



ATTACHMENTS UNDER SEPARATE COVER

ITEM ATTACHMENT DETAILS

16. NOTICES OF MOTION:

16.1 Notice of Motion - Food Truck Friendly Council

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1. OFFICERS' REPORTS:

15.2 Quarter 4 - Operational Plan 2019-2020 Quarterly Performance Report

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BRISBANE FOOD TRUCKS

Gourmet Food Truck Information Kit



JULY 2019



Dedicated to a better Brisbane

The Brisbane Food Trucks initiative aims to activate public spaces with gourmet food experiences that celebrate our cultural diversity and subtropical climate.

If a business wishes to establish a new Gourmet Food Truck or has an existing one, this information kit is a useful guide. It provides information on how the Brisbane Food Trucks initiative works and how to get involved.



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GOURMET FOOD TRUCKS

What is a Gourmet Food Truck?

Mobile food vehicles are a great way to take food businesses on the road and be where the customers are. As an expansion of Council's policy on commercial activities on roads and in parks, there is now an opportunity for mobile food vehicles to be approved as a Gourmet Food Truck.

This has been developed to encourage food businesses to operate in spaces that need activation and could benefit from a creative dining experience. A Gourmet Food Truck is defined as a mobile food vehicle or trailer that offers a creative food experience and has been approved under the Brisbane Food Trucks initiative to trade in nominated premium and drive-up sites across the city.

Gourmet Food Truck mandatory requirements

There are a number of requirements that need to be met in order to be classified as a Gourmet Food Truck. The following table outlines the criteria that mobile food vehicles applying for a Gourmet Food Truck Approval will be assessed against.

Unique customer experience mandatory requirements	How to demonstrate
Gourmet food offering	
Gourmet Food Trucks must serve high-quality freshly prepared food that offers the customer a unique food experience*. * Please note that coffee must not be sold when operating on Council land.	Provide a brief description addressing each requirement including a detailed menu.
Presentation	
Gourmet Food Trucks must have a distinctive visual presentation that displays a creative edge, with high-quality finishes and/or innovative technology.	Provide images and a description of the vehicle.
Environmental sustainability	
Gourmet Food Trucks must have sustainable business operations in place to reduce the impact on the environment. This includes waste reduction and energy-efficient practices, as well as packaging used for the sale of food that is suitable for recycling in the Brisbane City Council Local Government Area.	Provide a summary of all relevant methods and processes for waste reduction and management, energy efficiency and recycling.

Gourmet Food Truck mandatory requirements continued

Additional mandatory requirements

Gourmet Food Truck dimensions must not exceed a length of eight metres and a width of 2.5 metres when the vehicle is self-propelled. For food trailers, the maximum dimension is 10 metres, inclusive of the towing vehicle**.

Gourmet Food Trucks must be self-sufficient (i.e. own power and water supply) and able to arrive fully-equipped at locations.

All cooking and serving activity must be conducted from within the confines of the Gourmet Food Truck, not under awnings or marquees**.

Gourmet Food Trucks must be a registered business with a current Mobile Food Business Licence from a local government within Queensland.

Gourmet Food Trucks that have a food business licence with Brisbane City Council must achieve and maintain a three stars or greater rating as part of the [Eat Safe Brisbane](#) scheme and have opted in to display their rating.

** Not required for website-only applications.

GOURMET FOOD TRUCK APPROVAL

Overview

Once a Gourmet Food Truck Approval has been issued, the operator is entitled to trade from:

- **premium sites** – designated locations on Council land which require pre-booking
- **drive-up sites** – locations on Council road reserves with no pre-booking required.

The following table highlights the permitted locations available to mobile food businesses with a Mobile Food Licence and additionally with a Gourmet Food Truck Approval.

Approvals are issued on a per vehicle basis for a period of 12 months and must be renewed six weeks prior to the expiry date. An approval is specific to each food truck and is not transferable between vehicles.

The Gourmet Food Truck Approval must be printed and retained within the vehicle at all times and made available to an authorised Council officer on request. The holder of the approval must comply with all conditions of the approval and the *Gourmet Food Truck Information Kit*.

	Drive-up sites on Council road reserve	Premium sites in popular parks	Other parks	Markets and events	Private property
Mobile Food Business Licence	No	No	No – except with approved park bookings	Yes – with appropriate approvals and land owner's consent	Yes – with appropriate planning approvals and land owner's consent
Gourmet Food Truck Approval	Yes	Yes	No – except with approved park bookings	Yes – with appropriate approvals and land owner's consent	Yes – with appropriate planning approvals and land owner's consent

Premium sites

Premium sites are designated parking areas for Gourmet Food Trucks. These sites are located in inner-city and suburban locations, and their details, available space allocation and trading times are listed in Appendix 3 of the *Gourmet Food Trucks Information Kit*.

Approved Gourmet Food Trucks can trade from designated premium sites by pre-booking the nominated dates and times on the Brisbane Food Trucks website booking system.

A token-based system will be used on the website to manage the booking process for premium sites to ensure it remains equitable. Gourmet Food Truck operators will be allocated a set number of tokens each month to use at their discretion. Premium sites may be designated with a higher token value, based on location and expected level of pedestrian traffic and exposure.

Some premium sites require a key to open a vehicle entry gate. This key will be issued to Gourmet Food Trucks once an approval has been granted.

Drive-up sites

Approved Gourmet Food Trucks can also trade from drive-up sites. Prior to trading, food trucks must check-in their location on the Brisbane Food Trucks website, so customers can see online where they are trading. Drive-up sites allow Gourmet Food Trucks to operate using existing lawful on-street car parking spaces on Brisbane City Council controlled roads, subject to the restricted locations and approval conditions outlined in this guideline.

The operation of a Gourmet Food Truck on these sites must comply with the local car parking restrictions of the parking space or nominated area, including payment of any parking fees.

Gourmet Food Trucks may pull up to the kerb, into a lawful parking spot, and trade on the footpath side. Vehicles must not park on the footpath or driveways.

- For assistance in determining appropriate drive-up sites, access Council's City Plan interactive map to determine land zoning (e.g. residential, industrial or commercial)
brisbane.qld.gov.au/planning-building/planning-guidelines-tools/brisbane-city-plan-2014
- For further information:
 - email the project team at bnfoodtrucks@brisbane.qld.gov.au
 - call Council's Business Hotline on 133 BNE (133 263), 24 hours a day, seven days a week.

Approval conditions

1.1. Restricted locations

Gourmet Food Trucks must not trade in the following locations.

- Roads as listed in the 'Schedule of restricted streets' outlined in Appendix 1. The schedule of restricted streets may be updated from time to time.
- Privately owned land, roads and car parks – without prior consent from the land owner and appropriate development approval.
- Events/markets – without prior consent from the land owner and appropriate approvals.
- Within the South Bank Precinct shown in Appendix 2.

1.2. Proximity to residential buildings, schools, kindergartens and libraries

- Gourmet Food Trucks are not permitted to operate directly in front of any residential building (meaning operation from the same side of the road).
- Gourmet Food Trucks are not permitted to operate directly in front of a school or kindergarten during school hours (meaning operation from the same side of the road).
- Gourmet Food Trucks are not permitted to operate within 30 metres of a library during hours of operation.

1.3. Proximity to existing food businesses

Gourmet Food Trucks must not negatively impact the operation of existing fixed or other approved mobile or standing vehicle food businesses.

- Gourmet Food Trucks are not permitted to operate within 30 metres of an existing takeaway food or drink business open for business serving the same or similar food types (e.g. pizzas and burgers are a similar food type), an outdoor dining area of an existing food business of any type or an approved mobile or standing vehicle food business.
- This distance is measured in a straight line along the street (i.e. not through buildings) from the closest point of the Gourmet Food Truck to the main entrance of the food business.
- If a commercial agreement exists between a Gourmet Food Truck and a fixed food business this restriction does not apply. Consultation with surrounding businesses is recommended.

1.4. Hours of operation

- Premium sites have specific trading conditions and hours of operation as outlined in Appendix 3.
- Food trucks are permitted to arrive on site half an hour prior to service and remain half an hour post service at the times indicated.
- Drive-up sites have the following hours of operation (inclusive of set-up and set-down times).
 - CBD sites (as identified in Appendix 2): 7am-3am (Monday to Sunday).
 - Remainder of Local Government Area: 9am-10pm (Monday to Sunday).
 - There is a maximum of five hours trading time permitted in one location over a 24-hour period for a drive-up site.

1.5. Safety and accessibility

- All Gourmet Food Trucks must operate in full compliance with existing road rules and parking restrictions when operating on Council-controlled roads.
- Only the Gourmet Food Truck or Gourmet Food Truck trailer and towing vehicle may be brought onto a premium site. No other vehicles are allowed to be brought onto a premium site at any time.
- Due to limited available space, some premium sites do not accommodate towing vehicles to remain attached to the Gourmet Food Truck trailer. Where a towing vehicle coupled to a trailer is longer than the space provided, the towing vehicle must be uncoupled and relocated outside the premium site.
- All vehicle movements must be minimised. Council may direct maximum allowable vehicle movements.
- Operators must complete their own assessment of premium and drive-up sites to ensure that they can safely utilise the site while complying with the conditions of the approval.
- The location of a Gourmet Food Truck and its patrons must not obstruct normal use of paths, stairways and ramps by pedestrians, cyclists and other users, and must ensure sufficient clearance for clear movement.
- Gourmet Food Trucks must not serve with the serving window opening on to any part of the roadway, shared pathway or bicycle path. All access to a Gourmet Food Truck must be obtained from an adjacent footpath area and not the roadway.

Item 16.1 / Attachment 1.

- Gourmet Food Truck operation must not impact on public transport facilities or operations, including bus stops.
- Gourmet Food Truck operation must not obstruct driveways, loading zones or disabled parking bays.
- Gourmet Food Truck operation must not impact on public safety by limiting sight distances for vehicles, pedestrians, cyclists and other footpath and road users.
- Any queues for service must not restrict movement on shared paths, bikeways and high-use pedestrian paths. A pedestrian clearance of two metres (in suburban areas) and 2.4 metres (in CBD areas) is to be maintained at all times. Customers are not to queue on the road at any time.
- Operators should ensure that they are either able to hand meals safely to someone in a seated position (i.e. person using a wheelchair) or be able to safely leave the food truck to hand meals to someone in a seated position.
- The location and operation of a Gourmet Food Truck must not obstruct normal public, maintenance or emergency access to and use of Council infrastructure such as park furniture, shelters, recreation facilities, libraries, signage, playgrounds and public toilets.
- Gourmet Food Trucks must not restrict access to any parking meter, fire and emergency infrastructure, inspection holes and chambers or onsite fuel fill points.
- The Gourmet Food Truck operator must not conduct the activity in a way that interferes with services or infrastructure.
- All structures and equipment used by the operator must be freestanding. No nails, pegs or similar objects can be driven into ground surfaces.
- Gourmet Food Truck operation must be conducted safely and in compliance with legislation, including but not limited to health and safety legislation. Council may issue directions to improve public safety.

1.6. Power, water and deliveries

- The operator must provide their own on-board power and water.
- Gourmet Food Trucks must arrive fully equipped at all trading locations and are not permitted to receive any deliveries.
- The operator must ensure any power cords are protected with appropriate workplace health and safety requirements.

