

Ipswich

AGENDA

COUNCIL SPECIAL MEETING

Tuesday, 1 July 2025 at 9:00 AM - Budget

Council Chambers, Level 8 1 Nicholas Street, Ipswich

SONIA COOPER
Chief Executive Officer

The purpose of the meeting is to consider:

- 1. Adoption of Infrastructure Levy Policy
- 2. Adoption of the Annual Plan 2025-2026 (excluding Budget) report to be provided prior to the meeting
- 3. Adoption of the 2025-2026 Budget and Associated Matters report to be provided prior to the meeting
- 4. Overall Plan for the Rural Fire Resources Levy Special Charge
- 5. Rates Timetable for 2025-2026
- 6. Rates Concessions Charitable, Non Profit/Sporting Organisations
- 7. Strategic Contracting Adoption of Annual Contracting Plan
- 8. Minor amendments to Fees and Charges Planning and Development

BUSINESS

1.	<u>OPEN</u>	IING OF MEETING:		
2.	WELC	COME TO COUNTRY OR ACKNOWLEDGEMENT OF COUNTRY:		
3.	OPEN	IING PRAYER:		
4.	APOL	OGIES AND LEAVE OF ABSENCE:		
5.	DECL	ARATIONS OF INTEREST IN MATTERS ON THE AGENDA:		
6.	OFFICERS' REPORTS:			
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Doc ID No: A11674394

ITEM: 6.1

SUBJECT: ADOPTION OF INFRASTRUCTURE LEVY POLICY

AUTHOR: CHIEF FINANCIAL OFFICER

DATE: 18 JUNE 2025

EXECUTIVE SUMMARY

This is a report concerning the proposed adoption of an Infrastructure Levy Policy that supports an Infrastructure Separate Levy (the levy), as proposed in the 2025-2025 Budget.

RECOMMENDATION/S

That Council adopt the Infrastructure Levy Policy, as contained in Attachment 1.

RELATED PARTIES

This report deals with the adoption of a levy policy and does not specifically reference any third party. No conflicts of interest have been declared as of the date of this report.

IFUTURE THEME

Vibrant and Growing

PURPOSE OF REPORT/BACKGROUND

Adequate investment in strategic infrastructure is essential to support a strong local economy and enhance the lives of community members.

Strategic infrastructure encompasses infrastructure outlined in the Local Government Infrastructure Plan (LGIP) and other works significant to support the city of Ipswich's growth.

Councils' assessments of the long-term infrastructure needs of the Ipswich local government area have identified a substantial shortfall in the funding available to progress key development projects.

This forecast revenue gap is illustrated by the 2024 LGIP, which outlines the key trunk projects required to support Ipswich's growing community over a 25 year planning horizon, identified a sustainability ratio (the portion of required expenditure expected to be met by forecast revenue) of less than 40% (based on the 10 year planning horizon).

Revenue available for strategic infrastructure projects is typically sourced from a combination of developer contributions, grants and borrowings. These funding sources have limitations which prevent Council from being able to adequately and expediently develop key assets. For example, developer contributions are subject to Maximum Allowable Charges

set by the State, which is often insufficient to fund local trunk infrastructure developments. Likewise, grants are contingent on the willingness of external parties to progress a project, and often require co-contributions from Council.

In order to ensure that Council can sustainably fund key infrastructure projects, it is proposed in the 2025-2026 Budget, that provision be made to levy a separate rate for funding strategic infrastructure on all rateable land from 1 July 2025. This proposed policy, at Attachment 1, provides the principles behind, and basis on which the levy willed be applied as funding for strategic projects.

Local governments are permitted to levy separate rates and charges on rateable land, under the *Local Government Act 2009*.

The levy may be expended only within the Ipswich local government area, on strategic infrastructure projects. The revenue raised under this levy, and its contribution to strategic projects, will be subject to clear and transparent reporting.

LEGAL IMPLICATIONS

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

- Local Government Act 2009
- Local Government Regulation 2012

POLICY IMPLICATIONS

The proposed new policy is consistent with, and complimentary to Council's existing suite of policies, specifically in relation to financial management and infrastructure development.

RISK MANAGEMENT IMPLICATIONS

The intent of this policy is to permit a new mechanism for revenue generation to assist in mitigating the risks of potential underdevelopment of strategic infrastructure in the local government area, and/or unsustainable reliance on external debt. The policy encompasses governance requirements to reduce financial risk.

FINANCIAL/RESOURCE IMPLICATIONS

The intent of the proposed policy is to provide funding to support the development of key strategic infrastructure for the benefit of the Ipswich community in a financially sustainable manner. The annual value of funds raised by the levy will be determined as part of the annual budget each year, and will be subject to a specific budget resolution.

For the 2025-2026 financial year, the levy is proposed to raise approximately \$5.4 million, with the majority of rateable land paying \$55 per annum.

COMMUNITY AND OTHER CONSULTATION

The Infrastructure Levy Policy has been developed in conjunction with the 2025-2026 Budget. The Mayor and all Councillors have been included in its development as well as the Executive Leadership Team and senior officers across Council.

CONCLUSION

The adoption of this new Infrastructure Levy Policy is proposed to provide a basis against which a separate levy may be applied within the 2025-2026 budget to assist in funding strategic infrastructure within the Ipswich LGA.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS				
OTHER DECISION				
(a) What is the Act/Decision being made?	The Recommendation proposes that Council adopt an Infrastructure Levy Policy. The Policy will provide a basis against which an infrastructure rate may be applied to ratable properties.			
(b) What human rights are affected?	The adoption of this policy is concerned with the related governance and application of the funds raised by the levy and does not impact human rights. The implementation of the separate levy will be the subject of separate report and its associated human rights assessment.			
(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. Infrastructure Levy Policy 🗓 🖺

Christina Binoya

CHIEF FINANCIAL OFFICER

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" $\,$

Item 6.1 / Attachment 1.



Version Control and Objective ID	Version No:	Objective ID:
Adopted at Council Ordinary Meeting on	1 July 2025	
Date of Review	30 June 2029	

1. Statement

Council recognises that investing in strategic infrastructure projects is a crucial aspect of enhancing the lives of its community members and is necessary for supporting the population growth of the city of Ipswich.

The Infrastructure Levy (levy) provides funding for strategic infrastructure projects, which are aligned to council's strategies and plans.

2. Purpose and Principles

This policy guides Council's decision making to inform allocation of revenue generated from the levy.

This policy is guided by the following principles:

- Transparent, systematic and practical delivery;
- Strategic infrastructure is required to support the city's growth;
- Council's delivery of strategic infrastructure must be done in a financially sustainable manner;
 and
- Support the delivery of the Local Government Infrastructure Plan (LGIP).

The intended outcomes of this policy are:

- To provide funding to support the delivery of strategic infrastructure.
- To reduce the reliance on future debt which would have otherwise been required to fund the strategic infrastructure.

To achieve this, the levy revenue will be managed in the following ways:

- Council reviews and determines the annual levy for each rateable property as part of the adoption of its annual revenue statement.
- All revenue raised through the levy is placed into Council's general revenue and is accounted
 for in a clear and transparent way to ensure it is utilised to support the delivery of strategic
 infrastructure projects.
- The levy can only be expended within the Ipswich local government area.

Item 6.1 / Attachment 1.

IPSWICH CITY COUNCIL | Infrastructure Levy Policy

3. Strategic Plan Links

This policy aligns with the following iFuture 2021-2026 Corporate Plan theme/s:

- Vibrant and Growing
- A Trusted and Leading Organisation

4. Regulatory Authority

The implementation, application and governance of the levy will be in accordance with the following regulatory authority:

- Local Government Act 2009
- Local Government Regulation 2012

5. Human Rights Commitment

Ipswich City Council (Council) has considered the human rights protected under the *Human Rights Act 2019 (Qld)* (the Act) when adopting and/or amending this policy. When applying this policy, Council will act and make decisions in a way that is compatible with human rights and give proper consideration to a human right relevant to the decision in accordance with the Act.

6. Scope

This policy supports the allocation of funds and management of the levy. The levy can only be used in a planned manner, to fund strategic infrastructure projects for the city's benefit, which are approved by council as part of the annual plan and budget adoption. The levy revenue can be used to either fully or partly fund such projects.

7. Roles and Responsibilities

Council will review the infrastructure levy and policy annually.

The following are the key roles and responsibilities for the implementation of the policy:

Role	Responsibility		
General Manager	For the overall coordination of the levy including policy		
(Corporate Services)	guidance to Council, coordination of corporate and other reporting requirements		
	Ensure consultation with Council is undertaken as part of		
	the review of the levy on an annual basis.		
Chief Financial Officer	Support with the provision of financial reporting on a regular basis, including the identification of projects funded by the		
	levy.		
	Provide guidance on the requirement of future levies		
	required to support the city's growth.		
	Ensure that the levy is allocated to strategic infrastructure		
	projects in accordance with the policy and the funds are		
	applied accordingly.		
Manager Infrastructure	Identify relevant potential strategic infrastructure projects		
Strategy	which are eligible to be funded or partially funded with the		
	revenue from the levy.		

