



City of
Ipswich

AGENDA

REGULATION ADVISORY COMMITTEE

Thursday, 5 June 2025
1:00 PM

Council Chambers, Level 8
1 Nicholas Street, Ipswich

<u>MEMBERS OF THE REGULATION ADVISORY COMMITTEE</u>	
Councillor Paul Tully (Chairperson) Councillor Jim Madden (Deputy Chairperson)	Councillor Marnie Doyle Councillor Andrew Antonioli

REGULATION ADVISORY COMMITTEE AGENDA

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** Item includes confidential papers

REGULATION ADVISORY COMMITTEE NO. 2025(00)

5 JUNE 2025

AGENDA

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

BUSINESS OUTSTANDING

CONFIRMATION OF MINUTES

1. CONFIRMATION OF MINUTES OF THE REGULATION ADVISORY COMMITTEE NO. 2025(01) OF 5 FEBRUARY 2025

RECOMMENDATION

That the minutes of the Regulation Advisory Committee held on 5 February 2025 be confirmed.

OFFICERS' REPORTS

2. STRATEGIC REGULATION PROJECT - TARGETED AND WHOLE OF COMMUNITY CONSULTATION

This is a report providing further detail on the Strategic Regulation Project, specifically, Phase 3 of Step 1 (being the undertaking of targeted community consultation to inform the drafting of the Strategic Regulation Policy), and Phase 3 of Step 3 (being the undertaking of whole community consultation to inform the drafting of the Local Laws).

RECOMMENDATION

- A. That the report be received and contents noted.
- B. That the Regulatory Advisory Committee provide further advice to the Strategic Regulation Project Team regarding the ongoing requirement for conduct of targeted community consultation at Phase 3 of Step 1 of the Strategic Regulation Project.

-
3. NEXT MEETING

The next meeting is scheduled for Thursday, 25 December 2025.

4. GENERAL DISCUSSION (within the purpose and scope of the committee)

REGULATION ADVISORY COMMITTEE NO. 2025(01)

5 FEBRUARY 2025

MINUTES

COUNCILLORS' ATTENDANCE:

Councillor Paul Tully (Chairperson) (via teams); Councillors Andrew Antonioli, Jim Madden and Augustine (Observer)

COUNCILLOR'S APOLOGIES:

Councillor Marnie Doyle

OFFICERS' ATTENDANCE:

General Manager Corporate Services (Matt Smith), Acting Manager Legal and Governance (General Counsel) (Allison Ferres-MacDonald), Corporate Governance Manager (Shasha Ingbritsen), Senior Project Manager (Corporate Services) (Barbara Dart), Executive Services Manager (Wade Wilson) and Council Liaison Officer (Kylie Curley)

DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

BUSINESS OUTSTANDING

Nil

CONFIRMATION OF MINUTES

1. **CONFIRMATION OF MINUTES OF THE REGULATION ADVISORY COMMITTEE NO. 2024(02) OF 1 OCTOBER 2024**

RECOMMENDATION

That the minutes of the Regulation Advisory Committee held on 1 October 2024 be confirmed.

OFFICERS' REPORTS

2. **STRATEGIC REGULATION PROJECT UPDATE**

This is a report providing an update on the Strategic Regulation Project. A three (3) step approach was adopted by Council at its August 2024 meeting. The

three (3) steps are a Strategic Regulation Policy, updating Council's local law-making process and a comprehensive local law review with a new suite of laws to be developed.

This update provides information on:

- what is proposed to be in and out of scope for the project
- the project methodology for each of the three (3) steps in the project
- next steps including a Shape Your Ipswich project page

Project summaries are attached that highlight for each step

- the phases and timeframes
- where stakeholder and community engagement will occur and how
- when reports to committees and council will be submitted for consideration.

RECOMMENDATION

That the report and its contents be noted.

DISCUSSION

The committee discussed the overall project plan summary including submissions, public consultation and project methodology moving towards the next phase of the project.