1.7. Furniture

- Temporary furniture may only be used within premium sites where space allows and it is safe to do so.
- Use of temporary furniture must not obstruct pedestrian, cyclist or vehicle movement or access to and use of Council infrastructure such as park furniture, recreation facilities, signage, playgrounds and public toilets.
- There is to be no furniture or seating placed on footpaths and footpath dining permits will not be issued.
- All temporary furniture is required to be removed from site at the completion of service.

1.8. Authorities

- Gourmet Food Truck operators must comply with any directions and requirements relating to the use of any site given by Council.
- An authorised officer has the authority to instruct a Gourmet Food Truck to move from both premium and drive-up sites if necessary.
- Gourmet Food Trucks must comply with all requirements of statutory authorities.

1.9. Signage and advertising

- An approval under this initiative does not imply any approval for the erection or display of any sign or sign structure not directly attached to the Gourmet Food Truck. Advertising must be restricted to the vehicle, comply with all laws, including local laws, and comply with any direction given by Council.
- Advertising signage is regulated by Council's Advertisements Local Law and Advertisements Subordinate Local Law.
- Gourmet Food Trucks are not permitted to trade on Council land if they re-brand or re-appropriate their vehicle for temporary promotion, third-party advertising purposes or corporate sponsorship.
- Council may require the Gourmet Food Truck operator to discontinue any business practice or advertising that Council considers inappropriate in its absolute discretion.

1.10. Liquor licensing

- No Gourmet Food Truck is to sell alcohol to the public when operating on Council sites (drive-up or premium).

1.11. Waste management

- Gourmet Food Trucks are responsible for all waste materials generated during a trading period and must keep the site and the immediate area in a clean and tidy condition while undertaking the activity.
- Waste materials must be collected in bins or suitable receptacles, removed from the site by the operator and disposed of lawfully at the end of a trading period. Waste materials generated by the activity must not be placed in park or street bins, or in the bins of nearby businesses or Council facilities such as libraries.
- Under no circumstances is liquid waste to be discharged to the ground or into a stormwater drain.
- The Gourmet Food Truck operator must clean the site immediately after last service and before leaving the site, but must not leave tidying of rubbish and general cleaning of the site until after last service. Council may give directions in relation to cleaning standards and requirements.
- Food or drink must not be served in glass bottles or crockery. Preference must be given to recyclable containers. Non-recyclable containers must be approved by Council before use.

1.12. Amenity

- Operators must comply with the *Environmental Protection Act 1994*, which regulates residential, commercial and industrial nuisances, air pollution and water pollution.
- The emission of noise associated with the use of a Gourmet Food Truck, including the operation of any mechanical equipment, must not create a nuisance.
- Generators are a regulated device and cannot be used outside the hours of 7am-7pm Monday to Saturday and 8am-7pm Sundays and public holidays if they make an audible noise, as per the *Environmental Protection Act 1994*.
- Before 7am and after 10pm Monday to Saturday and before 8am and after 6pm Sundays and public holidays, audible noise generated must not exceed background levels. Audible noise means noise that can be clearly heard by an individual who is an occupier of an affected building.

- Noise generated at other times must not exceed background levels by more than the lesser of 10 dB or so that a passer-by must raise their voice to be heard.
- If noise complaints are received and substantiated by an authorised Council officer, the use of the Gourmet Food Truck may be suspended or moderated to prevent nuisance, or until mitigation measures are in place and Council has confirmed that the use may continue.

1.13. Lighting

- Lighting from a Gourmet Food Truck must not distract passing traffic or create nuisance lighting for any surrounding businesses or residents.

1.14. Insurances

The Gourmet Food Truck operator must obtain and maintain appropriate insurances including:

- public liability insurance providing indemnity of \$20 million on terms and conditions acceptable to Council
- motor vehicle insurance in respect of all vehicles engaged in the activity providing coverage for property damage and on terms and conditions acceptable to Council.

1.15. Other

- Any damage caused to Council assets must be rectified and the Council assets restored to the original condition within three business days. Materials or equipment for repair works must not be brought onto the site until approved by Council.
- Council works such as park upgrades, maintenance and mowing take precedence over the activity.
- The operator must remove the Gourmet Food Truck and all materials used in the activity at the end of a trading period.

1.16. Brisbane Food Trucks website

- The Brisbane Food Trucks website (bnefoodtrucks.com.au) allows the general public to easily locate and follow food trucks. It provides food truck operators with the ability to create a vendor profile for promotion, to book premium sites and to notify the public of their upcoming schedule and when they are operational.
- Bookings for premium sites close two hours prior to the designated start of trading time. Operators can cancel any booking up to three days in advance and will be refunded the equivalent tokens. Any cancellations made after such time will result in tokens being forfeited.
- As a condition of their approval, Gourmet Food Truck operators must use the Brisbane Food Trucks website to check in and check out of all sites when operating within the Council area, as well as keeping their contact details, images and menus up-to-date. This notifies the public of Gourmet Food Truck operations and allows Council to carry out compliance activities and future planning by monitoring trading locations.
- Operators who no longer have a valid approval will still have the opportunity to include a vendor profile on the website for promotion, but will no longer have access to book premium sites.
- Operators are also required to use the hashtag #bnefoodtrucks when posting on Instagram.
- A website manual is provided once the operator has been approved and the approval has been issued.

HOW DO I APPLY?

The following application process applies for a Gourmet Food Truck approval. Prior to commencing this process, the applicant must hold a current Mobile Food Business Licence. Further information regarding this can be found on Council's website.

Food trucks that do not wish to apply for the approval to trade at premium and drive-up sites are able to apply to be included on the Brisbane Food Trucks website. These food trucks must still be approved through the design assessment process. For further information visit Council's website.

Stage 1 – design assessment

1. The applicant must complete a Brisbane Gourmet Food Truck Design Assessment application form (available on Council's website), and submit along with all supporting documents to Council for assessment. A design application fee is required.
2. Council will undertake an assessment of the application against the mandatory requirements. The assessment will be conducted by the Gourmet Food Truck Design Review Panel.
3. Applicants will be notified whether they have been successful. Successful applicants may then proceed to Stage 2.

Stage 2 – self-assessable Gourmet Food Truck Approval

1. Approved applicants will receive a reference number to be used to complete the Self-assessable Gourmet Food Truck application form (available on Council's website). An application fee and occupation fee are required at this time.
2. Applicants must print their Gourmet Food Truck Approval and are required to keep this in the vehicle at all times when trading on Council land.

Supporting documents

All documents and files must be supplied in PDF or JPEG format. A minimum of four and a maximum of 12 images of the vehicle and its set up are to be provided. Views from the front, back and both sides are required to demonstrate the 'look and feel' of the vehicle.

Fees

Fees are set out in Council's schedule of [fees and charges](#) listed on Council's website. [Fees and charges](#) applicable to a Gourmet Food Truck approval are listed as a fee category under Standing Vehicles, Stalls, Booths and Stands Used for a Commercial or Promotional Activity.

Other fees and charges may be relevant, including fees listed under the Food Act Category, i.e. an application for a new Mobile Food Business Licence or renewal of an existing Mobile Food Business Licence.

APPENDIX 1 – RESTRICTED STREETS

In addition to the South Bank precinct, all Queensland Government-controlled roads listed below will have no operations.

ROAD NAME	SECTION	SUBURB
Albany Creek Road	Gympie Road to Albany Creek (Moreton Bay Regional Council boundary)	Aspley to Bridgeman Downs
Beaudesert Road	Granard Road to Mount Lindesay Highway (Logan City Council boundary)	Rocklea to Browns Plains
Boundary Road	Rouen Road to Kaye Street	Bardon
Centenary Motorway	Ipswich Motorway to Moggill Road exit (see also Western Freeway)	Darra, Jindalee, Fig Tree Pocket
Deagon Deviation	Gateway Motorway to Houghton Highway	Brighton
East-West Arterial Road	Length of road	Clayfield to Hendra
Elimatta Drive	Jubilee Terrace to Stewart Road	Ashgrove
Frederick Street	Length of road	Toowong
Gateway Motorway	Pacific Motorway to Gympie Arterial interchange	Underwood to Bald Hills
Granard Road	Length of road	Rocklea
Gympie Road	Lutwyche Road to Roghan Road	Kedron to Carseldine
Gympie Arterial Road	Gympie Road to Bruce Highway at the Pine River Bridge	Bald Hills
Houghton Highway	Deagon Deviation to Moreton Bay Regional Council boundary (1.05 km along Ted Smout Bridge)	Brighton
Ipswich Motorway	Granard Road to Logan Motorway interchange	Rocklea to Gables
Jubilee Terrace	Length of road	Ashgrove to Bardon
Junction Road	Sandgate Road to Rose Street	Woolloowin to Clayfield
Kaye Street	Length of road	Bardon
Kedron Park Road	Lutwyche Road to Park Road	Woolloowin
Kessels Road	Orange Grove Road to Logan Road	Coopers Plains to MacGregor
Logan Motorway	Ipswich Motorway to Wembley Road	Carole Park to Berrinba
Logan Road	Kessels Road to Underwood Road	Mount Gravatt to Underwood
Lytton Road	Gateway Motorway to Pritchard Street	Murrarie to Lytton
MacGregor Terrace	Length of road	Paddington
Mains Road	Kessels Road to Pacific Motorway	Nathan
Moggill Road	Western Freeway to Brisbane River	Kenmore to Moggill
Moreton Bay Road	Old Cleveland Road interchange to Tingalpa Creek (Redland City Council boundary)	Chandler to Capalaba West
Mount Coot-tha Road	Roundabout at Western Freeway to roundabout at Milton Road	Toowong
Mount Cotton Road	Mount Gravatt-Capalaba Road to Tingalpa Creek	Mackenzie to Burbank
Mount Crosby Road	Moggill Road to Colleges Crossing (Ipswich City Council boundary)	Pinjarra Hills to Karana Downs
Mount Gravatt-Capalaba Road	Logan Road to Mount Cotton Road	Mount Gravatt to Mackenzie
Old Cleveland Road	Adley Street to Tingalpa Creek (Redland City Council boundary)	Belmont to Capalaba West
Old Northern Road	South Pine Road to Hamilton Road (Moreton Bay Regional Council boundary)	Everton Park to McDowall West
Park Road	Kedron Park Road to Rose Street	Woolloowin

Item 16.1 / Attachment 1.

