require a road permit or to obtain an application form visit Ipswich.qld.gov.au or contact council on (07) 3810 6666.</p>	
PART O – DRONE/AERIAL ACTIVITIES	
Will a drone or other aerial activity e.g. skydiving be part of the event?	<input type="checkbox"/> Yes (provide details and documents as per below) <input type="checkbox"/> No
Documents to be provided with application:	
<ul style="list-style-type: none"> ▪ Confirmation that aerial activity has Air Traffic Control approval (if required) prior to event. 	
PART P – ENVIRONMENTAL MANAGEMENT	
What steps will be taken to mitigate environmental impacts or nuisance (i.e. noise nuisance, light nuisance, etc)?	

Item 1 / Attachment 1.

PART Q – FIRST AID AND MEDICAL SERVICES			
First aid service supplier/provider			
First aid required	Attendees	First Aid Personnel	First Aid Posts
	500	2	1
	1,000	4	1
	2,000	6	1
	5,000	8	2
Where the expected attendance at the event is 5,000 or more, first aid room facilities must be provided.			
Number of first aid personnel		Start time	
Detail arrangements with Queensland Ambulance Service for emergency responses and event access.			
How will all event related staff be informed of the emergency evacuation plan?			
PART R – COMMUNITY SAFETY			
Will a security/crowd control company be used at the event?			<input type="checkbox"/> Yes (complete details below) <input type="checkbox"/> No
Security/crowd control company name			
Number of personnel		Personnel start time	Personnel finish time
What security arrangements do you have in place for equipment left overnight from set up to clean up?			
Is additional lighting being provided?			<input type="checkbox"/> Yes (provide details below) <input type="checkbox"/> No
Provide details including description of lights to be used, how many and times of use.			
PART S – COMMUNITY CONSULTATION			
What action will be taken to notify local residents and emergency services of your event?			

PART T – SITE PLAN			
Attach a site plan which clearly indicates all of the following applicable to the event:			
<input type="checkbox"/>	Emergency access routes/parking and disabled parking	<input type="checkbox"/>	Portable toilet facilities
<input type="checkbox"/>	Stage and direction of amplified sound	<input type="checkbox"/>	Litter/refuse facilities
<input type="checkbox"/>	Security, crowd control and/or police locations	<input type="checkbox"/>	Fireworks launch site/exclusion zone
<input type="checkbox"/>	Approved liquor consumption areas/non-alcohol areas	<input type="checkbox"/>	Marquees/tents
<input type="checkbox"/>	Site entrances/exits	<input type="checkbox"/>	Registration/marshalling areas
<input type="checkbox"/>	Food vendors	<input type="checkbox"/>	Rides, jumping castles
<input type="checkbox"/>	First aid posts		
DECLARATION			
I declare that all information supplied in this application is true and correct and I am authorised to sign on behalf of the organisation/company.			
Applicant name (individual)			
Applicant signature		Date	<input type="text"/> / <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
APPLICATION CHECKLIST			
Please ensure you have completed all sections of this application and attached the following items if they are applicable to your event:			
Certificate of Currency (Public Liability Insurance)			<input type="checkbox"/>
Bona fide charitable or community organisation evidence			<input type="checkbox"/>
Liquor licence			<input type="checkbox"/>
Site plan			<input type="checkbox"/>
Event Management Plan Note: waste, noise, security and emergency evacuation plans can be included in this document.			<input type="checkbox"/>
Risk Management Plan containing risk assessment matrix			<input type="checkbox"/>
Fireworks display notification			<input type="checkbox"/>
Food vendor list (can be submitted once finalised, at least two weeks prior to event date)			<input type="checkbox"/>