3. CONSISTENCY REVIEW: LOCAL LAWS AND THE NEW PLANNING SCHEME

NOTE: At the Finance & Governance Committee of 14 November 2024, this report was referred to the Regulation Advisory Committee for consideration. Since then, the recommendations of the report have been changed from a number of procedural recommendations to make local laws to 'That the report be received, and the contents noted' due to:

- ***The Local Government Act Section 29B requirement for council to let the public know that a local law has been made by publishing a notice in the gazette and on its website within 1 month after the day when the council made the resolution to make the local law (meaning the laws commence then).***
- ***The commencement date of the new planning scheme is not yet confirmed, and council needs to wait to align the commencement of these laws to that of the scheme.***

Wording within the report has only been amended to reflect that the new scheme will commence in 2025 (not late 2024) and to move the recommendations of the 14 November 2024 report into proposed recommendations in the section titled “Next Steps: Requirements of a Future Report”. Once the commencement of the new planning scheme is known a future report will be sent with the proposed recommendations.

Council is preparing to implement a new planning scheme (the draft scheme) in 2025. As a result of this, a project has been undertaken comparing the draft scheme with Council’s current local laws to determine any critical gaps or inconsistencies that could impede regulatory functions once the draft scheme commences.

Out of Council’s 14 Local Laws and Subordinate Local Laws only seven (7) require changes – with 18 key changes identified. In July 2024, Council resolved to commence the formal local law-making process to enable those key changes to the identified local laws to be made in a timely manner and coincide with the commencement of the draft scheme. The local law-making process has now been completed and this report provides outcomes of the public consultation, anti-competitive provisions review and State interest check process with the amending laws now presented for adoption.

If adopted by resolution, commencement of the amended laws occurs within one month with a notice to be published in the Queensland Government Gazette and on council’s website. This will all occur to coincide with the commencement of the new planning scheme 2025.

RECOMMENDATION

That the report be received, and the contents noted.

4. NEXT MEETING

The next meeting is to be advised.

5. GENERAL DISCUSSION (within the purpose and scope of the committee)

PROCEDURAL MOTIONS AND FORMAL MATTERS

The meeting commenced at 9.04 am.

Councillors Jim Madden and Pye Augustine arrived at the meeting at 9.05 am.

Councillor Jim Madden left the meeting at 9.06 am.

Councillor Jim Madden returned to the meeting at 9.08 am.

Councillor Pye Augustine left the meeting at 9.25 am.

Councillor Pye Augustine returned to the meeting at 9.27 am.

The meeting closed at 9.43 am.

Doc ID No: A11611320

ITEM: 2

SUBJECT: STRATEGIC REGULATION PROJECT - TARGETED AND WHOLE OF COMMUNITY
CONSULTATION

AUTHOR: SENIOR PROJECT OFFICER

DATE: 23 MAY 2025

EXECUTIVE SUMMARY

This is a report providing further detail on the Strategic Regulation Project, specifically, Phase 3 of Step 1 (being the undertaking of targeted community consultation to inform the drafting of the Strategic Regulation Policy), and Phase 3 of Step 3 (being the undertaking of whole community consultation to inform the drafting of the Local Laws).

RECOMMENDATION/S

- A. That the report be received and contents noted.**
- B. That the Regulatory Advisory Committee provide further advice to the Strategic Regulation Project Team regarding the ongoing requirement for conduct of targeted community consultation at Phase 3 of Step 1 of the Strategic Regulation Project.**

RELATED PARTIES

There are no known related parties or conflicts of interest at the time of writing

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

On 22 August 2024 Council adopted a three-step approach for the Strategic Regulation Project as per the below recommendations of the Regulatory Advisory Committee, which were made on 5 August 2024:

- A. That Council adopt the three-step approach as generally outlined in the report.*
- B. That the Mayor and Councillors be given a briefing on the three-step approach as generally outlined in the report.*

The three-step approach that was adopted is provided at Attachment 1 to this report.

The briefing required by recommendation B was held on 19 September 2024.