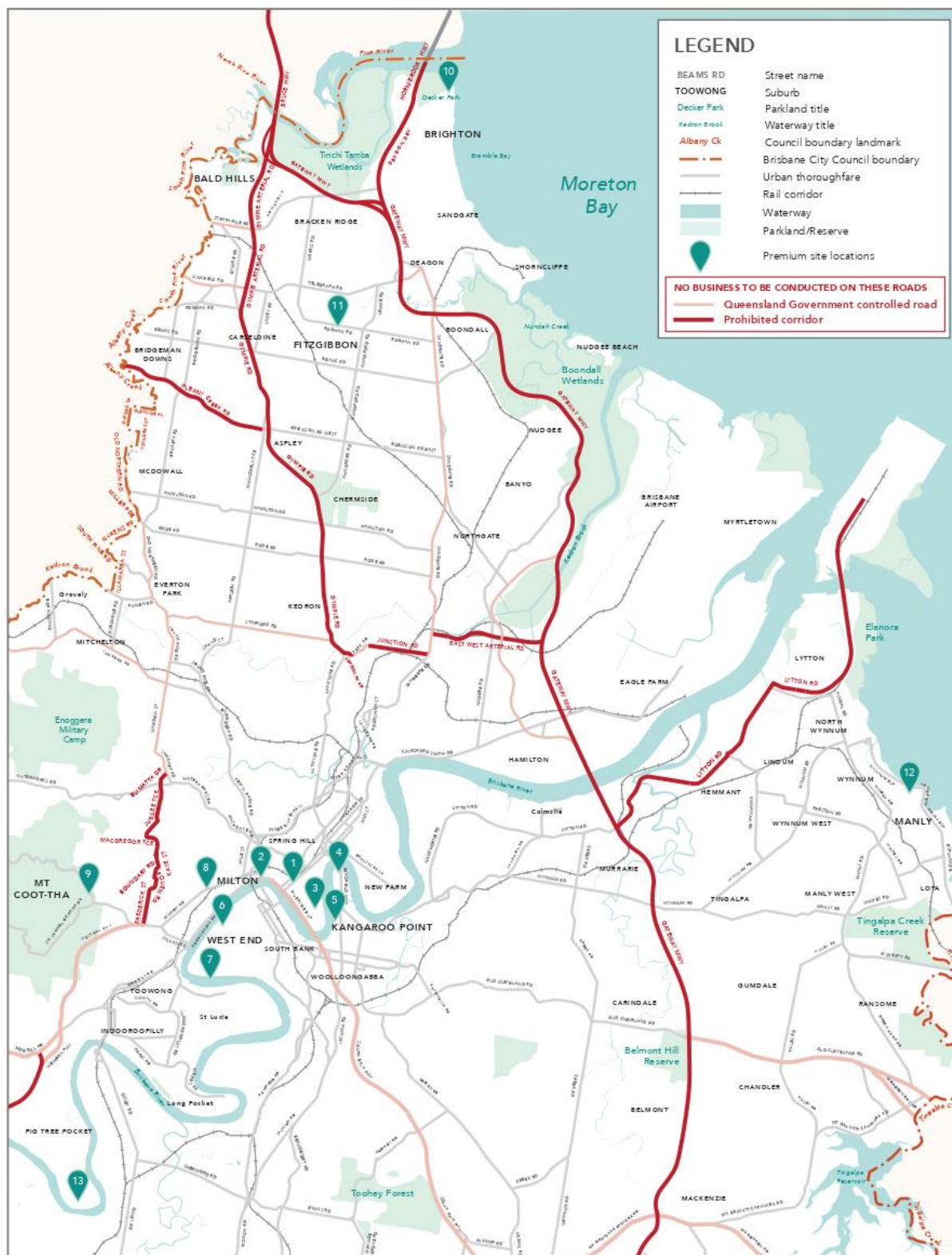
ROAD NAME	SECTION	SUBURB
Port Drive	Length of road	Lytton to Fisherman Islands
Port of Brisbane Motorway	Gateway Motorway to Port Drive	Murrarie to Fisherman Islands
Riawena Road	Beaudesert Road to Orange Grove Road	Coopers Plains
Riverside Expressway	Coronation Drive to Stanley Street overpass	City to Woolloongabba
Rose Street	Park Road to Junction Road	Clayfield
Rouen Road	Length of road	Bardon
Samford Road	Wardell Street to Moreton Bay Regional Council boundary	Enoggera to Ferny Grove
Sandgate Road	Junction Road to Gateway Motorway	Clayfield to Deagon
Pacific Motorway	Stanley Street overpass to Underwood Road overpass	Woolloongabba to Eight Mile Plains
Southern Cross Way	Length of road	Eagle Farm to Nudgee
South Pine Road	Wardell/Hurdcotte Street intersection to Old Northern Road	Enoggera to Everton Park
Stafford Road	Length of road	Stafford
Stewart Road	Wardell Street to Elimatta Drive	Ashgrove
Strathpine Road	Gympie Road, South Pine River Bridge (Moreton Bay Regional Council boundary) to Gympie Arterial Road	Bald Hills
Wardell Street	Length of road	Ashgrove to Enoggera
Western Freeway	Moggill Road exit to Mount Coot-tha Road roundabout (see also Centenary Motorway above)	Indooroopilly to Toowong

Disclaimer: these locations are subject to change.













APPENDIX 2 – BRISBANE CBD BOUNDARY










APPENDIX 3 – PREMIUM SITES



Map key/legend

JANE ST	Street title
City Botanic Gardens	Park/reserve title
	Direction of travel
	Site access
	Street view (from point indicated)
	Premium site – allocated space for food truck and furniture
	Direction of service windows If parked on-street, food service must be conducted on the footpath side of the vehicle.
	Road
	Railway
	Footpath
	Parkland/reserve
	Feature (playground, gardens)
	Water feature
	Structures

Pictograms

	Token Number of symbols indicates the number of tokens required
	Key required
	Toilets onsite
	Picnic table
	Picnic shelters
	Playground equipment
	Free Council Wi-Fi

Notes

- 24 hour time is used to state trading times at sites.
- Site features are within a 30 metre radius of the food truck location.

1 ALBERT STREET SHARED ZONE, CITY



Site availability and features

Thursday

☀ 11.30-14.30

Friday

☀ 11.30-14.30



2 E.E. MCCORMICK PLACE, UPPER ROMA STREET, CITY WEST



Site availability and features

Sunday-Thursday

☀ 11.30-14.30

Friday-Saturday

☀ 11.30-14.30

🌙 17.00-21.00

3

CITY BOTANIC GARDENS, ALBERT STREET, CITY EAST



Site availability and features

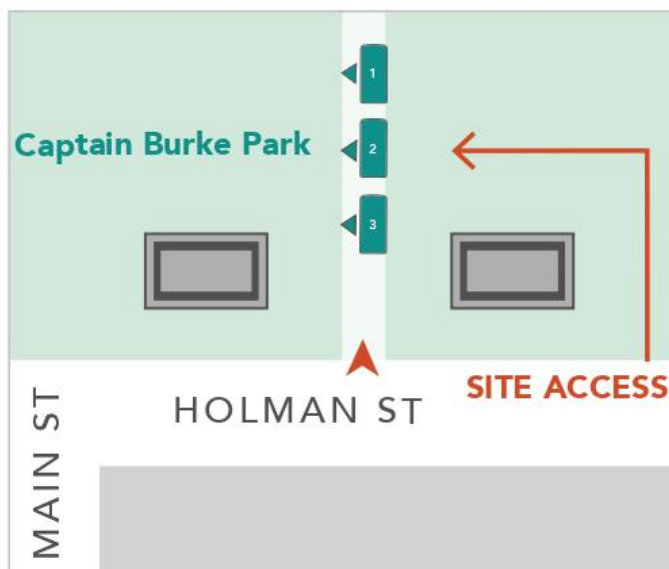
Monday-Saturday

☀ 11.30-16.00



4

CAPTAIN BURKE PARK, HOLMAN STREET, KANGAROO POINT



Site availability and features

Saturday

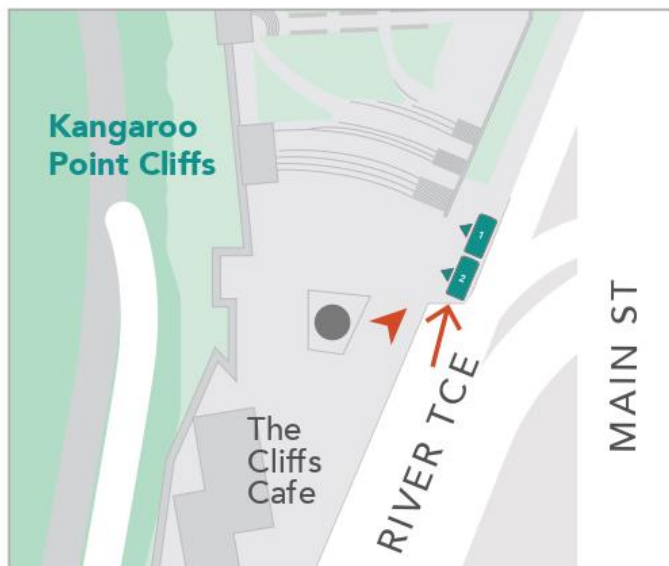
☀ 11.30-14.30

Sunday

☀ 11.30-14.30



5 RIVER TERRACE, KANGAROO POINT CLIFFS



Site availability and features

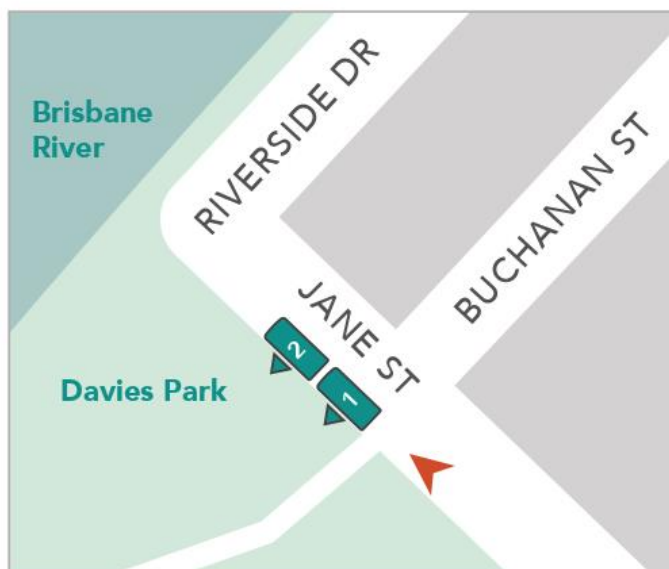
Monday-Sunday

17.00-20.00

Note: Furniture not permitted at this site.