Item 6.1 / Attachment 1.

IPSWICH CITY COUNCIL | Infrastructure Levy Policy

8. Key Stakeholders

The following will be consulted during the review process:

- Mayor and Councillors
- General Manager (Assets and Infrastructure Services Department)
- Manager Infrastructure Strategy
- Chief Financial Officer
- Treasury Accounting Manager

9. Monitoring and Evaluation

This policy will be reviewed in accordance with Council's four (4) year review cycle or sooner if required.

10. Definitions

Financial Sustainability refers to the ability of a council to manage its finances so that it can meet its current and future service delivery and infrastructure obligations without compromising its financial viability.

Strategic Infrastructure refers to infrastructure which is outlined in the Local Government Infrastructure Plan (LGIP) or is significant to support the city of Ipswich's growth.

11. Related Documents

N/A

12. Policy Owner

The General Manager (Corporate Services Department) is the policy owner and the Chief Financial Officer is responsible for authoring and reviewing this policy.

Doc ID No: A11538522

ITEM: 6.4

SUBJECT: OVERALL PLAN FOR THE RURAL FIRE RESOURCES LEVY SPECIAL CHARGE

AUTHOR: TREASURY ACCOUNTING MANAGER

DATE: 9 JUNE 2025

EXECUTIVE SUMMARY

This is a report concerning the adoption of an Overall Plan for the Rural Fire Resources Levy Special Charge (**the Overall Plan**). The Overall Plan is made in accordance with section 94 of the *Local Government Regulation* 2012 for the special benefited area adopted by Council in the 2025-2026 Budget.

RECOMMENDATION/S

That in accordance with section 94 of the *Local Government Regulation 2012,* Ipswich City Council adopt the Overall Plan, as detailed in this report, for the Rural Fire Resources Levy Special Charge.

RELATED PARTIES

The related parties associated with this report include:

- Rural Fire Service
- (Ipswich area) Rural Fire Brigades
- Local Area Finance Committee
- Queensland Fire Department (QFD) formerly known as Queensland Fire and Emergency Services

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

Section 94 of the *Local Government Regulation* 2012 requires Council to make an overall plan for the implementation of a special charge. The overall plan must be adopted by resolution of Council either before or at the same time Council resolves to levy the special rate or charge. However, the Budget resolution making a special rate or charge must make mention of the overall plan.

An overall plan must include the following:

- (i) describe the service, facility or activity;
- (ii) identify the rateable land to which the special rates or charges apply;

- (iii) state the estimated cost of carrying out the overall plan; and
- (iv) state the estimated time for carrying out the overall plan.

RURAL FIRE RESOURCES LEVY SPECIAL CHARGE OVERALL PLAN

Service, Facility or Activity

The specially benefited area will receive the benefit of activities and improvements funded by the Rural Fire Brigades in the Ipswich City Council local government area, including:

- (i) the purchase of equipment not usually supplied by the Queensland Government;
- (ii) maintenance of equipment;
- (iii) additional training;
- (iv) funding of administration and day-to-day operating expenses;
- (v) promotion of the Rural Fire Services in the community and the attractive opportunity to participate as a volunteer;
- (vi) grading of fire tracks to ensure adequate access for firefighting equipment; and
- (vii) capital improvements to rural fire brigade depots.

Identification of the rateable land to which the Special Rates or Charges apply

In accordance with section 94 of the *Local Government Regulation* 2012, Council is of the opinion that each parcel of rateable land within the Ipswich local government area that is not within the boundaries of the Rosewood Levy District and Ipswich Levy District (the Urban Fire Boundaries), as defined by the QFD and detailed in Attachment 1, will receive a special benefit from the services, facilities and activities funded by the Rural Fire Resources Levy Special Charge.

Estimated cost of carrying out the Overall Plan

The total cost of carrying out the Overall plan is estimated to be \$408,000. This includes both operating and capital expenditure components.

Estimated time for carrying out the Overall Plan

The estimated time for carrying out this Overall Plan is one year, being 1 July 2025 – 30 June 2026 inclusive.

Other information relevant to the Overall Plan

On the basis that this Overall Plan is for a period of not more than 1 year, an annual implementation plan, as required under section 94(7) of the *Local Government Regulation* 2012, is not considered necessary and has not been prepared.

Table 1 details the number of properties that have been subject to the Rural Fire Resources Levy Special Charge in recent years.

Table 1

Year	Properties
2024	3170
2025	3279
2026 (estimated)	3393

Table 2 details the collections and disbursements related to the special charge for 2024-2025. It also includes the estimated revenue for 2025-2026 from the special charge if adopted at \$39 per annum for each parcel of rateable land as well as the estimated disbursements.

Table 2

2024-2025				
Unspent separate charges carried forward from 2023-2024	\$75,747			
add special charges levied from the 2024-2025 Overall Plan	\$127,881			
less disbursements under the 2024-2025 Overall Plan	\$395,000			
add funding received from separate charges levied	\$286,613			
Unspent separate charges to be carried forward	\$95,241			
2025-2026				
Unspent separate charges carried forward from 2024-2025	\$95,241			
add special charges estimated from the 2025-2026 Overall Plan	\$129,988			
less disbursements estimated under the 2025-2026 Overall Plan	\$408,000			
Estimated deficit to be funded from separate charges	\$182,771			

The estimated deficit for 2025-2026 is proposed to be funded by Council through the continuation of the Rural Fire Resources Levy Separate Charge at \$3 per annum levied on all rateable land within the local government area.

To remove any doubt, under this Overall Plan, any special charges levied will be disbursed to the Rural Fire Brigades before any separate charges levied. On the basis that the estimated disbursements will exceed the estimated special charges, no surplus funds from special charges are estimated.

LEGAL IMPLICATIONS

This report and its recommendations are consistent with the following legislative provisions: Local Government Act 2009 Local Government Regulation 2012 Fire and Emergency Services Act 1990

POLICY IMPLICATIONS

There are no policy matters relevant to this report.

RISK MANAGEMENT IMPLICATIONS

The rateable land located within the benefited area continues to benefit from the services, facilities and activities provided by the Ipswich area Rural Fire Brigades. The continuation of the special charge in the 2025-2026 financial year is considered appropriate.

The growth in rateable land within the benefited area needs to be monitored on a regular basis and Council liaise with QFD regarding future revisions to the boundaries of the Rosewood Levy District and Ipswich Levy District, noting that these boundaries were last reviewed by QFD in 2019.

The continuation of any separate charge, levied on all rateable land within the local government area, will be subject to an annual review by Council. Any separate charge levied on all rateable land within the local government area for the purposes of providing funding for the services, activities and facilities under this Overall Plan, it is not subject to this Overall Plan.

FINANCIAL/RESOURCE IMPLICATIONS

Disbursements under this Overall Plan are estimated to be \$408,000. The Rural Fire Resources Levy Special Charge does not fully fund the estimated disbursements to the Ipswich area Rural Fire Brigades for their services, activities and facilities and is intended to be supplemented with funds raised by the Rural Fire Resources Levy Separate Charge.

Any surplus funds from the Rural Fire Resources Levy Separate Charge, will be carried forward and applied as an available funding source for similar services, facilities or activities provided the Rural Fire Brigades, in future budget period.

The Rural Fire Resources Levy Special Charge and the Rural Fire Resources Levy Separate Charge are included with Council's proposed budget for 2025-2026.

COMMUNITY AND OTHER CONSULTATION

The financial needs of the Ipswich area Rural Fire Brigades have been communicated to Council for consideration. The continuation of the special charge is consistent with previous years.

While no specific consultation has occurred in relation to the special charge, Council has a broad understanding of community expectations in providing support for the local area Rural Fire Brigades. Consultation with the property owners within the benefited area, the Ipswich area Rural Fire Brigades as well as all other landowners in the local government area, remains an ongoing opportunity for Council to understand community expectations in

regard to the services, facilities and activities provided by the Ipswich area Rural Fire Brigades and funded, in part, by this special charge.

CONCLUSION

The rateable land within the benefited area, being rateable land outside the Urban Fire Boundaries, continue to specially benefit from the services, facilities and activities funded by the Rural Fire Resources Levy Special Charge. As such, continuation of the special charge is appropriate.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS				
OTHER DECISION				
(a) What is the	The Recommendation proposes adoption of an Overall Plan for			
Act/Decision being made?	the Rural Fire Resources Levy Special Charge for 2025-2026.			
(b) What human rights	No human rights are affected by this decision. The charges are			
are affected?	reflective of costs and applied in an objective manner to the			
	properties which benefit from the services provided.			
(c) How are the human	Not applicable			
rights limited?				
(d) Is there a good	Not applicable			
reason for limiting				
the relevant rights?				
Is the limitation fair				
and reasonable?				
(e) Conclusion	The decision is consistent with human rights.			