PAYMENT OPTIONS			
For fees and charges please refer to ipswich.qld.gov.au/feesandcharges			
Credit card type	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard		
Card number	<input type="text"/>	<input type="text"/>	<input type="text"/>
Expiry date	<input type="text"/>	<input type="text"/>	
Cardholder name			
Cardholder signature		Date	<input type="text"/>
Amount authorised	\$ <input type="text"/>		
Cheque (make payable to Ipswich City Council), cash, money order or credit card			
LODGEMENT Please lodge your completed application form to			
In person	Post to	Email	
Ipswich City Council Administration Building 50 South Street IPSWICH	Ipswich City Council PO Box 191 IPSWICH QLD 4305	council@ipswich.qld.gov.au	
INTERNAL USE ONLY			
Application number			
Amount paid	\$ <input type="text"/>	Date paid	<input type="text"/>
Receipt number			

Ipswich City Council is collecting your personal information in accordance with Council's Local Laws and/or relevant legislations so that we can manage a variety of processes concerning the processing of this application. We will not disclose your personal information outside of Council unless we are required by law or you have given your consent. However, in order to perform the above functions, we may need to disclose your personal information to the Chief Executive Officer who may in turn make this information available to others in accordance with the Act or as required by law.

Last reviewed January 2022_A5484339

ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2023(01)

9 FEBRUARY 2023

MINUTES

COUNCILLORS' ATTENDANCE: Councillor Nicole Jonic (Chairperson); Councillor Jacob Madsen (Deputy Chairperson and Deputy Mayor), Mayor Teresa Harding, Kate Kunzelmann, Andrew Fechner and Marnie Doyle

COUNCILLOR'S APOLOGIES: Nil

OFFICERS' ATTENDANCE: Chief Executive Officer (Sonia Cooper), General Manager Community, Cultural and Economic Development (Ben Pole), Manager, Marketing and Promotions (Carly Gregory), Coordinator – Major Projects and Advocacy (Dan Heenan), Chief of Staff – Office of the Mayor (Melissa Fitzgerald), Acting General Manager Infrastructure and Environment (Graeme Martin), Manager Economic and Community Development (Cat Matson), Senior Communications and Policy Officer (Jodie Richter), Senior Media Officer (Darrell Giles), Senior Media Officer (Lucy Stone) and Theatre Technician (Harrison Cate)

WELCOME TO COUNTRY/ACKNOWLEDGEMENT OF COUNTRY

Councillor Nicole Jonic (Chairperson) delivered the Acknowledgement of Country.

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. **CONFIRMATION OF MINUTES OF THE ECONOMIC AND INDUSTRY DEVELOPMENT COMMITTEE NO. 2022(11) OF 29 NOVEMBER 2022**

RECOMMENDATION

Moved by Councillor Nicole Jonic:
Seconded by Mayor Teresa Harding:

That the Minutes of the Economic and Industry Development Committee held on 29 November 2022 be confirmed.

AFFIRMATIVE

Councillors:

Madsen

Harding

Kunzelmann

Fechner

Jonic

Doyle

NEGATIVE

Councillors:

Nil

The motion was put and carried.

OFFICERS' REPORTS

2. **EVENT SPONSORSHIP - IPSWICH CUP 2023**

This is a report concerning an event sponsorship application by Ipswich Turf Club for support of the Ipswich Cup Race Day in June 2023.

The application is for \$25,000 ex GST in financial support. However, the recommendation is to maintain the sponsorship level provided in 2022.

RECOMMENDATION

Moved by Councillor Andrew Fechner:
Seconded by Councillor Marnie Doyle:

That the Ipswich Turf Club receive \$20,000 excl. GST in financial support.

AFFIRMATIVE

Councillors:

Madsen

Harding

Kunzelmann

NEGATIVE

Councillors:

Nil

Fechner
Jonic
Doyle

The motion was put and carried.

3. QUARTERLY EVENT SPONSORSHIP AND TICKET ALLOCATION REPORT

This is a report concerning event sponsorship approved in the period of 1 October 2022 to 31 December 2022 as required under the Event Sponsorship Policy.