6 JANE STREET AT DAVIES PARK, WEST END



Site availability and features

Sunday

11.30-14.30



7

ORLEIGH PARK AT HILL END TERRACE, WEST END



Site availability and features

Saturday

☀ 11.30-14.30

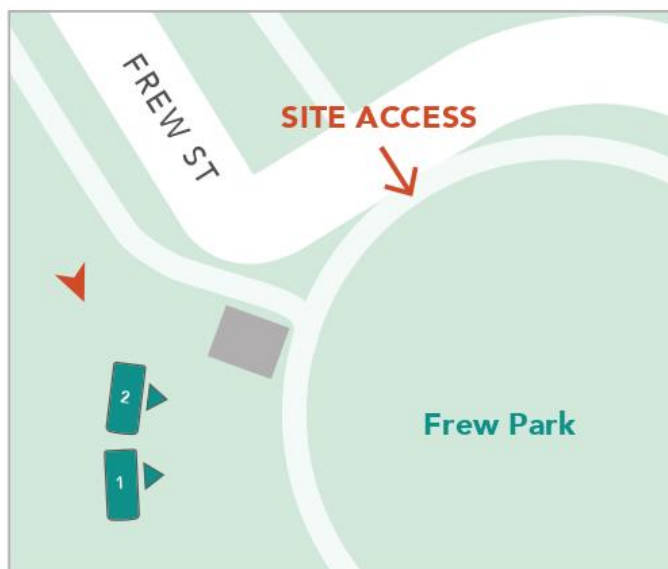
Sunday

☀ 11.30-14.30



8

FREW PARK, MILTON



Site availability and features

Saturday

☀ 11.30-14.30

☾ 15.00-18.00

Sunday

☀ 11.30-14.30

☾ 15.00-18.00



9

SIR SAMUEL GRIFFITH DRIVE, MOUNT COOT-THA



Site availability and features

Saturday

☀ 11.30-14.30

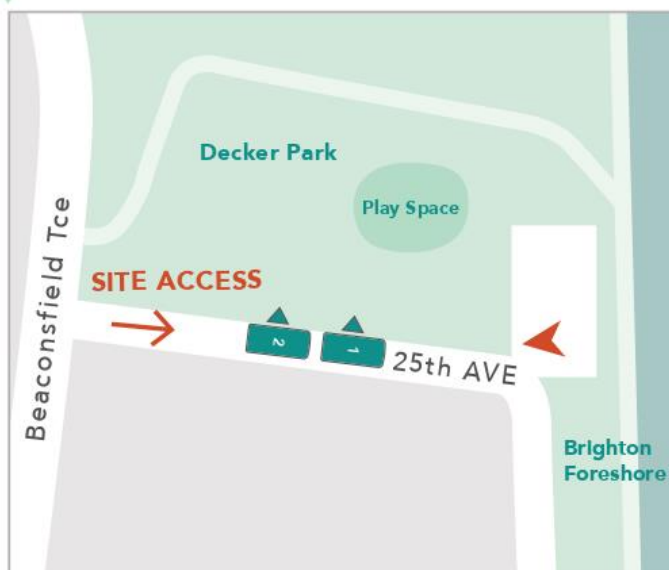
Sunday

☀ 11.30-14.30



10

DECKER PARK, TWENTY-FIFTH AVENUE, BRIGHTON



Site availability and features

Saturday

☀ 11.30-14.30

Sunday

☀ 11.30-14.30



11

HIDDEN WORLD PLAYGROUND, ROGHAN ROAD, FITZGIBBON



Site availability and features

Saturday

☀ 11.30-14.30

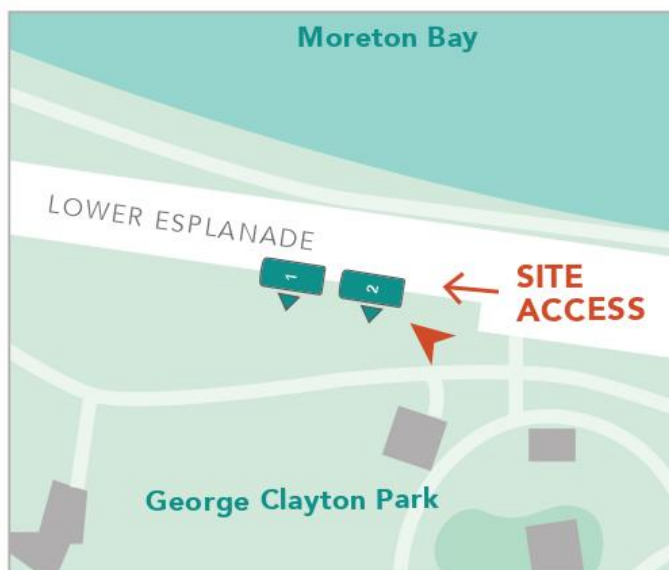
Sunday

☀ 11.30-14.30



12

GEORGE CLAYTON PARK, LOWER ESPLANADE, MANLY



Site availability and features

Saturday

☀ 12.00-16.00

Sunday

☀ 12.00-16.00



13

BIAMI YUMBA PARK, FIG TREE POCKET ROAD, FIG TREE POCKET



Site availability and features

Saturday

☀️ 10.00-14.30

Sunday

☀️ 10.00-14.30








To access the Brisbane Food Trucks website visit bnefoodtrucks.com.au

For further information contact Council's Business Hotline on 133 BNE (133 263), 24 hours a day, seven days a week.

Brisbane City Council
GPO Box 1434
Brisbane Qld 4001

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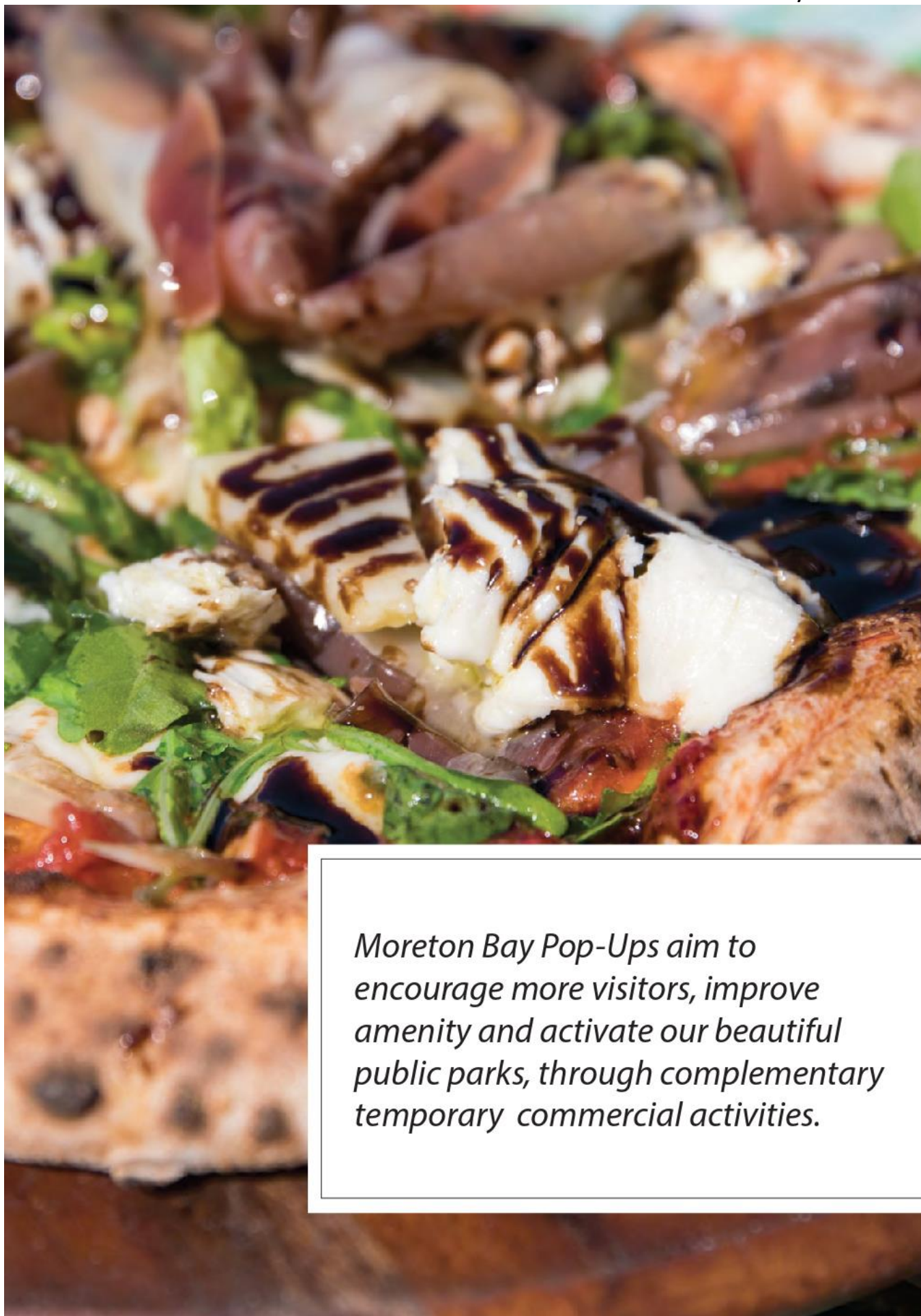
 brisbane.qld.gov.au
 3403 8888

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**Moreton Bay Pop-Ups Expression of Interest
Documentation** (updated 27/07/2020)

www.moretonbay.qld.gov.au/pop-ups



Moreton Bay Pop-Ups aim to encourage more visitors, improve amenity and activate our beautiful public parks, through complementary temporary commercial activities.

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Who should get involved?

This guide is for businesses who run Food Trucks and / or Commercial Activities which can "pop-up" temporarily in public spaces.

Food Trucks



Food Trucks:

- are vehicles propelled by a motor
- can prepare and sell food from a motor vehicle
- can sell other goods not considered food such as drinks (coffee and tea) and pre-packaged food

Examples of Food Trucks:

- Coffee van
- Ice-cream van
- Food Trucks selling take-away food
- Mobile snack trucks

Food Trucks do not include:

- Vehicles that deliver food for catering or home delivery purposes (eg. pizza delivery)

Park Activity Vendors



Park Activity Vendors:

- can be mobile activities that are suitable for public lands, that have a meeting point or base of operation
- can be water based at appropriate sites
- do not prepare food on site, but can sell pre-packaged food
- do not have amplified music
- can be approved to operate on a specific site (subject to conditions), for a nominated period, or can be temporarily booked



Examples of Park Activity Vendors:

- Bicycle rental
- Paddle Board hire
- Face Painting Stall
- Kite Seller Stall

Park Activity Vendors do not include:

- Marketing and promotional information stall
- Buskers

About Moreton Bay

Moreton Bay Regional Council is the third largest local government in Australia by population and is recognised as one of the strongest-growing economies in the country. It is one of Queensland's must-visit destinations thanks to the diversity of attractions, tourism operators and vibrant annual calendar of events.

In 2017, 3.6 million visitors made their way to Moreton Bay, a massive 47.5 per cent increase on visitor numbers in 2010.

Those visitors spent close to \$1 billion at local tourism operators, businesses and cafes, supporting more than 13,000 jobs.

About Moreton Bay Pop-Ups

This program allows your business to:

- be permitted to operate in a Moreton Bay Region public space
- access multiple booking locations throughout the region
- promote reliably where you will be "popping-up" temporarily

If your application is successful, Moreton Bay Regional Council will provide:

- permit to operate and sell goods on selected public lands
- a booking system where you can reserve a location and time
- promotion through our dedicated website, which will show where you have booked on our website - <http://moretonbay.qld.gov.au/pop-ups>
- affordable and competitive fees
- bookable sites that consider customer demand

Program History

This program was established through Activation Master Plans. The initial Redcliffe Foreshore Activation Master Plan was implemented through a 'Pilot Program' trial from May to September 2018. These trial sites have continued as part of this program.