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1. QFES District Boundaries 🗓 🖺

Paul Mollenhauer

TREASURY ACCOUNTING MANAGER

I concur with the recommendations contained in this report.

Christina Binoya

CHIEF FINANCIAL OFFICER

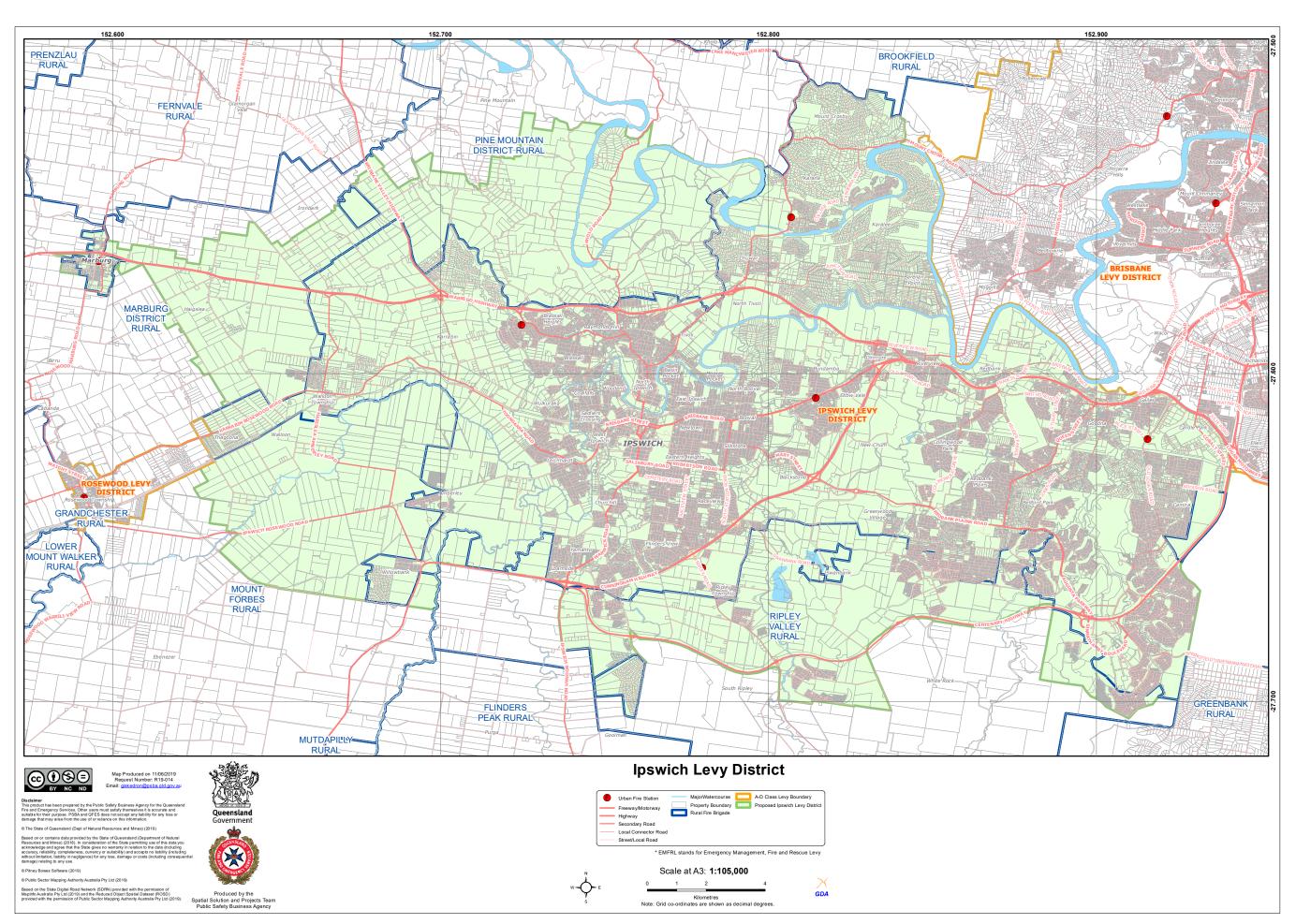
I concur with the recommendations contained in this report.

Matt Smith

GENERAL MANAGER (CORPORATE SERVICES)

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Item 6.4 / Attachment 1.



Doc ID No: A11537197

ITEM: 6.5

SUBJECT: RATES TIMETABLE FOR 2025-2026

AUTHOR: TREASURY ACCOUNTING MANAGER

DATE: 9 JUNE 2025

EXECUTIVE SUMMARY

This is a report concerning the issuance date, as well as the discount and due date, for payment for the quarterly rates for the 2025-2026 year.

RECOMMENDATION/S

That in accordance with section 118 of the *Local Government Regulation 2012*, Ipswich City Council decide the dates by which rates and charges for 2025-2026 must be paid, as detailed in Table 1:

Table 1

Period	Due Date for Payment
July to September 2025	Thursday 21 August 2025
October to December 2025	Thursday 20 November 2025
January to March 2026	Thursday 19 February 2026
April to June 2026	Thursday 21 May 2026

RELATED PARTIES

There are no related party matters associated with this report.

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

Council adopts a timetable for the issue of rate notices as well as the discount and due date for payment for each quarter of the financial year. Where practical, a 13 week cycle between due dates in successive quarters is maintained.

Due to the time required to update the system with the new parameters, the rates generation and consequently the issue date, for the July to September 2025 has been extended a week. Consequently, the period between the last issue date and July to September 2025 will be 14 weeks.

Each quarterly rates notice needs to be issued at least 30 days before the due date.

The following is the proposed timetable for the 2025-2026 financial year. The proposed timetable takes into account sufficient time to print and issue rate notices as well as standard postage service times.

Period	Issue Date	Discount and Due	Period for last Due
		Date for payment	Date
July to September 2025	Friday	Thursday	14 Weeks
	18 July 2025	21 August 2025	
October to December 2025	Friday	Thursday	13 Weeks
	17 October 2025	20 November 2025	
January to March 2026	Friday	Thursday	13 Weeks
	16 January 2026	19 February 2026	
April to June 2026	Friday	Thursday	13 Weeks
	17 April 2026	21 May 2026	

The issue date of the next quarter's rates notice is displayed on each rates notice.

LEGAL IMPLICATIONS

This report and its recommendations are consistent with the following legislative provisions: *Local Government Regulation 2012*

POLICY IMPLICATIONS

There are no policy implications related to this report.

RISK MANAGEMENT IMPLICATIONS

There are no significant risk management implications associated with this report.

FINANCIAL/RESOURCE IMPLICATIONS

As this report relates only to the timing of rates notices rather than the setting of rates charges, there are no specific financial or resource implications of not associated with this report. Councils' proposed 2025-2026 budget and financial modelling takes into account the proposed quarterly rating schedule.

COMMUNITY AND OTHER CONSULTATION

No community consultation has been undertaken in relation to this report. No material changes have been proposed to current rating practise.

CONCLUSION

The proposed issue date, discount and due date for payment for the quarterly rates notices continue to be timed around a 13-week cycle, where possible.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS		
OTHER DECISION		
(a) What is the	The Recommendation requests that Council decide the dates by	
Act/Decision	which rates and charges for the 2025-2026 must be paid.	
being made?		
(b) What human	No human rights are affected, as this decision relates only to	
rights are	the timing of the issuance and payment of rates notices, and	
affected?	the timing is applicable to all ratepayers equally.	
(c) How are the	Not Applicable	
human rights		
limited?		
(d) Is there a good	Not Applicable	
reason for		
limiting the		
relevant		
rights? Is the		
limitation fair		
and		
reasonable?		
(e) Conclusion	The decision is consistent with human rights.	

Paul Mollenhauer

TREASURY ACCOUNTING MANAGER

I concur with the recommendations contained in this report.

Christina Binoya

CHIEF FINANCIAL OFFICER

I concur with the recommendations contained in this report.

Matt Smith

GENERAL MANAGER (CORPORATE SERVICES)

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Doc ID No: A11546756

ITEM: 6.6

SUBJECT: RATES CONCESSIONS - CHARITABLE, NON PROFIT/SPORTING ORGANISATIONS

AUTHOR: TREASURY ACCOUNTING MANAGER

DATE: 9 JUNE 2025

EXECUTIVE SUMMARY

This is a report concerning the annual review and approval of rates concessions to eligible Charitable and Non-Profit/Sporting Organisations in accordance with Ipswich City Council's (**Council**) Rates Concession Policy.