The Three-Step Approach

The objective of the three-step approach and underlying project plan is to ensure that:

- the outcome of each individual “Step” of the project informs and supports the intended outcomes of the “Steps” that follow it;
- the outcome of each “Phase” of each “Step” informs and underpins the overall outcome of the “Step” they relate to.

Phase 3 of Step 1 (creation of a strategic regulation policy project plan) comprises targeted community consultation, and subsequent analysis of consultation outcomes.

Phase 3 of Step 3 (comprehensive local law review) comprises whole community consultation, and subsequent analysis of consultation outcomes.

The project team understands that the Regulatory Advisory Committee has sought further detail to inform its understanding of:

1. the intent and benefit of the targeted community consultation to be undertaken at Phase 3 of Step 1, and
2. the consultation intended to be carried out at Phase 3 of Step 3.

Step 1 (Strategic Regulation Policy), Phase 3– Targeted Community Consultation

The intent of the targeted community consultation to be carried out for Step 1 is to conduct an assessment of community stakeholder views of the approach that Council should be taking to regulation and enforcement and foster community understanding of and support for Council taking a “risk-based” approach to compliance and enforcement. Consultation is planned to be undertaken with the following groups:

- Ipswich Youth Advisory Council (IYA)
- Yuggara Ugarapul People (YUP)
- Chamber of Commerce Ipswich
- Chamber of Commerce Springfield
- Office of the Small Business Commissioner

Consultation will be undertaken in a survey format via a closed Shape Your Ipswich webpage. The survey will request input of respondent demographics, and will pose the following questions for response:

1. **For yes or no response** - Do you agree that the policy needs to be updated to provide Council's position on its approach to all aspects of regulation, not just how it responds to alleged unlawful activity/non-compliance?
 - 1.1. **For free text response up to 500 characters** – Please provide a brief reason as to why you chose this answer.
2. **For yes or no response** – Do you agree that Council should take a risk-based approach because of all the benefits it will provide the community and council?
 - 2.1. **For free text response up to 500 characters** – Please provide a brief reason as to why you chose this answer.

The targeted community consultation for Step 1 of the Strategic Regulation Project is designed to lay the groundwork for a more informed, inclusive, and effective regulatory framework. Its primary aim is to engage key stakeholders early in the process to:

- Build awareness and understanding of the Council's proposed "risk-based" approach to regulation and enforcement.
- Foster community and stakeholder support for this regulatory direction.
- Gather early insights into stakeholder perspectives on what areas should be regulated and how local laws can better support business and compliance outcomes.
- Shape the design and focus of the broader community consultation planned for Phase 3 of Step 3, ensuring it is responsive to stakeholder needs and expectations.

By proactively involving stakeholders at this early stage, the consultation seeks to enhance the legitimacy, transparency, and human rights compatibility of the Strategic Regulation Policy, while also informing the strategic direction of future engagement efforts.

This phase of consultation is not a mandatory requirement of policy making or in the making of local laws. There are however some potential impacts associated with no undertaking this consultation including:

- Reduced stakeholder legitimacy: Missed opportunity to build early trust and support for the Strategic Regulation Policy.
- Less informed broader consultation: Phase 3 consultation may lack strategic focus and require more effort to educate stakeholders on the "risk-based" approach.
- Missed opportunity to tailor engagement: Without early insights, the Council may miss the chance to refine messaging, consultation methods, or focus areas to better align with stakeholder expectations.

Noting it is not a mandatory requirement, if consultation was not to be undertaken it may reduce the timeline associated with this phase of the project allowing more timely progress to subsequent stage. It should also be noted that further, more broad community consultation will still be undertaken for phase 3 ensuring community input is sought for the making of the local laws.

Step 3 (Local Laws), Phase 3 - Whole Community Consultation

The intent of the whole community consultation planned for Step 3 Phase 3 is to:

- support council to demonstrate that it has complied with the requirement, inferred by s29(6) of the *Local Government Act*, for public consultation to occur before making any local laws (that are not interim or model local laws).
- support streamlined conduct of whole community consultation, timed to occur at Phase 6 of Step 3, regarding the specific local laws that Council will eventually seek to make.
- gauge community sentiment on Council's current suite of local laws
- invite feedback from the community regarding the subject matters that should be regulated by the local laws, and gauge community sentiment regarding how Council should regulate those subject matters (i.e. whether Council should apply a low or high risk approach to their regulation).
- support drafting of a new suite of local laws by ensuring that the laws eventually proposed to be adopted are responsive to community sentiment.