Other sites regionally are currently being trialled as part of this program from October 2018 to September 2020. Activation Master Plans are being developed for these sites. More information can be found at <https://www.moretonbay.qld.gov.au/activation-master-plans>

Expression of Interest Timing

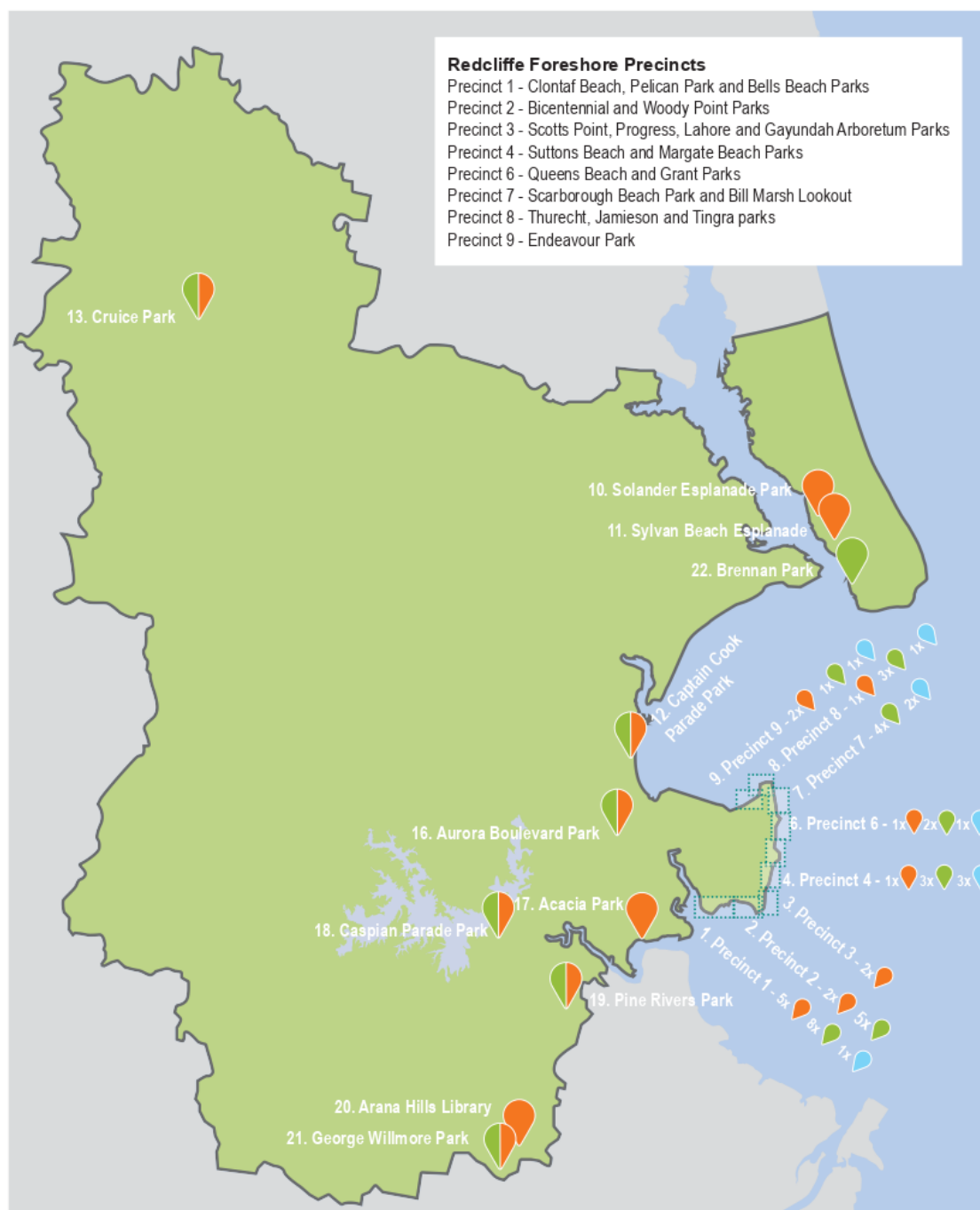
There is currently no closing date for this Expression of Interest

More sites may be introduced in future phases of the program. If you have a recommendation for additional sites contact us. (refer page 8)

Locations

Region Map

Once you have a permit to operate you will be able to book sites within these Moreton Bay parks. Refer Appendix 3 for detailed maps of each location.



Types of Sites

The program includes three types of sites.

Bookable Sites for Food Trucks



Locations where a *Mobile Food Vendor* can be permitted to operate. Refer to Appendix 3 Maps for specific details.

These sites can be booked temporarily for breakfast, lunch or dinner sessions (as per the site details on the Appendix 3 Maps), and are self-managed by the vendor.

Bookable/ Fixed Sites for Park Activity Vendors only



Locations where a *Park Activity Vendor* can be permitted to operate. Refer to Appendix 3 Maps for specific details.

These sites will be bookable or fixed and self-managed.

Operational hours and days will be nominated by each vendor.

Fixed Sites for Park Activity Vendors (Water Access) only



Locations where one *Fixed Park Activity Vendor (water-based only)* can be permitted to operate. Refer to Appendix 3 Maps for specific details.

These sites will be fixed and self-managed.

Operational hours and days will be nominated by each vendor.

How to apply?

Fill out the appropriate permit and provide the required supporting information.

Email it all to mbrc@moretonbay.qld.gov.au or lodge at one of our customer service counters (see p. 8).

Mobile Food Vendor Permits



Permits required as part of the Moreton Bay Pop-Ups:

- Sale of goods on council controlled land (refer Appendix 1)
- Mobile food business licence issued under the Food Act 2006 (<https://www.health.qld.gov.au/public-health/industry-environment/food-safety/licensing/licensable-businesses> & <https://www.health.qld.gov.au/public-health/industry-environment/food-safety/licensing/licensable-businesses>)

Park Activity Vendor Permits



Permits required as part of the Moreton Bay Pop-Ups Strategy:

- Sale of goods on council controlled land (refer Appendix 1); or
- Conduct a permitted business in a public place – Commercial Other (refer Appendix 2)
- State Marine Park Permit (only for any sites operating hire of goods on the water) (<https://www.qld.gov.au/environment/coasts-waterways/marine-parks/applying>)

Required Supporting Information

Both Food Trucks and Park Activity Vendors are required to provide the following information:

- a description of your business, or a business plan which includes:
 - Business name/trading name (applications from trust, partnership or incorporated associations will not be accepted)
 - ABN/ACN
 - Names and details of management and personnel
 - Description of products/services
 - Equipment required to operate business i.e. vehicle, marquee, stall, fitness equipment etc.
 - Size required for operation
 - Images / photos of the proposed activity
 - Details of signage (if applicable)
 - Existing operations, qualifications and experience
 - Risks and contingency plans
- Evidence of other relevant Local, State and Federal licence/registration requirements (e.g. vehicle registration/CTP insurance, Blue Card, relevant qualifications).
- Demonstrate you can provide a Certificate of Currency Public Liability Insurance (minimum \$20million) with Moreton Bay Regional Council Listed as an interested party
- Written confirmation that you are happy to have your contact details shared with other vendors to form "partnerships"
- Logo and website details so that your bookings can be displayed on the website
- Payment of \$180 application fee at time of lodgement or by credit card once contacted by Council

Conditions

A list of standard conditions that apply to all permits is outlined below. Non-standard conditions will also apply based on the activity and specific site location.

Location

- Vendors must comply with the conditions outlined on individual site plans (Appendix 3).
- Vendors must operate within the indicative site location shown on the site plans (Appendix 3).
- Vendors can only operate on a site if they have received confirmation from Council that their site booking has been accepted.
- Vendors agree to accept cancellation of their site booking or permit as required by Council and waive the right to make any claim whatsoever for loss or damage as a result.
- Vendors agree to accept cancellation of their site booking in the event Council closes parklands due to inclement weather conditions.

Existing Businesses

- Approved vendors must not negatively impact on the operations of existing fixed businesses or other approved vendors participating in the program.

Operating Hours

- All vendors must operate within the specific trading hours as nominated on the individual sites plans in Appendix 3.

Safety

- All vendors must operate and comply with existing road rules and parking restrictions.
- Site constraints limit the size of vehicles. Vendors must ensure their vehicle / food truck does not restrict car park operation/ turning capability.
- All vehicle movements are minimised. When manoeuvring on Council controlled land (Parks), a vehicle is to be supported by a spotter (employee of the vendor).
- Vendors must not obstruct the use of pedestrian/vehicle/cycle paths, stairways, ramps or the like.
- Vendors must not restrict access to any parking metre, fire and emergency infrastructure or the like.
- All structures and equipment used by the vendor must be free standing. Where operating in parklands nails/pegs or similar objects are prohibited (weight bag or similar can be used).
- All vendors must operate safely and in compliance with all relevant licences/ certification/qualifications as prescribed by relevant legislation at Local, State and Federal levels of government.

Services

- Vendors are self-sufficient and provide their own on-board power and water.
- Vendors must ensure all equipment, power cords and the like are protected and comply with workplace health and safety requirements.

Equipment/Furniture

- Use of temporary equipment must not obstruct the use of pedestrian/vehicle/cycle paths, stairways, ramps or the like.
- All temporary equipment is to be removed from the site at the completion of service (unless otherwise approved by Council).

Advertising

- All advertising signage is regulated by Local Law requirements. All advertising devices other than those conditioned, require a separate approval from Moreton Bay Regional Council.
- Council will cancel/disqualify the license if it considers business advertising is inappropriate.
- Third Party advertising is prohibited.

Prohibited Sales/Goods

- Sale of alcohol is prohibited.
- Sale of dangerous goods, knives, drug paraphernalia, counterfeit goods is prohibited.
- Sale of products requiring age restrictions is prohibited.

Refuse Management

- Vendors are responsible for all waste/ material generated during the trade period and must ensure the site is clean during and at the completion of service.
- Waste must be removed from site and disposed of lawfully and not placed in parks, street bins, or bins of nearby residents or businesses.
- Discharge of liquid waste to the ground, storm water drain, beach is prohibited.
- Goods cannot be served in glassware, crockery or glass bottles. All goods should be served/sold in recyclable containers.

Noise / Amenity

- Vendors must comply with the Environmental Protection Act 1994.
- Vendors must ensure noise associated with the use including the operation of mechanical equipment does not create a nuisance.
- Generators and the like are regulated as per operating hours specified on the site plan and the Environmental Protection Act 1994 standards.

Insurances/Licensing/Certification/ Other

- Council reserves the right to cancel permits at any time during the pilot program.
- All relevant insurances are in place.
- Permit must be displayed at all times.
- No trade is permitted on Christmas Day, Good Friday and Anzac Day.
- Vehicle / sale device must be kept clean and in a good state of repair and working order, ensuring road worthiness/public safety.
- Appropriate risk management procedures must be in place.

Penalties

- Failure to operate in accordance with the site plan and the conditions of a permit may result in permit cancellation.
- To ensure site availability to all vendors, failure to operate at the nominated/booked time may result in permit cancellation.

Contact Us

Email: mbrc@moretonbay.qld.gov.au
Phone: (07) 3205 0555
Monday to Friday, 8.30am - 5.00pm

Caboolture

2 Hasking Street, Caboolture (Access from Town Square)
Open: Monday to Friday, 8.30am - 5.00pm

Redcliffe

Irene Street, Redcliffe
Open: Monday to Friday, 8.30am - 5.00pm

Strathpine

220 Gympie Road, Strathpine (Access from Hall Street)
Open: Monday to Friday, 8.30am - 5.00pm

Appendix 1 - Permit - Sale of goods on council controlled land application

Permit required for Food Trucks



Permit required for Park Activity Vendors





Sale of goods on council controlled land application



Postal Address
PO Box 159
Caboolture QLD 4510

Customer Response Department
Ph: 07 3205 0555

Internet
www.moretonbay.qld.gov.au
mbrc@moretonbay.qld.gov.au

Fees listed are applicable 1 July 2020 – 30 June 2021

ABN: 92 967 232 136

Applicant details:

- ☐ If applicant is an individual - complete Section A ☐ If applicant is a company - complete Section B
☐ If application is an Incorporated Association - complete Section B

Section A - Individual application

☐ Mr ☐ Mrs ☐ Ms ☐ Miss

First name: Surname:

Address (not a PO Box):

ABN (if applicable):

Postal address:

Email address:

Home number: Mobile phone: Work phone:

Note: Contact numbers which you provide may be used to update council's records.