RECOMMENDATION/S

That having satisfied the criteria in s120 of the *Local Government Regulation* 2012, as well as the Rates Concession Policy, the properties as detailed in Attachment 1 be granted a 100% concession of the differential general rates for the 2025-2026 financial year.

RELATED PARTIES

Mayor and Councillors should consider those entities listed in the attachments to this report. No potential conflicts of interest have been identified prior to the submission of this report.

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

The Local Government Act 2009 and Local Government Regulation 2012 describes the circumstances where Council may approve a concession for rates and charges levied for a particular class of properties or to owners of specific properties.

The remission of rates for pensioners is an example of a concession available to a class of property owners. The remission of rates for pensioners is not detailed in this report.

Council has adopted a Rates Concession Policy which outlines the criteria used to determine eligibility of organisations and properties for a concession. Currently there are 140 properties that have been previously approved for a concession of 100% of the differential general rates levied. These properties are described in Attachments 1. For convenience a copy of the Rates Concession Policy is included at Attachment 2.

In accordance with the policy, a review of properties and organisations receiving a concession is undertaken annually. This involves a review of the land use of the subject

property, the ownership of the land and the operations of the organisation concerned. This review has been undertaken and no changes to the eligibility for a concession under the policy, have been identified for the properties listed in Attachments 1.

Council exempts properties from being assessable from Council rates in accordance with section 93(3) of the *Local Government Act* 2009 and section 73 of the *Local Government Regulation* 2012. Land that is exempt from rates is considered and determined in accordance with the relevant legislation. This report does not consider exemption from rates.

LEGAL IMPLICATIONS

This report and its recommendations are consistent with the following legislative provisions: Local Government Act 2009 Local Government Regulation 2012

POLICY IMPLICATIONS

This report is consistent with the annual review as part of the Rates Concession Policy

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

FINANCIAL/RESOURCE IMPLICATIONS

The annual equivalent of general rates concessions in 2024-2025 was approximately \$880,000. The value of concessions for 2025-2026 will be determined at the time of each quarterly rates generation and is anticipated to be an annual equivalent of approximately \$924,000, subject to any future application by eligible property owners and the subsequent approval of Council.

COMMUNITY AND OTHER CONSULTATION

The contents of this report did not require any community consultation. The proposed concessions are granted consistent with adopted policy.

CONCLUSION

Council has adopted a Rates Concession Policy for approving of concessions to qualifying organisations and properties. Currently there are 140 properties that have been previously approved for a concession of 100% of the differential general rates levied. Following a review of the legislative and policy criteria, those properties continue to be eligible for a concession in 2025-2026.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS		
OTHER DECISION		
(a) What is the	The recommendation requests the approval of rates	
Act/Decision being	concessions to eligible Charitable and Non-Profit/Sporting	
made?	Organisations in accordance with Ipswich City Council's	
	(Council) Rates Concession Policy	
(b) What human rights are affected?	No human rights are affected. The concessions detailed in this report are not provided to individuals. This decision seeks to provide financial relief from the payment of differential general rates to eligible ratepaying organisations which are expected to provide a charitable or other benefit to the local community through the use of that rateable property. Eligibility is based on the attributes of the ratepayer, and as such is not arbitrary.	
(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.	List of eligible organisations for concession J. 🖫
2.	Rates Concession Policy 🗓 🛗

Paul Mollenhauer

TREASURY ACCOUNTING MANAGER

I concur with the recommendations contained in this report.

Christina Binoya

CHIEF FINANCIAL OFFICER

I concur with the recommendations contained in this report.

Matt Smith

GENERAL MANAGER (CORPORATE SERVICES)

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Item 6.6 / Attachment 1.

	2024-2025		
% Remitted	General Rate	Property Owner	Property Location
100%	\$ 856.20	Marburg & District Residents Association Inc	110-112 Queen Street MARBURG QLD 4346
		Rosewood & District Kindergarten & Preschool Assoc	54 John Street ROSEWOOD QLD 4340
		Rosewood Masonic Lodge	3 William Street ROSEWOOD QLD 4340
		Rosewood & District Support Centre Inc	19 School Street ROSEWOOD QLD 4340
		Camira Kindergarten Association	24 Allan Road CAMIRA QLD 4300
		Cherish The Environment Foundation Limited	82-200 G Hines Road MUTDAPILLY QLD 4307
		Moggill Koala Hospital Association Inc Purga Elders & Descendants Aboriginal Corporation	Lot 21 Unnamed Road MOUNT FORBES QLD 4340 587 Ipswich Boonah Road PURGA QLD 4306
		Cherish The Environment Foundation Limited	59 McGearys Road THAGOONA QLD 4306
		Cherish The Environment Foundation Limited Cherish The Environment Foundation Limited	26 McGearys Road THAGOONA QLD 4306
		Australian Railway Historical Society - QLD Divis.	279 Rosewood Marburg Road ROSEWOOD QLD 4340
		Australian Railway Historical Society - QLD Divis.	99999 Freeman Road ASHWELL QLD 4340
		Al-Huda Educational Institute Limited	132 Eagle Street REDBANK PLAINS QLD 4301
100%	\$ 2,691.80	Yamanto Community Kindergarten Inc	125 Equestrian Drive YAMANTO QLD 4305
		Masonic Lodge	82 Nicholas Street IPSWICH QLD 4305
		The Trustees Of Ipswich Trades Hall & Labor Day	4 Bell Street IPSWICH QLD 4305
		Ipswich Community Youth Service Inc	15-17 Thorn Street IPSWICH QLD 4305
		Kummara Limited	13 Thorn Street IPSWICH QLD 4305
		The Lady Musgrave Trust	11 South Street IPSWICH QLD 4305
		Ipswich Meals On Wheels Inc	7-9 South Street IPSWICH QLD 4305
		St Vincent de Paul Society Queensland Alara QLD Limited	272 Brisbane Street WEST IPSWICH QLD 4305 6-8 Warwick Road IPSWICH QLD 4305
		Ipswich & District Radio Club Inc	10 Deebing Street IPSWICH QLD 4305
		Roderick Street Community Pre-School	4 Cribb Street SADLIERS CROSSING QLD 4305
		North Ipswich Bowls Club Inc.	25A Canning Street NORTH IPSWICH QLD 4305
		Focal Community Living Inc	7 Canning Street NORTH IPSWICH QLD 4305
		Focal Community Living Inc	6 Canning Street NORTH IPSWICH QLD 4305
		Alara QLD Limited	10 Pine Mountain Road NORTH IPSWICH QLD 4305
100%	\$ 2,336.60	Ipswich Hockey Association Inc	65 Briggs Road RACEVIEW QLD 4305
100%	\$ 8,542.00	Domestic Violence Action Centre Inc.	** address withheld **
		Ipswich Knights Soccer Club Inc	254 Brisbane Road BUNDAMBA QLD 4304
		Legacy Club Of Ipswich Inc	105 Brisbane Road BOOVAL QLD 4304
		Blackstone Ipswich Cambrian Choir Inc	8 South Station Road BOOVAL QLD 4304
		Trustees Of Ipswich Model Band	64 Blackall Street BASIN POCKET QLD 4305
		The Uniting Church In Australia Property Trust (Q)	80 Jacaranda Street EAST IPSWICH QLD 4305
		Ipswich Orpheus Chorale Inc West End Rugby League Football Club Inc	122 Chermside Road EAST IPSWICH QLD 4305 193 Chermside Road EAST IPSWICH QLD 4305
		Alzheimers Association Of Queensland Inc	85 Chermside Road EAST IPSWICH QLD 4305
		Alzheimers Association Of Queensland Inc	84 Chermside Road EAST IPSWICH QLD 4305
		Alzheimers Association Of Queensland Inc	83 Chermside Road EAST IPSWICH QLD 4305
		Trustee Booval Lodge No 243	9 Eileen Street BOOVAL QLD 4304
		Ipswich Hospice Care Ltd	39 Chermside Road EASTERN HEIGHTS QLD 4305
100%	\$ 1,458.00	Ipswich District Junior Tennis Association Inc	76 Chermside Road IPSWICH QLD 4305
100%	\$ 11,223.80	Brothers Leagues Club Ipswich Limited	242 South Station Road RACEVIEW QLD 4305
		The Salvation Army (Queensland) Property Trust	12 Coal Street BUNDAMBA QLD 4304
		The United Welsh Church Blackstone Incorporated	4 Thomas Street BLACKSTONE QLD 4304
		Goodstart Childcare Limited	208 Eagle Street COLLINGWOOD PARK QLD 4301
		Ipswich YUPI Program Inc.	21 Bailey Street COLLINGWOOD PARK QLD 4301
		Goodna & District Rugby League Club	151 Brisbane Terrace GOODNA QLD 4300
		Goodna Bowls Club Inc The Base Support Services Inc	122 Brisbane Terrace GOODNA QLD 4300 14 Howard Street GOODNA QLD 4300
		Department Of Education - Kummara Association	22 Stuart Street GOODNA QLD 4300
		Ipswich Womens Shelter Inc	** address withheld **
		West Moreton Migrant Resource Service Inc.	33 Queen Street GOODNA QLD 4300
		Brothers Football Club - Ipswich Inc	105 Robertson Road RACEVIEW QLD 4305
		The Uniting Church In Australia Property Trust (Q)	128 Briggs Road RACEVIEW QLD 4305
100%	\$ 5,783.80	"We Care" A & TSI Service For Aged & Disabled Asso	14 Barnes Street REDBANK PLAINS QLD 4301
100%		Northern Suburbs Leagues Club Inc	29 Pelican Street NORTH IPSWICH QLD 4305
		Grandchester Model Live Steam Assoc Inc	1220-1244 Rosewood Laidley Road GRANDCHESTER QLD 4340
		Ipswich Basketball Association Inc	2A Ross Llewellyn Drive BOOVAL QLD 4304
		Ipswich & District Rifle Club Inc	Lot 1 Unnamed Road SOUTH RIPLEY QLD 4306
		Karalee Community Kindergarten Association Inc	56 Harold Summervilles Road KARALEE QLD 4306
		RSL Care RDNS Limited	32 Grange Road EASTERN HEIGHTS QLD 4305
		Alara QLD Limited The Ipswich Vigoro Association Inc	33 Salisbury Road IPSWICH QLD 4305 39 Jacaranda Street EAST IPSWICH QLD 4305
		Cabanda Care Ltd	59 John Street ROSEWOOD QLD 4340
		The Creche And Kindergarten Association Limited	Part Lot 109 Susan Street REDBANK PLAINS QLD 4301
		St Vincent de Paul Society Queensland	41 Waghorn Street IPSWICH QLD 4305
		National Affordable Housing Consortium Ltd	69 Sarah Drive YAMANTO QLD 4305
100%			
		National Affordable Housing Consortium Ltd	25 Nicole Place YAMANTO QLD 4305
100%	\$ 3,180.00	National Affordable Housing Consortium Ltd Renegade Bowmen Inc	25 Nicole Place YAMANTO QLD 4305 324 Cumner Road SWANBANK QLD 4306
100% 100% 100%	\$ 3,180.00 \$ 7,189.20 \$ 4,685.20		