At this point in time the Project Team is not positioned to detail the format of the whole of community consultation to be conducted at Phase 3 of Step 3. The community engagement plan for this phase will be informed by the work planned to be carried out through earlier phases of the project.

LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

THE THREE-STEP APPROACH WILL HAVE POLICY IMPLICATIONS RELATED TO DEVELOPING A NEW REGULATION POLICY AND A NEW SUITE OF LAWS. THE SPECIFIC IMPLICATIONS WILL NOT BE KNOWN UNTIL A LATER DATE.

Captured broadly in the purpose of the report/background and/or attachments.

FINANCIAL/RESOURCE IMPLICATIONS

NIL known.

COMMUNITY AND OTHER CONSULTATION

A workshop was undertaken with key senior management from across the organisation in March 2025. The outcome of this workshop was that the stakeholders were supportive of moving to a risk-based approach and could see the benefits that this would provide to the community and council.

A briefing was undertaken with Mayor and Councillors in April 2025. No comment was made that they agree/disagree.


CONCLUSION

This is a report providing further detail on the Strategic Regulation Project, specifically, phase 3 of step 1 (being the undertaking of targeted community consultation to inform the drafting of the Strategic Regulation Policy), and phase 3 of step 3 (being the undertaking of whole community consultation to inform the drafting of the local laws). The report seeks to support Council to determine whether there is an ongoing requirement for conduct of targeted community consultation at phase 3 of step 1 of the Strategic Regulation Project.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS	
OTHER DECISION	
(a) What is the Act/Decision being made?	A. That this report and its contents be noted. B. That the Regulatory Advisory Committee provides further advice to the Strategic Regulation Project Team regarding the ongoing requirement for conduct of targeted community consultation at Phase 3 of Step 1 of the Strategic Regulation Project.
(b) What human rights are affected?	Nil
(c) How are the human rights limited?	N/A
(d) Is there a good reason for limiting the relevant rights? Is the limitation fair and reasonable?	N/A
(e) Conclusion	The decision is consistent with human rights.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1.	Strategic Regulation Project - Summary on a Page 
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Madeline Orwin
SENIOR PROJECT OFFICER

I concur with the recommendations contained in this report.

Allison Ferres-MacDonald
ACTING MANAGER, LEGAL AND GOVERNANCE (GENERAL COUNSEL)

I concur with the recommendations contained in this report.

Matt Smith
GENERAL MANAGER (CORPORATE SERVICES)

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

Strategic Regulation Project – Overall Project Plan Summary

WHY & WHAT

With the need to undertake a comprehensive review of our current local laws comes the opportunity to take a holistic view of regulation and how, as a Council, we can truly strive for the community vision of **a city of opportunity for all**. This is about finding the balance between compliance and furthering our strategic goals. A strategic regulation policy is much needed to set the strategic position of Council before new local laws are finalised. This also provides an opportunity to update our local law-making process to make it more contemporary. This **three step approach** of a **1. policy, 2. process** and **3. review/new laws** will set the foundation for regulation to achieve social, environmental and economic objectives for the city and council.

WHEN

STEP 1 & 2 – Estimated completion Sept 2025

STEP 3 – Estimated completion April 2027

See further info on steps in table below-left

Note: Step 1 (policy) and Step 2 (Process) drafting needs to be finalised to inform the pre-drafting of Step 3

Step 1 – Creation of Strategic Regulation Policy (estimated duration: 7-8 months)



Step 2 – Contemporary Local Law-Making Process (estimated duration: included in step 1)

Step 2 phases will be conducted at the same time as Step 1

Step 3 – Comprehensive Local Law Review (estimated duration: 28 months)



WHO

Key internal and external stakeholder groups for consultation in the project are identified for each phase in the step summaries, as well as identifying when reports go to committees and council meetings for consideration like below.