Section B - Company or Incorporated Association application

Legal name:

ABN: ACN:

Email address:

Address (not a PO Box):

Companies - registered address
Incorporated associations - nominated address
as registered with ASIC

Postal address:

Contact person details: ☐ Mr ☐ Mrs ☐ Ms ☐ Miss

Contact person name:

Business number: Mobile phone: Work phone:

Note: Contact numbers which you provide may be used to update council's records.

Email address:

Location information:

Location where goods to be sold:

Type of goods to be sold:

- **Food truck vendors to provide a copy of menu**
- **Activity vendors to provide a detailed list of goods to be sold. Note: Activity vendors are prohibited from selling food and drinks. Goods to be sold must contribute to the recreational use of the park, refer to the application guide.**

Day/s of operation:

Vehicle details (Food truck only): (A copy of the registration certificate and photographs **must** be provided with this application)

Vehicle details: (If applicable) (A copy of the registration certificate and photographs **must** be provided with this application)

Vehicle make/model: Vehicle type:

Vehicle weight/length: Registration number:

Item 16.1 / Attachment 2.

Stall details: (Activity vendor only) A detailed diagram of the stall set up **must** be provided with this application

Details of equipment that will be set up for the sale of goods on council controlled areas (e.g. gazebo, umbrella).

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Supporting information required to be submitted with this application:

- ☐ Application fee of \$180.00 (Moreton Bay Pop-Ups, Public Lands Activation Strategy and Redcliffe Foreshore Master Plan pilot trial program only)
- ☐ Evidence of public liability insurance policy to the value of \$20,000,000 with Moreton Bay Regional Council listed as an interested party and the policy must indicate that it has "Australia-Wide" coverage.
- ☐ Copy of completed indemnity form (page 3 of the application form).
- ☐ Food Truck Operators; Copy of registration details and photographs of vehicle
- ☐ Food Truck Operators; Copy of the licence required under the Food Act 2006 for the storing, handling, serving or supplying of the food for sale plan/s identifying the area/s where the temporary business site is to be established;
- ☐ Food Truck Operators; Copy of menu showing food and drink offerings;
- ☐ Activity Vendor; A detailed diagram of the stall set up and plan/s identifying the area/s where the temporary business site is to be established
- ☐ Other relevant Local, State and Federal licence/registrations/approval requirements. (e.g. Blue Card, Marine Park Permit applicable to your proposed operation etc.)

Customer summary:

I acknowledge the information provided in this application is, to my knowledge not false or misleading.

Signature:

 Date:

Office use only

CSO: _____ Licence number (LC: HE/SSTALL): _____

Receipt number: _____ Amount: _____ Date: _____

Privacy statement

Moreton Bay Regional Council is collecting your personal information for the purpose of assessing your application for sale of goods on local government controlled areas and roads.

Payment options:

In person – Present this form at any of the Moreton Bay Regional Council Customer Service Centres:

Caboolture: 2 Hasking Street, Caboolture | **Strathpine:** 220 Gympie Road, Strathpine | **Redcliffe:** Irene Street, Redcliffe

By mail – Please make all cheques/money orders payable to Moreton Bay Regional Council.

Indemnity – for approvals granted under a Moreton Bay Regional Council Local Law:

This form must be completed and submitted with your application.

In consideration of Moreton Bay Regional Council ("council"), giving approval for:

(Name of activity to which the approval relates) ("the Activity")

At;

(Address/area where the activity is to be undertaken)

I/We;

(Applicant)

1. Agree to indemnify council and keep it indemnified against any claim, demand, action, suit or proceeding that may be made or brought against council, its employees, contractors and elected members for personal injury to or death of any person or loss of or damage to any property caused by, arising out of or as a consequence of the Activity;

2. Acknowledge that council has not made any claim, statement or inference with regard to the suitability of the facility or land for the Activity and I/we have satisfied my/ourselves in this regard.

Name of applicant:

Signature: Date:

Name of applicant:

Signature: Date:

Privacy statement

Moreton Bay Regional Council is collecting the personal information contained within this indemnity for the purpose of indemnifying council for approvals granted under a Moreton Bay Regional Council Local Law.

Item 16.1 / Attachment 2.

All approvals will be subject to the following conditions:

1. The approval holder must maintain a public liability insurance policy to the value of \$20,000,000 together with an indemnity in the local government's favour executed by the applicant.
2. If the approval holder or their employee or their agent damages the road, or any public infrastructure within the road or on a local government controlled area, it must –
 - (a) take immediate steps to make the area safe and maintain the area in a safe condition until all necessary repairs are effected; and
 - (b) report all damage to the local government; and
 - (c) provide payment to the local government to have all damage rectified or with the local government's prior approval carry out repairs at its own expense to the satisfaction of the local government.
3. The approval holder must keep the temporary business site in a clean and tidy condition.
4. The approval holder must only operate the activity within the operating dates and times specified on the approval.
5. The approval holder must only operate the activity at the approved location specified on the approval.
6. All temporary business sites other than those identified in the Redcliffe Foreshore Master Plan and Activation Strategy or other Master Plan strategies, the temporary business site must not be established within 500 metres of existing –
 - a. commercial premises, a shopping centre or another roadside vending stall selling the same or similar goods; or
 - b. a school; or
 - c. a public swimming or recreational facility or ground where sport is played and the same or similar goods are sold at that facility; or
 - d. a place where a fete or market is operating unless the temporary business stall is part of the fete or market.
7. The approval holder must ensure that a minimum 2 metre unobstructed pedestrian walkway is maintained adjacent to the temporary business site.
8. The approval holder must ensure that the location of the temporary business site does not require pedestrians to move out from under an awning situated over the footpath.
9. The approval holder must ensure that the temporary business site does not obstruct access to property.
10. The approval holder must not interfere with the movement or line of sight of vehicular or pedestrian traffic.
11. All goods, equipment, materials and rubbish must be removed from the temporary business site each day at the close of business.
12. The approval holder must not cause or permit any amplified music or other noise associated with the operation of the operator's temporary business site to be emitted so as to be a nuisance, and any such music or other noise is a nuisance if at any time, the adjusted average noise level emitted from the temporary business site exceeds 60db(A), measured at any affected place (see *Environmental Protection (Noise) Policy, 2008*).
13. Flammable liquids, poisons or other dangerous goods must not be displayed or stored in, or on, a temporary business site.
14. Any umbrella approved to be used with a stall or stand must have a minimum clearance above the footpath of 2.2 metres measured perpendicular from the lowest point of the extended arms (spokes) of the umbrella. Umbrellas are to be securely anchored, and must be removed in times of high wind or as directed by an authorised person.

Item 16.1 / Attachment 2.

15. Approved signage for the temporary business site must be contained wholly within the site, and the placement of signage must not obstruct pedestrians or other traffic.
16. If the approval holder abandons the temporary business site or the approval is cancelled, the approval holder must take immediate steps to remove any vehicle or structure associated with the business, and reinstate the site to a condition which satisfies the local government.
17. The approval holder (mobile food vendors only) must hold a current booking for the site at all times when the temporary business site is operated. Bookings may be made via Council's online bookings portal.
18. The approval holder must comply with any requirements or specific conditions for the use of the site specified on the approved site plan contained in the *Application Guide For Pilot Program*.

Appendix 2 - Permit - Conduct a permitted business in a public place application - Commercial Other

Permit required for Park Activity Vendors





**Conduct a permitted business in a
public place application –
Commercial other**



Postal address
PO Box 159
Caboolture QLD 4510

Customer Response Department
Ph: 07 3205 0555

Internet
www.moretonbay.qld.gov.au
mbrc@moretonbay.qld.gov.au

Fees listed are applicable 1 July 2020 – 30 June 2021

ABN: 92 967 232 136

Applicant details:

- ☐ If applicant is an individual - complete Section A ☐ If applicant is a company - complete Section B
☐ If application is an Incorporated Association - complete Section B

Section A - Individual application

☐ Mr ☐ Mrs ☐ Ms ☐ Miss

First name: Surname:

Address (not a PO Box):

ABN (if applicable):

Postal address:

Email address:

Home number: Mobile phone: Work phone:

Note: Contact numbers which you provide may be used to update council's records.

Section B - Company or Incorporated Association application

Legal name:

ABN: ACN:

Email address:

Address (not a PO Box):
Companies - registered address
Incorporated associations - nominated address
as registered with ASIC

Postal address:

Contact person details: ☐ Mr ☐ Mrs ☐ Ms ☐ Miss

Contact person name:

Business number: Mobile phone: Work phone:

Note: Contact numbers which you provide may be used to update council's records.

Email address:

Location details for proposed permitted business:

Location of permitted business
(Refer to application guide for site name):

Operating details for proposed permitted business:

Type of business services proposed:

Type of equipment (e.g. canoe/bikes) to be kept on council controlled areas.

Are these items removed at the end of each day?

☐ Yes

☐ No

Demonstrate there is a local community need for the permitted business which is not being satisfied in the local area. (The proposed permitted business must contribute to the recreational use of the parkland and users)

Explain how the permitted business will not impact on existing local businesses and general community use of the council controlled area.

Proposed operating dates/days and times:

Dates/days	Times
<i>Example: Monday</i>	<i>Example: 6.30am – 7.30am</i>

Other requirements:

Please provide:

- ☐ Evidence of public liability insurance policy to the value of \$20,000,000 with Moreton Bay Regional Council listed as an interested party and the policy must indicate that it has "Australia-Wide" coverage.
- ☐ Copy of completed indemnity form (page 3 of the application form).
- ☐ A map of the Council controlled area, detailing the section to be used for the activity, including dimensions.
- ☐ Application fee: \$180.00 (Please note the application fee also includes the licence fee until 30/09/2021).
- ☐ Activity Vendor; A detailed diagram of the stall set up and plan/s identifying the area/s where the permitted business site is to be established
- ☐ Other relevant Local, State and Federal licence/registrations/approval requirements. (e.g. Blue Card, Marine Park Permit applicable to your proposed operation etc.)
- ☐ Risk management plans or relevant safety management plans associated with the proposed permitted business if applicable

Item 16.1 / Attachment 2.

Indemnity:

Name:

(hereafter called "the applicant") indemnifies the Moreton Bay Regional Council from and against any claim, demand, action, suit or proceedings that may be made or brought by any person, company or body corporate against MORETON BAY REGIONAL COUNCIL (hereafter called "the council"), the council's Chief Executive Officer or any servants or agents of the council in respect of personal injuries to or death of any person whomsoever or loss of or damage to any property whatsoever arising out of or as a consequence of access approval to the council park reserve land for any purpose and also from any costs and expenses that may be incurred in connection with any claim, demand, action, suit or proceeding and the applicant HEREBY RELEASES AND DISCHARGES the council, the council's Chief Executive Officer, and the servants and agents of council from any such claim, demand, action, suit or proceedings which, but for the provisions hereof, might be brought against or made upon the council, the council's Chief Executive Officer, and the servants and agents of council AND this indemnity may be pleaded in bar to any such claim, demand, action, suit or proceeding which may be brought against the council, the council's Chief Executive Officer, and the servants and agents of council.