Item 6.6 / Attachment 1.

% Remitted	2024-2025 General	Property Owner	Property Location
	Rate		
		National Affordable Housing Consortium Ltd Kambu Aboriginal And Torres Strait Islander	39 Leon Capra Drive AUGUSTINE HEIGHTS QLD 4300 27 Roderick Street IPSWICH QLD 4305
		National Affordable Housing Consortium Ltd	13 Aspinall Street LEICHHARDT QLD 4305
		National Affordable Housing Consortium Ltd	17 Aspinall Street LEICHHARDT QLD 4305
100%	\$ 1,613.60	National Affordable Housing Consortium Ltd	19 Biella Court LEICHHARDT QLD 4305
		National Affordable Housing Consortium Ltd	21 Arnaldo Avenue AUGUSTINE HEIGHTS QLD 4300
		National Affordable Housing Consortium Ltd	34 Ballow Crescent REDBANK PLAINS QLD 4301
		National Affordable Housing Consortium Ltd National Affordable Housing Consortium Ltd	17 Sovereign Close BRASSALL QLD 4305 23 Ada Street LEICHHARDT QLD 4305
		The Salvation Army (Queensland) Property Trust	27 Smiths Road GOODNA QLD 4300
		National Affordable Housing Consortium Ltd	9 Anne Street AUGUSTINE HEIGHTS QLD 4300
		National Affordable Housing Consortium Ltd	1025 Toongarra Road LEICHHARDT QLD 4305
		National Affordable Housing Consortium Ltd	7 Southland Street LEICHHARDT QLD 4305
		National Affordable Housing Consortium Ltd National Affordable Housing Consortium Ltd	9 St Andrews Drive LEICHHARDT QLD 4305 1029 Old Toowoomba Road LEICHHARDT QLD 4305
		National Affordable Housing Consortium Ltd	3 Monarch Street ROSEWOOD QLD 4340
		National Affordable Housing Consortium Ltd	3 Lacewing Street ROSEWOOD QLD 4340
100%	\$ 2,954.00	Endeavour Foundation	9 Stanley Street GOODNA QLD 4300
		National Affordable Housing Consortium Ltd	1/60 Glorious Promenade REDBANK PLAINS QLD 4301
		National Affordable Housing Consortium Ltd	6/61 Ballow Crescent REDBANK PLAINS QLD 4301
		National Affordable Housing Consortium Ltd Southern Cross Care (Qld) Ltd	2/61 Glorious Promenade REDBANK PLAINS QLD 4301 131 Wildey Street RACEVIEW QLD 4305
		National Affordable Housing Consortium Ltd	1/4 Nike Court WULKURAKA QLD 4305
		National Affordable Housing Consortium Ltd	2/4 Nike Court WULKURAKA QLD 4305
		Legacy Club Of Ipswich Inc	2-4 Eileen Street BOOVAL QLD 4304
		National Affordable Housing Consortium Ltd	29/116 Albert Street GOODNA QLD 4300
		National Affordable Housing Consortium Ltd	40/116 Albert Street GOODNA QLD 4300
		National Affordable Housing Consortium Ltd National Affordable Housing Consortium Ltd	48/116 Albert Street GOODNA QLD 4300 89/116 Albert Street GOODNA QLD 4300
		National Affordable Housing Consortium Ltd National Affordable Housing Consortium Ltd	19 Basil Street SPRINGFIELD LAKES QLD 4300
		National Affordable Housing Consortium Ltd	3 Spire Lane SPRINGFIELD LAKES QLD 4300
		National Affordable Housing Consortium Ltd	34 Dandelion Drive SPRINGFIELD LAKES QLD 4300
	\$ 1,613.60		239 Edwards Street FLINDERS VIEW QLD 4305
		The Base Support Services Inc	15-17 Kingsford Street GOODNA QLD 4300
		Cherish The Environment Foundation Limited Cherish The Environment Foundation Limited	795-851 Rosewood Laidley Road CALVERT QLD 4340 528-530 Woolshed Creek Road WOOLSHED QLD 4340
		Marburg & District Residents Association Inc	71 Edmond Street MARBURG QLD 4346
		Churches Of Christ Housing Services Limited	2/42 Foxtail Road RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	5/42 Foxtail Road RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	6/42 Foxtail Road RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	9/42 Foxtail Road RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited Churches Of Christ Housing Services Limited	10/42 Foxtail Road RIPLEY QLD 4306 11/42 Foxtail Road RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	12/42 Foxtail Road RIPLEY QLD 4306
100%	\$ 1,590.00	Churches Of Christ Housing Services Limited	128 Joy Chambers Circuit RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	1 George Miller Way RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	26A Joy Chambers Circuit RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited Churches Of Christ Housing Services Limited	26 Joy Chambers Circuit RIPLEY QLD 4306 24A Joy Chambers Circuit RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited Churches Of Christ Housing Services Limited	24 Joy Chambers Circuit RIPLEY QLD 4306
		National Affordable Housing Consortium Ltd	9 Jezebel Street ROSEWOOD QLD 4340
100%	\$ 20,166.40	Landscapes Queensland Limited	297-347 Alpers Road MOUNT MORT QLD 4340
		National Affordable Housing Consortium Ltd	72 Caribou Drive BRASSALL QLD 4305
		Churches Of Christ Housing Services Limited	8 Teddy Place RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited Churches Of Christ Housing Services Limited	11 Gonula Crescent RIPLEY QLD 4306 9 Gonula Crescent RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited Churches Of Christ Housing Services Limited	10 Reed Street RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	12 Reed Street RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	26 Carpenter Drive RIPLEY QLD 4306
		Churches Of Christ Housing Services Limited	34 Carpenter Drive RIPLEY QLD 4306
		Cherish The Environment Foundation Limited	81 McGearys Road THACOONA QLD 4306
		Cherish The Environment Foundation Limited Cherish The Environment Foundation Limited	66 McGearys Road THAGOONA QLD 4306 99999 McGearys Road THAGOONA QLD 4306
	\$ 1,619.80		377 Binnies Road DEEBING HEIGHTS QLD 4306
		Cherish The Environment Foundation Limited	605-623 lpswich Rosewood Road JEEBROPILLY QLD 4340
100%	-	Cherish The Environment Foundation Limited	19 McGearys Road THAGOONA QLD 4306
		Brothers Leagues Club Ipswich Limited	4 Callow Lane RACEVIEW QLD 4305



Version Control and Objective ID	Version No: 2	Objective ID: A5972475
Adopted at Council Ordinary Meeting on	10 December 2019	
Date of Review	10 December 2023	

1. Statement

The Rates Concession Policy shall be applied in accordance with Council's Revenue Policy and Budget and Rating Resolutions with the result that eligible property owners undertaking specified activities at the property receive a concession on their rates.