RECOMMENDATION

Moved by Councillor Nicole Jonic:
Seconded by Councillor Andrew Fechner:

A. That Council receive and note that the following event sponsorship allocations during the 1 October 2022 to 31 December 2022 period:

Event Sponsorship under \$15,000 (excl. GST) approved by the General Manager, Community, Culture and Economic Development:

- **Australian Skateboarding Community Initiative Pty. Ltd. receive \$10,000 (excl. GST) in cash support for the 2023 Eastern Rumble.**
- **Queensland Basketball Inc. receive \$7,000 (excl. GST) in cash support for the 2023 Basketball Qld U12 Girls State Championship.**

B. That Council receive and note that there were no event sponsorship ticket allocations made during the 1 October 2022 to 31 December 2022 period.

AFFIRMATIVE
Councillors:
Madsen
Harding
Kunzelmann
Fechner
Jonic
Doyle

NEGATIVE
Councillors:
Nil

The motion was put and carried.

4. IPSWICH CITY COUNCIL FEDERAL BUDGET SUBMISSION

This is a report concerning Ipswich City Council's Federal Pre-Budget submission as part of Council's advocacy program.

RECOMMENDATION

Moved by Councillor Marnie Doyle:
Seconded by Councillor Kate Kunzelmann:

That the Ipswich City Council 2023 – 2024 Federal Budget Pre-Budget Submission be received and the contents noted.

AFFIRMATIVE

Councillors:

Madsen

Harding

Kunzelmann

Fechner

Jonic

Doyle

NEGATIVE

Councillors:

Nil

The motion was put and carried.

NOTICES OF MOTION

Nil

MATTERS ARISING

Councillor Nicole Jonic (Chair) noted that a report on the Mayoral Motion for Council to be a more Event Friendly Council was due to the February Committee meeting however will now be presented at the March Committee meeting.

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 11.54 am.

The meeting closed at 12.08 pm.

Doc ID No: A8684287

ITEM: 3
SUBJECT: MAINSTREET AUSTRALIA IPSWICH STREETSHOW
AUTHOR: PROJECT MANAGER - IPSWICH CENTRAL
DATE: 20 FEBRUARY 2023

EXECUTIVE SUMMARY

This is a report concerning the Mainstreet Australia Ipswich StreetShow event happening in May 2023 for the Ipswich Business community.

RECOMMENDATION/S

That the report concerning the Mainstreet Australia Ipswich StreetShow in May 2023 be received and its contents noted.

RELATED PARTIES

Council is partnering with Mainstreet Australia to deliver this event. Mainstreet Australia provides education and advocacy services for local shopping precincts to drive social and economic outcomes for local communities.

There are no discernible conflicts of interest related to the report and its recommendation.

IFUTURE THEME

Vibrant and Growing

PURPOSE OF REPORT/BACKGROUND

Partnering with Mainstreet Australia, Ipswich is the first city in Queensland to host a StreetShow as part of Mainstreets of Australia Week (15-21 May 2023) - a national event celebrating all that main streets bring to the community and economy.

The Ipswich StreetShow, a four-hour interactive program, will be held on Tuesday 16 May and includes experts who will analyse and review the local area and provide tips and advice to the business community. This will be followed by a live panel discussion, workshop, dinner and networking.

The objective of the event is:

- to provide quality professional development opportunities for businesses of Ipswich, to build retail and hospitality capability and skills including marketing, branding and visual merchandising

- to educate businesses and deliver expert insights on how to work together to leverage major events and campaigns
- to explore how to develop partnerships, enhance branding and business development opportunities

Mainstreet Australia is a membership-based Association that provides forums for information exchange, networking and professional development for traditional high streets, strip shopping centres and town centres (collectively referred to as main streets) and the business groups within them.

Following the event, a report will be issued by Mainstreet Australia summarising key themes, outcomes, next steps and recommendations.

The target audience for this event is all businesses in the local government area, but more specifically both small and large retailers, centre managers, business and trader's association representatives.