Customer Summary:

I, the applicant, declare that the above information is correct in all respects at the time of lodgement of this application with council. Should any of the details given relating to this application be changed in the future, I shall notify council in writing prior to any such change being implemented.

I further acknowledge and agree that council at no time makes any claim statement or inference to the suitability or otherwise of the proposed facility or land for our use or intended use. At all times I will prior to use of the facility inspect and establish the suitability or otherwise of the park, facility, access points and vegetation on the lands or approaches to the facility to ensure our proposed activities can be carried out safely.

A licence fee applies to all commercial activity conducted on council owned land. The amount will be advised on assessment of your application.

Name:

Signature:

Date:

Office use only

CSO: _____ License number (LC: PBPP): _____

Receipt number: _____ Amount: _____ Date: _____

Privacy statement

Moreton Bay Regional Council is collecting your personal information for the purpose of assessing your application to conduct a permitted business in a public place.

Payment options:

In person – Present this form at any of the Moreton Bay Regional Council Customer Service Centres:

Caboolture: 2 Hasking Street, Caboolture | **Strathpine:** 220 Gympie Road, Strathpine | **Redcliffe:** Irene Street, Redcliffe
By mail – PO Box 159, CABOOLTURE QLD 4510.

Please make all cheques/money orders payable to Moreton Bay Regional Council.

All approvals will be subject to the following conditions:

- (a) The approval holder must maintain a public liability insurance policy to the value of \$20,000,000 together with an indemnity in the local government's favour executed by the applicant; and
 - (i) Evidence of the currency of the public liability insurance policy must be submitted to the local government prior to carrying out the activity; and
- (b) The approval holder must indemnify and keep indemnified the local government against claims for personal injury (including death) and damage to property (including economic loss) arising by, through or in connection with the approval; and
- (c) If the approval holder or their employee or their agent damages the road, or any public infrastructure within the road or on a local government controlled area, it must –
 - (i) Take immediate steps to make the area safe and maintain the area in a safe condition until all necessary repairs are effected; and
 - (ii) Report all damage to the local government; and
 - (iii) Provide payment to the local government to have all damage rectified or with the local government's prior approval carry out repairs at its own expense to the satisfaction of the local government; and
- (d) If the approval holder abandons the temporary business site or the approval is cancelled, the approval holder must take immediate steps to reinstate the site to a condition which satisfies the local government; and
- (e) The approval holder must keep the temporary business site in a clean and tidy condition and must comply with notices from the local government to clean the site within the time specified within the notice; and
- (f) All goods, equipment, materials and rubbish must be removed from the temporary business site each day at the end of the approved time; and
- (g) Any noise associated with the operation of the operator's temporary business site that, in an Authorised Officer's opinion is a nuisance, is not permitted; and
- (h) Approved signage for the temporary business site must be contained wholly within the approved area, and the placement of signage must not obstruct pedestrians or other traffic. Signage is limited to one (1) A-frame sign or similar and the area of the sign must not exceed 1.2m²; and
- (i) The approval holder must comply with the operating days, hours and dates of operation, and location of the temporary business site specified on the approval; and
 - (i) Must not obstruct access to property; and
 - (ii) Must not interfere with movement or line of sight of vehicular and pedestrian traffic; and
- (j) Goods stored or transported within local government controlled areas in accordance with the approval must be done so with regard to public safety; and
- (k) Council reserves the right to prevent access to Local Government Controlled Areas and Roads without notice for any reasonable reason. Compensation is not payable to any permit holder that may suffer loss as a result of such action by Council; and
- (l) The approval holder must comply with any other conditions that the local government considers necessary.

End of Conditions

All approvals will be subject to the following conditions:

- (a) The approval holder must maintain a public liability insurance policy to the value of \$20,000,000 together with an indemnity in the local government's favour executed by the applicant; and
 - (i) Evidence of the currency of the public liability insurance policy must be submitted to the local government prior to carrying out the activity; and
- (b) The approval holder must indemnify and keep indemnified the local government against claims for personal injury (including death) and damage to property (including economic loss) arising by, through or in connection with the approval; and
- (c) If the approval holder or their employee or their agent damages the road, or any public infrastructure within the road or on a local government controlled area, it must –
 - (i) Take immediate steps to make the area safe and maintain the area in a safe condition until all necessary repairs are effected; and
 - (ii) Report all damage to the local government; and
 - (iii) Provide payment to the local government to have all damage rectified or with the local government's prior approval carry out repairs at its own expense to the satisfaction of the local government; and
- (d) If the approval holder abandons the temporary business site or the approval is cancelled, the approval holder must take immediate steps to reinstate the site to a condition which satisfies the local government; and
- (e) The approval holder must keep the temporary business site in a clean and tidy condition and must comply with notices from the local government to clean the site within the time specified within the notice; and
- (f) All goods, equipment, materials and rubbish must be removed from the temporary business site each day at the end of the approved time; and
- (g) Any noise associated with the operation of the operator's temporary business site that, in an Authorised Officer's opinion is a nuisance, is not permitted; and
- (h) Approved signage for the temporary business site must be contained wholly within the approved area, and the placement of signage must not obstruct pedestrians or other traffic. Signage is limited to one (1) A-frame sign or similar and the area of the sign must not exceed 1.2m²; and
- (i) The approval holder must comply with the operating days, hours and dates of operation, and location of the temporary business site specified on the approval; and
 - (i) Must not obstruct access to property; and
 - (ii) Must not interfere with movement or line of sight of vehicular and pedestrian traffic; and
- (j) Goods stored or transported within local government controlled areas in accordance with the approval must be done so with regard to public safety; and
- (k) Council reserves the right to prevent access to Local Government Controlled Areas and Roads without notice for any reasonable reason. Compensation is not payable to any permit holder that may suffer loss as a result of such action by Council; and
- (l) The approval holder must comply with any other conditions that the local government considers necessary for the use of the site specified on the approved site plan contained in the *Application Guide For Pilot Program*.

End of Conditions

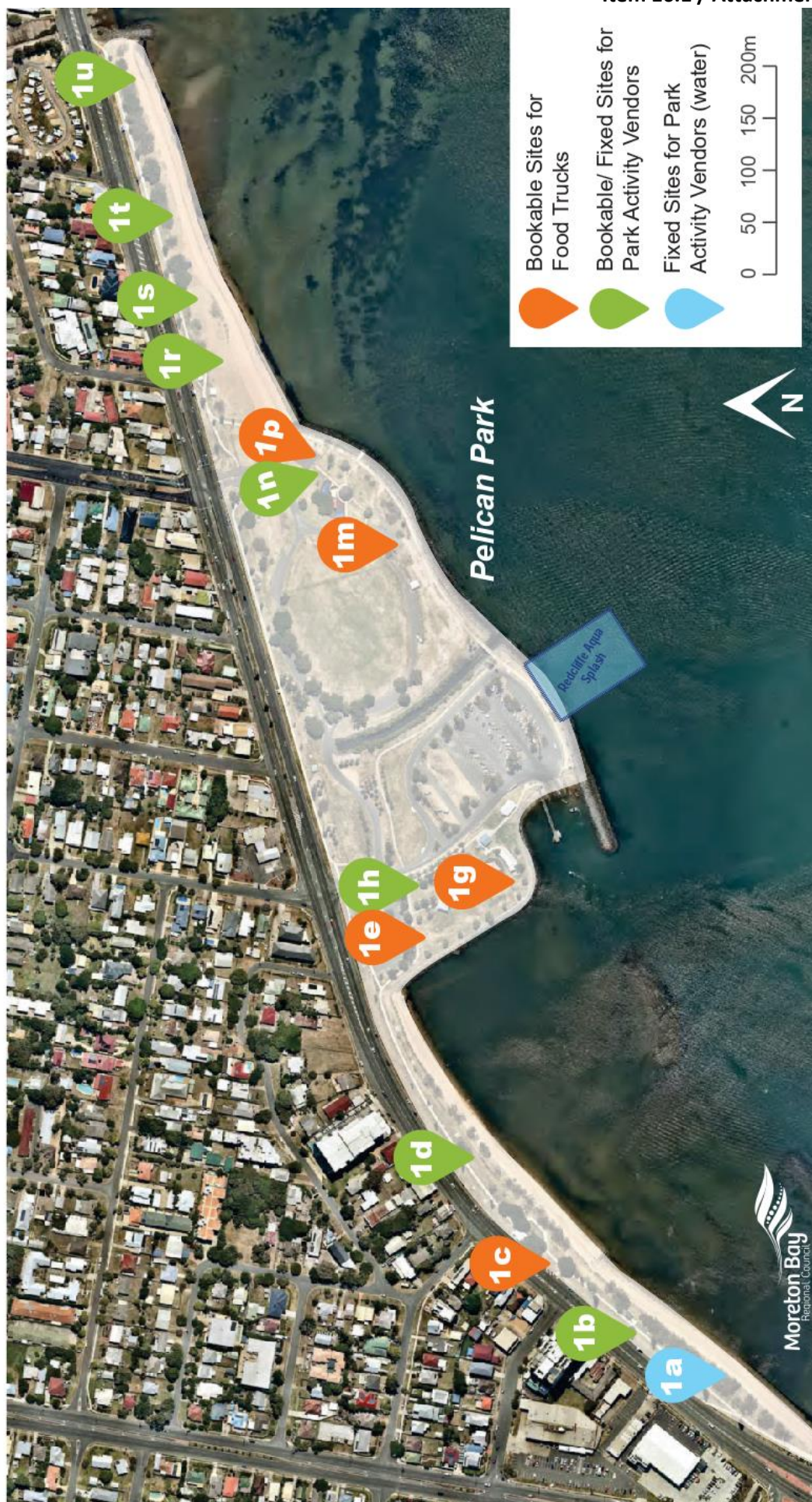
Appendix 3 - Pop-Up Program Sites

Pop-Up Program Trial Sites

Item 16.1 / Attachment 2.