2. Purpose and Principles

The objective of this policy is to describe the criteria that determine which properties council may consider eligible for a rates concession and how an application of concession is processed and administered over time.

3. Strategic Plan Links

This policy aligns with the following iFuture 2021-2026 Corporate Plan theme:

• A Trusted and Leading Organisation

4. Regulatory Authority

Local Government Act 2009, Chapter 4 Rates and Charges, Part 10 Concessions

Local Government Regulation 2012, Chapter 4 Rates and Charges, Part 10 Concessions

Australian Charities and Not-for-profits Commission

Charities Act 2013 (Commonwealth)

Charitable Funds Act 1958 (Queensland)

Office of Fair Trading Queensland, Associations, Charities and Not for Profits

5. Human Rights Commitment

Ipswich City Council (Council) has considered the human rights protected under the *Human Rights Act 2019 (Qld)* (the Act) when adopting and/or amending this policy. When applying this policy, Council will act and make decisions in a way that is compatible with human rights and give proper consideration to a human right relevant to the decision in accordance with the Act.

6. Scope

The core matters addressed by the policy include which type of entities or landowners are eligible to be considered for a concession and the types of activities being conducted at the property that could be determined as qualifying for a concession.

Item 6.6 / Attachment 2.

IPSWICH CITY COUNCIL | Rates Concession Policy

This policy does not consider the concessions applicable for pensioners as the Pensioner Remission of Rates Policy deals with such matters.

This policy does not consider whether land is eligible to be exempt from rating, such determinations are made by reference to the appropriate legislation.

Eligible Property Owners

Property owners that are eligible to be considered for a concession:

- Charities; or
- Incorporated Associations and Not for Profit Organisations; or
- Property Owners that are natural persons suffering hardship,

For a property owner to be granted a concession by Council, they must not only be an eligible property owner but Council must be satisfied that activities being conducted on the property or services being delivered from the property are consistent with activities described as eligible for a concession.

Eligible Activities at the property

Eligible activities or services delivered at the property considered eligible to be considered for a concession.

Eligible Property Owner	Eligible Activities or Services Delivered at the property
Charities	The relief of those in need by reason of youth, age, ill-heath, disability, financial hardship or other disadvantage; or
	The preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to the Ipswich City Council local government area; or
	To promote or assist in the promotion of providing educational, training or information aimed at youth development or leisure opportunities; or
	 The assistance or encouragement for the arts or cultural development; or
	The provision of early childhood care and are affiliated with the Crèche and Kindergarten Association or is a community based early childhood provider.
Incorporated Associations and Not for Profit Organisations	The relief of those in need by reason of youth, age, ill-heath, disability, financial hardship or other disadvantage; or
	 The preservation, restoration or maintenance of structures or places of cultural, environmental, historic, heritage or scientific significance to the Ipswich City Council local government area; or The assistance or encouragement for the arts or cultural development; or

IPSWICH CITY COUNCIL | Rates Concession Policy

	 The provision of early childhood care and are affiliated with the Crèche and Kindergarten Association or is a community based early childhood provider; or The provision of facilities for the conduct of amateur sport or recreational activities subject to any revenue from licensed premises, entrance fees or membership fees being deemed incidental to the main activity of conducting the sporting or recreational activities.
Property Owners	Property is owner occupied: and
suffering hardship	 Hardship status is confirmed by a financial assessment of the property owner's circumstances.

Concession applicable if Council resolves to allow concession

Eligible Property Owner	Concession	
Charities	General Rates Concession of 100%	
Incorporated Associations and Not for Profit Organisations	General Rates Concession of 100%	
Property Owners suffering hardship	Deferral of liability to pay rates for 6 months. Rates will still accrue over this period to be paid after the deferral period of 6 months.	

7. Roles and Responsibilities

The General Manager (Corporate Services) has overall responsibility for the delivery of the objectives of this policy, including compliance with all relevant legislation.

8. Guidelines

The Rating and Billing Team of Corporate Services Department is responsible for the management of enquiries and the processing of new applications. After assessment of an application, if it is considered that it meets all the criteria to be successful, a team member is required to prepare a report for consideration by Council. Final approval of all applications requires a Council resolution before the rates concession is implemented.

An annual review, at the end of the financial year, is undertaken on all current rates concessions. The outcomes of the annual review are to be collated into a report for Council consideration for the continuation of the concession for the next financial year.

The Rating and Billing team will communicate the decision of Council for:

- All new applications;
- All customers with a current rates concession following the annual review.

All adjustments to the rates levied will be managed by the team.

Item 6.6 / Attachment 2.

IPSWICH CITY COUNCIL | Rates Concession Policy

9. Key Stakeholders

N/A

10. Monitoring and Evaluation

Applications received for consideration of a rates concession will be assessed against this policy criteria to ensure consistency across all requests. The assessed applications will then move through the committee process to ensure that good governance standards are maintained.

11. Definitions

Charity as defined by reference to the Australian Charities and Not-for-profits Commission, Charities Act 2013 (Commonwealth), Charitable Funds Act 1958 (Queensland) and the Office of Fair Trading Queensland published information concerning: Associations, Charities and Not for Profits organisations.

A Not for Profit or Incorporated Organisation is an organisations that incorporates in its objectives and constitution that it does not make a profit which is distributed to the directors or principals but is only distributed for the purpose of the continued operation of the organisation. Such an organisation is usually currently registered with the Australian Charities and Not for Profits Commission and the Office of Fair Trading Queensland.

Property owner suffering hardship is a natural person that can demonstrate that payment of rates within the prescribed time period will or has affected the well being of one or more individuals residing at the property in such a way as to constitute an unreasonable outcome based on present community standards.

12. Policy Owner

The General Manager (Corporate Services) is the policy owner and the Finance Manager is responsible for authoring and reviewing this policy.

Doc ID No: A11644527

ITEM: 6.7

SUBJECT: STRATEGIC CONTRACTING - ADOPTION OF ANNUAL CONTRACTING PLAN

AUTHOR: MANAGER, PROCUREMENT

DATE: 30 MAY 2025

EXECUTIVE SUMMARY

This is a report concerning the adoption of 'Strategic Contracting Procedures' (SCP) from 1 July 2025 for Council contracts, as per the requirements of Chapter 6, Part 2 of the *Local Government Regulation 2012*.

RECOMMENDATION/S

That pursuant to section 220(2) of the Local Government Regulation 2012, Council adopt the Annual Contracting Plan (ACP) (as contained as Attachment 1 to this Report) for the 2025-2026 Financial Year.

RELATED PARTIES

There are no declarations of conflicts of interest.

All Council Suppliers
All Council Employees

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

On 30 April 2025 Council resolved to apply Chapter 6, Part 2 'Strategic Contracting Procedures' (SCP) of the *Local Government Regulation 2012* (the Regulation) to its contracts from 1 July 2025.

On 19 June 2025 Council resolved to adopt the Procurement Policy and the Procurement and Contracts Manual which aligns with Council's Strategic Contracting Procedures governance framework and sets out Council's procedures for carrying out all contracts from 1 July 2025.

Pursuant with the adoption of the Strategic Contracting Procedures, the Council is required to adopt the ACP for the 2025-2026 Financial year, after the adoption of the annual budget for the Financial Year.

The ACP was submitted for noting in report titled 'STRATEGIC CONTRACTING - ADOPTION OF ANNUAL CONTRACTING PLAN' presented to the Finance and Governance Committee meeting on 10 June. The 2025-2026 ACP is now presented for adoption by Council, as contained in Attachment 1 to this report.

LEGAL IMPLICATIONS

This report and its recommendations are consistent with the following legislative provisions: Local Government Act 2009 Local Government Regulation 2012

POLICY IMPLICATIONS

This decision is consistent with the Procurement Policy and the Procurement and Contracts Manual which were adopted by Council on 19 June 2025.

RISK MANAGEMENT IMPLICATIONS

The SCP is an approach that identifies potential opportunities, while managing adverse risks as per section 217(2) of the Regulation.

FINANCIAL/RESOURCE IMPLICATIONS

The delivery of the SCP is consistent with the existing budget. The costs and benefits of applying the Strategic Contracting Procedures were reported to Council on 18 February 2025. The strategic approach would cost no more, and likely less than the costs associated with maintaining the existing framework under the Default Contracting Procedures.

COMMUNITY AND OTHER CONSULTATION

Consultation has occurred with the Executive Leadership Team, Procurement Branch, Legal and Governance and selected stakeholders within Council.