This event also coincides with Small Business Month and is a specific example of the implementation of Council's Economic Development Strategy by working with businesses and landowners to foster investment and growth.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

Whilst not related to a specific organisational policy, this event is an action of Council's Small Business Friendly Program and Council's Economic Development Strategy.

RISK MANAGEMENT IMPLICATIONS

There are no discernible risk implications associated with this report and its recommendation.

FINANCIAL/RESOURCE IMPLICATIONS

Council has allocated \$15,000 to the Mainstreet Australia Ipswich StreetShow from its 2022/23 Local Business Capability budget.

COMMUNITY AND OTHER CONSULTATION

Economic Development Officers have engaged with:

- Ipswich Region Chamber of Commerce
- Greater Springfield Chamber of Commerce
- QLD Government Department of Education, Small Business and Training

All parties are supportive of the event and have agreed to assist with promotion of the event and support of key outcomes.

CONCLUSION

Council's Economic Development team is committed to building partnerships with industry experts to deliver capacity and capability building opportunities to support a connected, informed and engaged business community.

The Ipswich StreetShow event will bring local businesses and stakeholders together with industry experts to develop local business and provide social and economic benefits to businesses and the community.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS
RECEIVE AND NOTE REPORT
The Recommendation states that the report be received, and the contents noted. The decision to receive and note the report does not limit human rights. Therefore, the decision is compatible with human rights.

Erin Marchant

PROJECT MANAGER - IPSWICH CENTRAL

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

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

Doc ID No: A8684374

ITEM: 4
SUBJECT: PLANES, TRAINS AND AUTO'S 2023 PROGRAM PREVIEW
AUTHOR: MANAGER, MARKETING AND PROMOTIONS
DATE: 21 FEBRUARY 2023

EXECUTIVE SUMMARY

This is a report concerning the 2023 Planes, Trains and Auto's Festival program of events. 2023 marks the third year of this festival, and the first to secure Tourism and Events Queensland funding. This year's festival offers an extended program of events and activations across the entire May long-weekend.

RECOMMENDATION/S

That the report concerning the 2023 Planes, Trains and Auto's Festival program of events be received and its contents noted.

RELATED PARTIES

There are no discernible related party conflicts of interest associated with the report or its recommendation.

IFUTURE THEME

Vibrant and Growing

PURPOSE OF REPORT/BACKGROUND

The Planes, Trains and Auto's Festival (PTA) is an annual event in Council's City Events Plan schedule of regionally significant events. In 2023 PTA will run from Friday 28 April to Monday 1 May. Launched in 2021, PTA has expanded into a long-weekend program of events and experiences that celebrate the city's identity linked to our defence industry hub, motorsport precinct and industrial rail heritage.

The festival's growing list of event presenting and program partners is testament to its success and strengthens the appeal to stay in or visit Ipswich on the May long weekend. The multi-day format encourages overnight visitation to the region which is integral to increased visitor expenditure, delivering on the Economic Development Strategy and Destination Management Plan.

A program of key events (attached) will be distributed in mid-March with a marketing campaign to follow. The full program is available at www.ipswichfestivals.com.au.

KEY FESTIVAL HIGHLIGHTS

Friday 28 April, ASBK Fan Activation

Aligned with Nicholas Street Precinct's Tunes on Tulumur Event in Ipswich Central. Activation will include an ASBK (Australian Superbike Championship) fan meet and greet and championship-related activities.