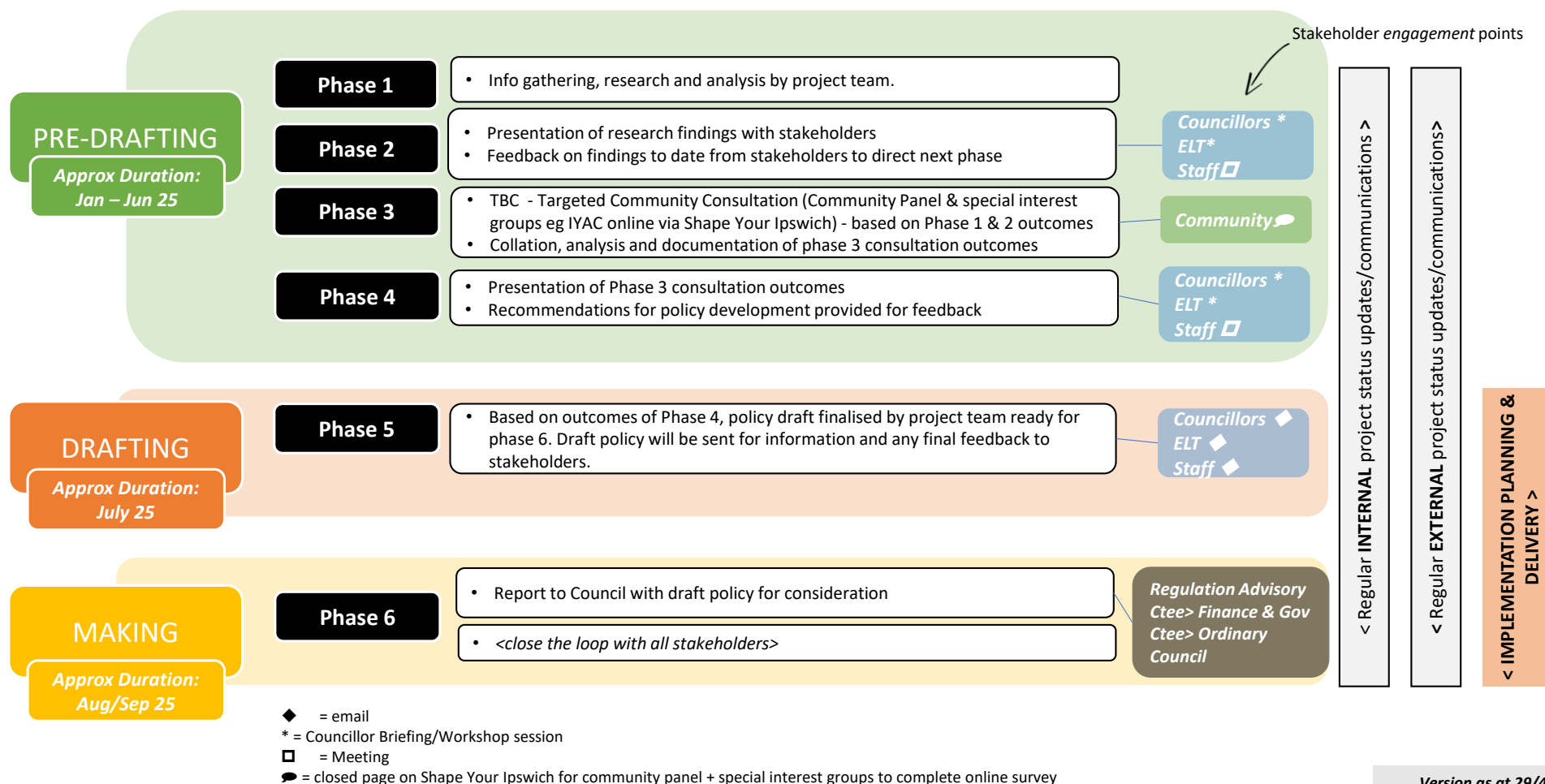
Councillors
ELT
Staff

Community

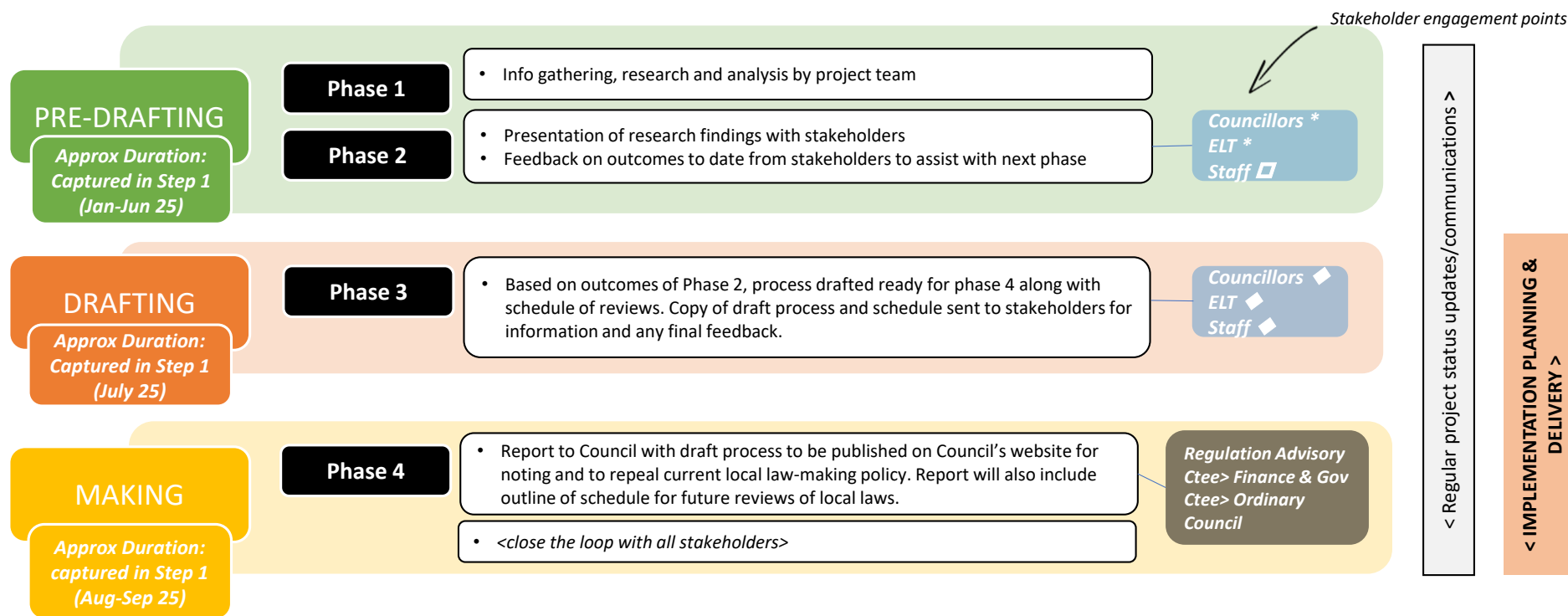
Committees
& Council

Version as at 29/4/25

Step 1 SUMMARY – Creation of Strategic Regulation Policy Project Plan



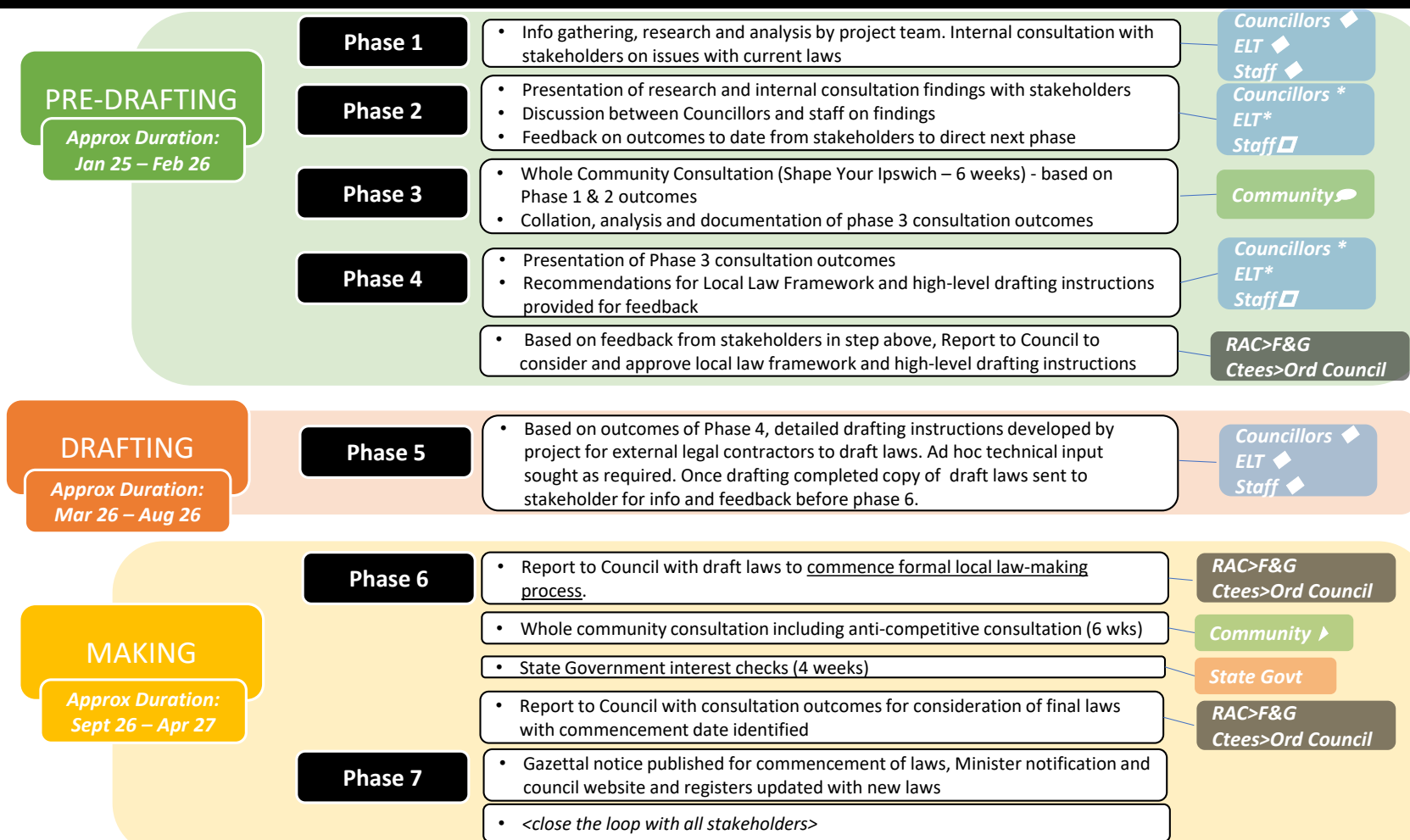
Step 2 SUMMARY – Contemporary Local Law-Making Process Project Plan



- * = Councillor Briefing/Workshop session
- = Meeting
- ♦ = email

Version as at 29/4/25

Step 3 SUMMARY – Comprehensive Local Law Review Project Plan



♦ = electronic survey
* = Councillor Briefing/Workshop session

□ = Meeting
▶ = open Shape Your Ipswich page for whole of community – online survey/feedback

▶ open Shape Your Ipswich page – feedback on draft laws

< Regular INTERNAL project status updates/communications >

< Regular EXTERNAL project status updates/communications >

< IMPLEMENTATION PLANNING & DELIVERY >

Version as at 29/4/25

Strategic Regulation Project – Timeline

JAN
2025

APR
2027



Version as at 29/4/25