CONCLUSION

The shift to SCP under Part 2, Chapter 6 of the Regulation marks a significant milestone for Council in strengthening its procurement capabilities and improving operational efficiency. The Procurement Policy and the Procurement and Contracts Manual were adopted by Council on 19 June 2025. The adoption of the ACP marks the final step in the shift from default contracting procedures to Strategic Contracting Procedures for Council.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS		
OTHER DECISION		
(a) What is the	Council resolves to adopt the Annual Contracting Plan (as	
Act/Decision being	contained as Attachment 1 to this Report) for the 2025-2026	
made?	Financial Year.	

(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. Annual Contracting Plan (FY25-26) 🗓 🖫

Tanya Houwen

MANAGER, PROCUREMENT

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"

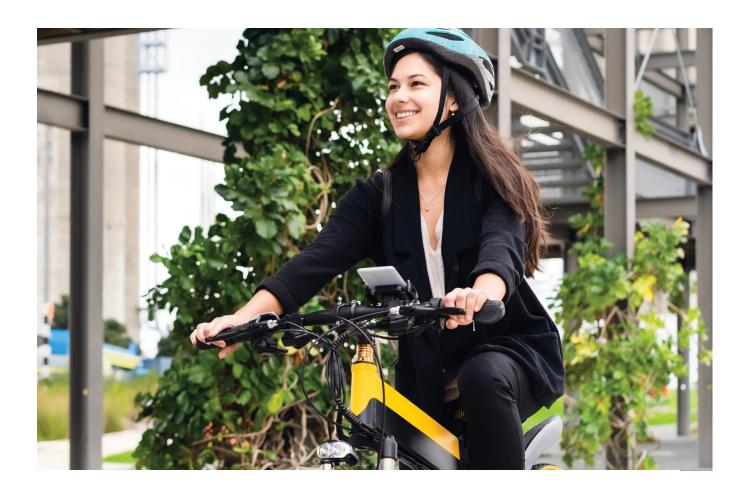


Financial Year 2025/2026



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SECTION 1: PROCUREMENT AT CITY OF IPSWICH

Procurement at Ipswich City Council (**Council**) is conducted in accordance with the *Local Government Act 2009* (Qld) (**LGA**) and the *Local Government Regulation 2012* (Qld) (Regulation). Council, by resolution, has decided to apply Chapter 6, Part 2 - Strategic Contracting Procedures (**SCP**) of the LGR. This allows Council to take a strategic approach to its contracts for goods, services, and the disposal of non-current assets (excluding the disposal of land or any part of an interest in land), while managing the adverse risks associated with contracting.

It is a requirement of the SCP for Council to develop an Annual Contracting Plan (**ACP**). The ACP contains the proposed contracts for the Financial Year including identifying any Significant Contracts. The ACP must be resolved after the budget for the Financial Year is resolved by Council.

For the purpose of this ACP the 'Financial Year' is 2025/2026 financial year.

All monetary values in this document shall be interpreted as being in Australian dollars (AUD) and exclusive of GST (to the extent that GST is applicable).

SECTION 2: PROCUREMENT GOVERNANCE FRAMEWORK

Council's Procurement Policy and Procurement and Contract Manual (Manual) set out the governance framework for how Council must carry out all procurement, contracting and disposal activities. Council conducts its contracting activities in a transparent manner which demonstrates probity and accountability, whilst having regard to the five sound contracting principles as set out in section 104 of the Act.

This ACP is prepared in accordance with the Manual.

SECTION 3: CONTRACTING PLAN

Council, by resolution, must make and adopt a Contracting Plan each financial year (ACP) that is consistent with and supports the achievement of the strategic directions in Council's Corporate Plan.

A. CONTRACT TYPES

This ACP details Contracts to be entered into by Council for the Financial Year in accordance with the two contract types listed below. All other contracting activities with an expected value less than \$500,000 will be undertaken in accordance with the Manual.

Council classifies Contracts with the expected value of more than \$5000,000 in two ways:

1. General

a. the expected contract value is greater than or equal to \$500,000 but less than \$7,000,000.

2. Significant

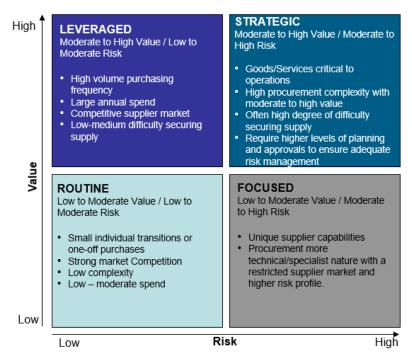
- a. the expected contract value is more than \$7,000,000; or
- b. the contract term proposed is greater than (10) ten years.

B. MARKET ASSESSMENT

Council has conducted a market assessment for each type of Contract outlined above including the relative cost and difficulty in securing supply under each type of Contract.

Councils Value Risk Matrix **(VRM)** assessment tool (figure B.1) is utilised to assess market. Sourcing activities are classified as one of the following:

Figure B.1 Value Risk Matrix



The table below identifies Council's findings from the market assessment.

CONTRACT TYPE	SOURCING ACTIVITIES UNDERTAKEN	MARKET ASSESSMENT
General	Expressions of Interest Request for Quotation* Request for Tender Exceptions	 Most contracts entered into following a competitive process; Assess as routine, focused, leveraged, or strategic according to the VRM
Significant	Expressions of Interest Request for Tender Exceptions (As outlined in the Significant Contracting Plan)	 Majority of contracts entered into following a competitive process; Assess as either leveraged or strategic according to the VRM.

^{*}Requestion for Quotations may be executed under existing panel/preferred supplier etc arrangements or issued out to selected suppliers based on market analysis.

C. CONTRACTING PRINCIPLES AND STRATEGIES

All procurement activities, as detailed in Council's Procurement Policy, must have regard to the five 'sound contracting principles' contained in section 104(3) of the LGA.

Council may accept an offer most advantageous to it having regard to the sound contracting principles:

- a) value for money;
- b) open and effective competition;
- c) the development of competitive local business and industry;
- d) environmental protection; and
- e) ethical behaviour and fair dealing.

Council recognises that developing and adopting appropriate best practice contracting and procurement policies, processes, systems and procedures for all goods and services by Council, will enhance achievement of Council objectives such as:

- sustainable procurement,
- bottom-line cost savings,
- supporting local economies,
- · achieving innovation, and
- better services for communities.

D. POLICY ABOUT PROPOSED DELEGATIONS

The power to make, amend or discharge a contract for Council is delegated to the relevant officer in accordance with Councils Delegations Administrative Directive.

E. SIGNIFICANT CONTRACTS

All Significant Contracts must have a Significant Contract Plan which is prepared in the form of an approved procurement strategy and adopted by Council prior to undertaking the Sourcing Activity. In accordance with section 221 of the LGR a Significant Contracting Plan document must state:

- a) the objectives of the significant contract;
- b) how the objectives are to be achieved;
- c) how achievement of the objectives will be measured;
- d) any alternative ways of achieving the objectives, and why the alternative ways were not applied;
- e) proposed contractual arrangements for the activity; and
- f) a risk analysis of the market in which the contract is to happen.

SECTION 4: EXCEPTIONS

Ensuring regard to the Sound Contracting Principles, Council may enter into a contractual arrangement without first undertaking a competitive procurement process (i.e. invitation to quote or tender) when entering into a contract under an exception as detailed in the Manual.

SECTION 5: AMENDMENTS TO THE ACP

In accordance with section 220 of the LGR, Council may, by resolution, amend the ACP at any time before the end of the financial year to which the Contracting Plan relates.

SECTION 6: CONTRACTING SCHEDULE

Council's schedule of Contracts for this Financial Year is attached as Appendix A. The schedule indicates all Contracts with an expected value of greater than \$500,000 and indicates which of the Contracts listed Council considered to be Significant Contracts.

SECTION 7: PUBLISHING CONTRACT DETAILS

To achieve greater transparency in procurement and contribute to rebuilding of trust with the Ipswich community, council will publish basic contract details for all awarded contracts and procurements over \$10 thousand.

APPENDIX A

Annual contracting plan identifying contracts worth more than \$500,000 but less than \$7,000,000 being General. Contracts greater than \$7,000,000 or a contract term greater than 10 years being Significant.