Saturday 29 April Planes, Trains and Auto's

- 9.00am to 4.00pm, The Workshops Rail Museum (TWRM)
- Low-cost ticketing
- Air Display: Warbird flypasts by Red Thunder; a high energy aerobatic display by Matt Hall (reigning Red Bull Air Race world champion)
- Defence Presence: Air Force and Army vehicles on display (exact asset details are still being determined)
- TWRM exhibitions and kids activities, an exclusive self-guided walking tour through parts of Queensland Rail's extensive workshops
- Autos: displays including pre-1919 motorcycles, classic and muscle cars, emergency services vehicles as well as monster and mini machinery, drag cars, superkarts and more
- Discover the fascinating world of an airport at the Brisbane Airport Information Centre. Learn about the people, the history and the future that awaits
- TAE Aerospace – Display TBA
- Bremer Ford range display
- Ipswich Waste Services: Domestic side arm truck and a skip truck
- Roving Entertainment
- We are still working with a number of parties like Rheinmetall and Bekaa Air on the details/approval of their displays
- Complete your Planes, Trains and Autos experience with a 30-minute vintage diesel hauled train ride with Queensland Pioneer Steam Railway

Saturday 29 April, Ipswich Central Evening Satellite Events

- 4 Hearts Brewing will host PTA themed offer + live music/small chopped vehicle display
- Ipswich Show Society will present a car show/tunes/food vans
- Nicholas Street Precinct TBC

Friday 28 – Sunday 30, April Australian Superbike Championships

Round 3 of the Australian Superbike Championship (ASBK) returns to Queensland Raceway in 2023. Run by Motorcycling Australian (MA), ASBK is a national racing championship where the country's premier riders fight for two-wheeled glory across the weekend.

Sunday 30 April, Queensland Auto Spectacular

Willowbank Raceway will host the Spectacular which features swap meet and trade site areas, Australian Rocker Cover Racing Championship, car and motorcycle displays and judging, 1/4 mile test and tune drags and more.

Monday 1 May, Retro Picnic

Club Parkview and Only Good Times Co will present the Queensland Retro Picnic as a social outing combining hot rods, classic and muscle cars and bikes, Kustom Kulture, paired with street food and live music at Goodna.

LEGAL IMPLICATIONS

Not Applicable

POLICY IMPLICATIONS

There are no discernible policy implications associated with the report or its recommendation.

RISK MANAGEMENT IMPLICATIONS

There are no discernible risk management implications associated with the report or its recommendation.

FINANCIAL/RESOURCE IMPLICATIONS

Council allocated \$100,000 to Planes, Trains and Auto's as part of the 2022/23 operational budget build.

The PTA program is delivered almost entirely by participating partners with Council providing coordination, marketing and capacity building support.

In 2023 Tourism and Events Queensland has recognised PTA as a regionally significant event and provided \$10,000 financial support along with marketing and promotion through their extensive channels.

COMMUNITY AND OTHER CONSULTATION

This festival is a collaboration of a significant number of local organisations, businesses, venues, events and key industry partners including:

- Australian Superbike Championships
- Bekaa Air
- Bremer Ford
- Brisbane Airport Corporation
- Club Parkview
- Harvey Norman Booval
- Ipswich Show Society (TBC)
- Ipswich Waste Services
- Motorcycling Australia

- Nicholas Street Precinct
- Nine News Queensland
- Only Good Times Co
- Pumpyard Bar and Brewery
- Queensland Pioneer Steam Railway
- Queensland Raceway
- RDO Equipment
- Rheinmetall
- Royal Australian Air Force
- TAE Aerospace
- The Workshops Rail Museum
- Tourism and Events Queensland
- Willowbank Raceway
- Wrap Wise



CONCLUSION

Launched in 2021, PTA has expanded into a long-weekend program of events and experiences that celebrate the city's identity linked to our defence industry hub, motorsport precinct and industrial rail heritage.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS
RECEIVE AND NOTE REPORT
The Recommendation states that the report be received and the contents noted. The decision to receive and note the report does not limit human rights. Therefore, the decision is compatible with human rights.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	2023 Planes, Trains and Auto's Program  
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Carly Gregory
MANAGER, MARKETING AND PROMOTIONS

I concur with the recommendations contained in this report.

Ben Pole
GENERAL MANAGER, COMMUNITY, CULTURAL AND ECONOMIC DEVELOPMENT

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