CATEGORY	DESCRIPTION	CONTRACT
		TYPE
Annual licencing and subscriptions	Mobile Data Anywhere	General
Bridges and Culverts	Bergin Hills Road Culvert Rehabilitation	General
	Strongs Road Bridge Replacement	General
	Multiple Bridge and Culvert Rehabilitation Projects	General
Building works	Ipswich Nature Centre Upgrade	General
	Nicholas street office refurbishment	General
	Building Works – multiple locations	General
Concrete works	Multiple bikeways, park pathway and footpath projects	General
Civil Works	Multiple civil works projects	General
Design Projects	Design the Cultural Heart of Ipswich Project	General
Digital Library Products and Services	Library Electronic Resources and Discovery	General
Drainage projects	Britain's road stormwater rehabilitation	General
	Multiple drainage rehabilitation projects	General
Dry hire	Dry hire	General
Electrical services	Electrical services – lighting projects	General
Emergent works	Additional funding to cover any emergent works	General
Energy	Supply of Fuel and Fuel Cards	Significant
Facilities management	Fire detection & maintenance	General
	HVAC Maintenance	General
	Commercial Cleaning	Significant
Food & Beverage	Food and Beverage for Civic Centre functions	General
Gravel road rehabilitation program	Maintenance and upgrade of council's gravel road network	General
Grounds maintenance	Stormwater quality assets maintenance	General
	Supply of Bulk Pool Chemicals	General
ICT hardware	Supply & maintenance of multi-function devices & printers	General
	ICT Hardware (laptops, headsets, screens)	General
	Meeting room Audio Visual Equipment Support and Maintenance	General
Landscaping services	Grounds maintenance	Significant
Landscaping works	Organic Softfall Replacement	General
	Rubber Softfall Replacement	General
	Various landscaping and streetscape projects	General
Leases and Management Agreements	Animal Management Services	Significant
Maintenance & parts	Parts and services	General
Major civil works	Riverheart bank stabilisation	Significant

Parking & precinct management	Smart parking meter	General
Parkland management	Robelle domain parklands management	Significant
Parks rehabilitation works	Limestone Park netball facilities court resurfacing	General
	Tivoli Sporting Complex Upgrade	Significant
	Redbank Plains Recreation Reserve New Sports Facility	Significant
	Parks Rehabilitation works at multiple locations	General
Plumbing services	Plumbing services	General
Professional Services	Oracle Fusion Managed Services	General
Provisional works	Allocation of any additional divisional projects	General
Quarry products	Supply of unbound pavement material	General
Ready-mix concrete	Supply and delivery of ready-mix concrete	General
Road rehabilitation	Augusta Parkway and Sinnathamby Boulevarde Road Upgrade	Significant
	Citywide sealed road resurfacing program	Significant
	Redbank Plains Recreation Reserve Carpark Extension	General
	Redbank Plains Road Upgrade	General
	Ripley and Reif Street Intersection	General
	School Road, Redbank Plains Upgrade	General
	School Road, Redbank Plains Upgrade – Redbank Plains Primary	General
	School Carpark	
	Springfield Park Road Upgrade	Significant
	Minor carpark and road rehabilitation works across the City	General
Security services	Electronic security services	Significant
Street Furniture	Street Furniture Rehabilitation at multiple locations	General
Software	Smart Parking Solutions	General
	Relocatable Surveillance Cameras for School Safe Program	General
	Waste Management Software Solution	General
	Waste Services Commercial Management System	General
	Oracle Service Cloud (rightnow) Licence and Support	General
	Objective EDRMS and Connect	General
	Waterride Cloud Subscription for Flood Forecasting	General
	Infrastructure Charges Management	General
	Automatic Number Plate Recognition Compliance System	General
	Cemeteries Management Software	General
Tyres Tubes and	Supply of Tyres, Tubes and Associated Service	General
Associated Services	Underground continue leasting C	Camaril
Underground services	Underground services, locations & vacuum excavation	General
Waste	Mobile Garbage Bins, Industrial Containers & Bins, Static Compactors, Associated Products and Services	General
	Liquid waste disposal services	General
	Disposal of Non-Putrescible Waste	Significant
	Waste Disposal Services	Significant



Doc ID No: A11674389

ITEM: 6.8

SUBJECT: MINOR AMENDMENTS TO FEES AND CHARGES - PLANNING AND

DEVELOPMENT

AUTHOR: TREASURY ACCOUNTING MANAGER

DATE: 9 JUNE 2025

EXECUTIVE SUMMARY

This is a report concerning the adoption of minor amendments to the fees and charges for planning services to apply from 1 July 2025.

RECOMMENDATION/S

That the proposed amendments to Fees and Charges for planning services, as outlined in Attachment 1, be adopted with an effective date of 1 July 2025.

RELATED PARTIES

This report deals with the adoption of the pricing of fees and charges and does not specifically reference any third party.

IFUTURE THEME

A Trusted and Leading Organisation

PURPOSE OF REPORT/BACKGROUND

Section 98 of the *Local Government Act 2009* (LGA) requires Council to maintain a publicly available register of cost recovery fees.

As part of the annual budget adoption process, Council undertakes a review of all fees and charges prior to the commencement of a new financial year. Fees for the 2025-2026 financial year were subject to approval at the meetings of 27 March 2025 (for health and regulatory services fees), and 29 May 2025 for all other fees.

A small number of further amendments to the register are proposed to provide greater clarity as to the application of service fees. The proposed amendments, as outlined in Attachment 1, include:

 a) Increasing the scope of fees for minor amendments to building certifications to include class 2 and 4 dwellings, consistent with the categorisations for major amendments, and b) In the Engineering and Environment Fees section, specifying that Infrastructure Credits are applicable to Infrastructure Agreements, and Infrastructure Offsets Assessments relate to Priority Development Areas (PDA).

No changes are proposed to the value of the approved fees.

LEGAL IMPLICATIONS

This report and its recommendations are consistent with the following legislative provisions: Local Government Act 2009 s97 and 98

POLICY IMPLICATIONS

The proposed amendments are consistent with Council's planning scheme and policies. Fees and charges are established in accordance with Councils Revenue Policy.

RISK MANAGEMENT IMPLICATIONS

The intent of the proposed clarifications to the register of fees and charges is to mitigate any potential risk of the planning fees being incorrectly applied.

FINANCIAL/RESOURCE IMPLICATIONS

The proposed amendments are for clarification purposes only, and will not result in any direct financial implications for Council or external stakeholders.

COMMUNITY AND OTHER CONSULTATION

This proposal was initiated by, and developed in consultation with the Planning and Regulatory Services department.

Due to the administrative nature of the proposed amendments, consultation with external parties was not warranted.

CONCLUSION

It is recommended that Council approve the proposed variations and additions to the Register of Fees and Charges.

HUMAN RIGHTS IMPLICATIONS

HUMAN RIGHTS IMPACTS		
OTHER DECISION		
	A11675936	
(a) What is the Act/Decision being made?	The Recommendation seeks Council approval for proposed minor amendments to Fees and Charges for planning services.	
(b) What human rights are affected?	This decision has the potential to impact human rights in relation to recognition and equality before the law.	

(c) How are the human	The amendments to the application of planning fees may
rights limited?	impact some customers requiring these services as part of
	planning and development activities.
(d) Is there a good	The fees and charges the proposed amendments apply to do
reason for limiting	not apply to core Council services or public goods, but rather to
the relevant rights?	services which are optional to take up and benefit an individual.
Is the limitation fair	Where charges are applied, this is enabled by, and governed by
and reasonable?	legislative provisions. For services which can be provided by a
	Local Government only, Council is required to charge not more
	than cost recovery.
(e) Conclusion	The decision is consistent with human rights.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

1 Proposed Planning Fee Amendments 🗓 🖺

Paul Mollenhauer

TREASURY ACCOUNTING MANAGER

I concur with the recommendations contained in this report.

Christina Binoya

CHIEF FINANCIAL OFFICER

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"

PLANNING AND DEVELOPMENT (draft register extract)

2 Building Services

2.1 Building Certification Fees

2.1.8 Other Building Certification Fees

(c) Amendments to a Building Decision Notice

Class 1 and 10 buildings - minor amendment	\$295.00	#
Class 1 and 10 buildings - major amendment	\$805.00	#
-Class 3,-Class-5 to Class 9 buildings minor amendment	\$870.00	#
Class 2 to Class 9 buildings - minor amendment		
Class 2 to Class 9 <u>buildings</u> - major amendment	\$1,800.00	#

5 Engineering and Environment Fees

5.2 PDA Operational Works/Self-Certification/Pre-Construction

Fees under this section may incur additional fees including Post-Assessment of Technical/Specialist Reports; Bonding Outstanding Works; Re-Inspection; and Infrastructure Credit (Infrastructure Agreement) and PDA Infrastructure Offset Assessment. Refer to Section 5.3 Other Engineering and Environment Fees.

5.3 Other Engineering and Environment Fees

5.3.2 Infrastructure Credit (Infrastructure Agreement) and PDA Infrastructure Offset Assessment (Provisional Market Cost, Early and Final Accrual)

Processing Fee	\$2,210.00	Planning Act 2016 (Qld) s51; or Economic Development Act 2012 (Qld) s129	(a)
Assessment	By quote	Planning Act 2016 (Qld) s51; or Economic Development Act 2012 (Qld) s129	(a)

Draft price list effective 1 July 2025

Indicates 10% GST included.

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