PRECINCT 1

Clontarf Beach - Pelican - Bells Beach Parks





SITE TYPE
Fixed Site for Park Activity
Vendors (Water)

OPERATING HOURS
Weekends only
• 7am – 5pm

FOOD PERMITTED
• No

ACCESS
No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

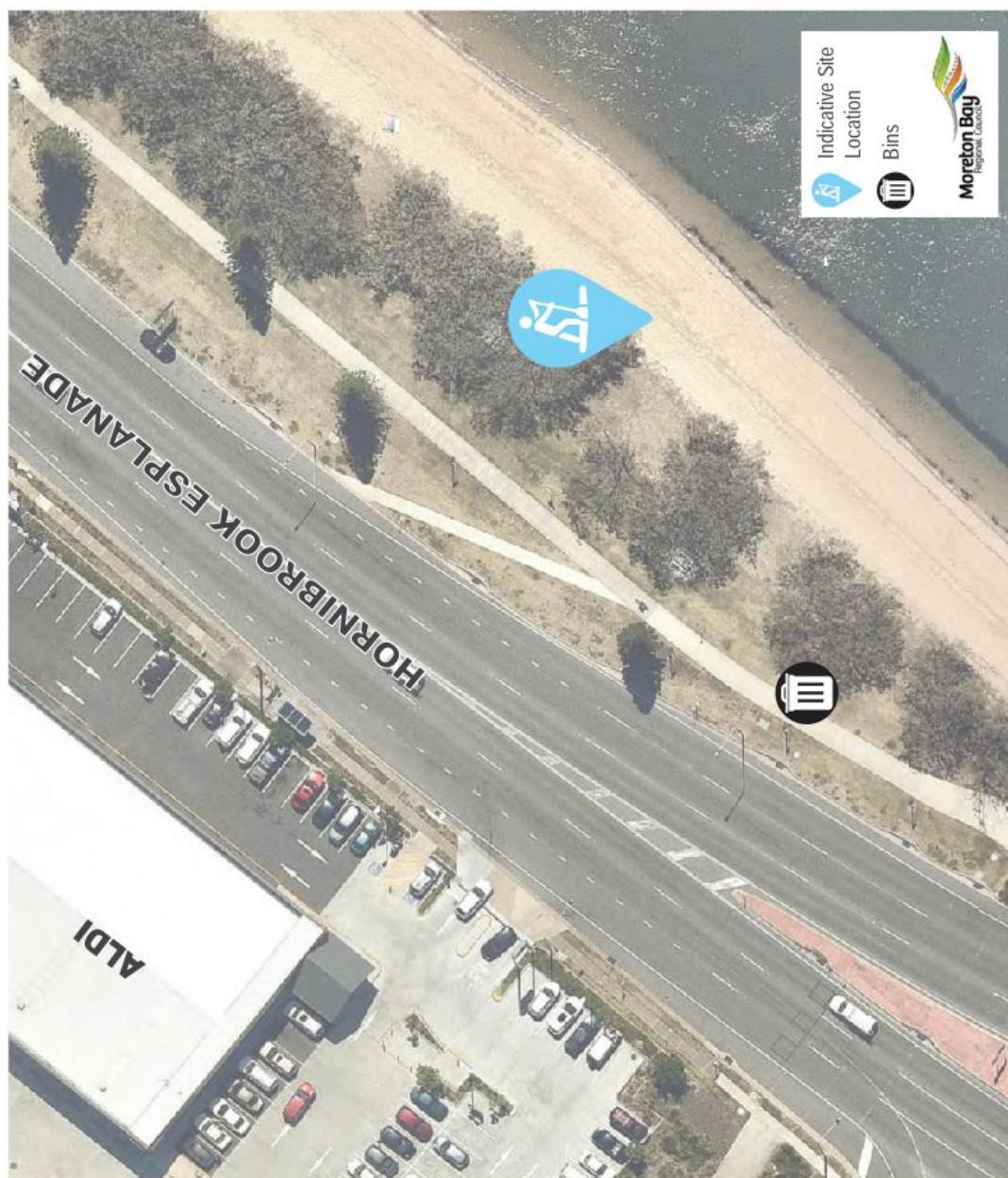
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)

CLONTARF BEACH PARK

Hornibrook Esplanade, Clontarf

1a



CLONTARF BEACH PARK

Hornibrook Esplanade, Clontarf

1b



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Weekends only
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

1c

CLONTARF BEACH PARK

Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

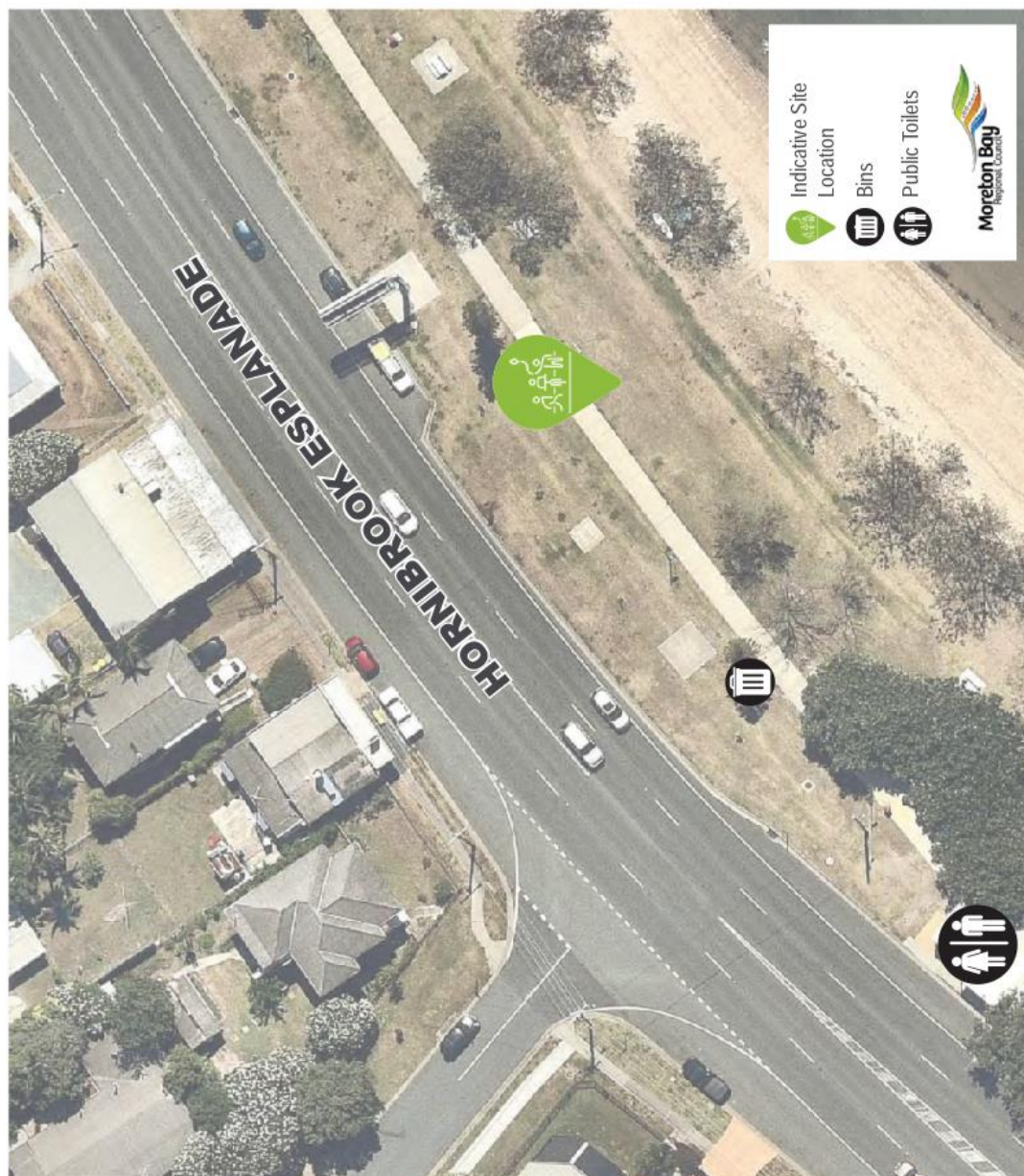
- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- No reversing permitted on Council parkland
- Access via driving over kerb
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

1d CLONTARF BEACH PARK Hornibrook Esplanade, Clontarf

1d



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Weekends only
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)



PELICAN PARK

Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- No reversing permitted on Council parkland
- Not available when Specialised category is booked
- Spotter required to drive in parkland
- Access via defined driveway

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- No reversing permitted on Council parkland
- Not available when Specialised category is booked
- Spotter required to drive in parkland
- Access via defined driveway

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

1g PELICAN PARK

Hornibrook Esplanade, Clontarf



1h

PELICAN PARK

Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

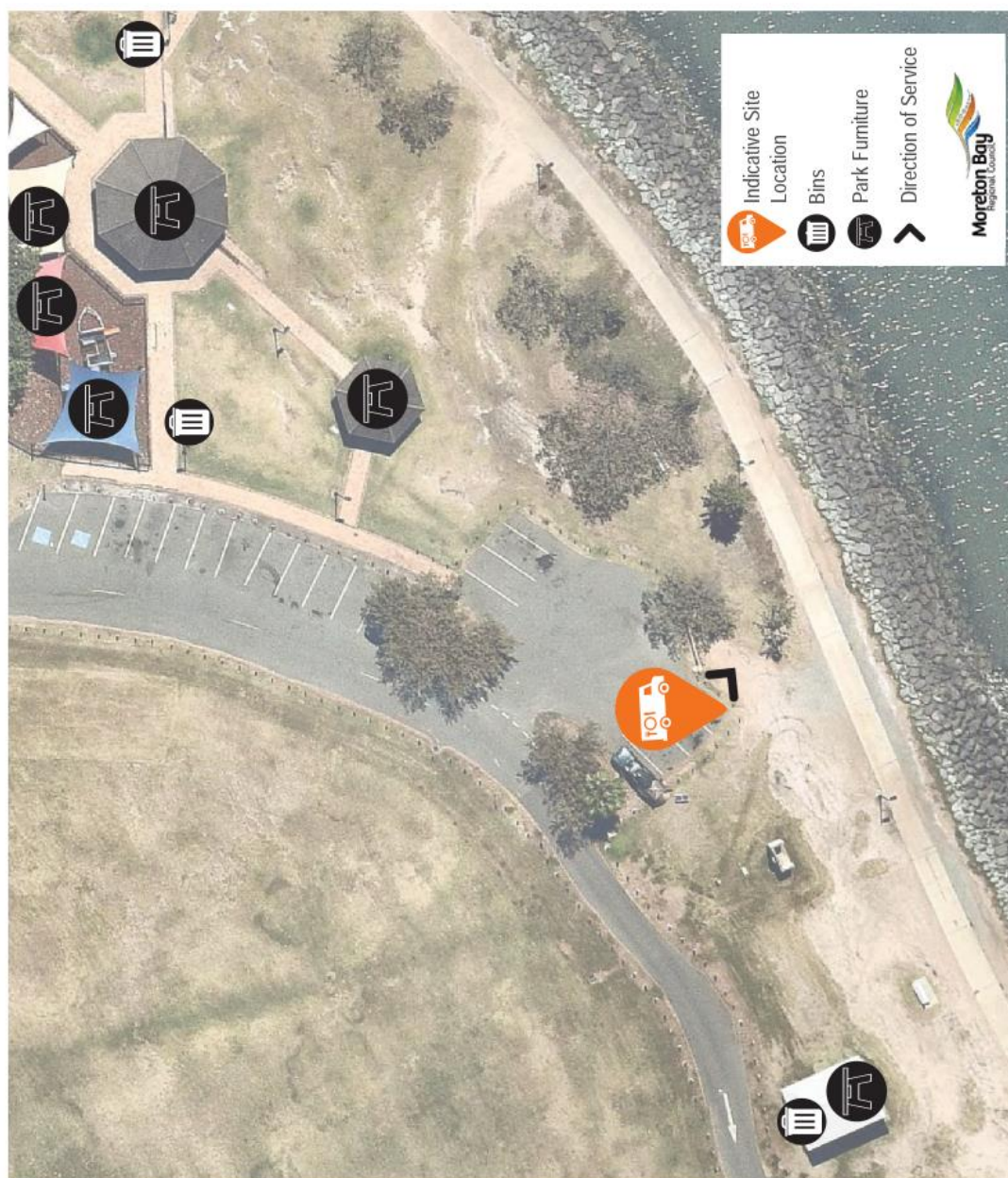
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)



PELICAN PARK

Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 6m and width of 2.5m (trailer can be parked within car park and towing vehicle parked elsewhere)
- Not available when specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

1n

PELICAN PARK Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

1p

PELICAN PARK

Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 6m and width of 2.5m (trailer can be parked within car park and towing vehicle parked elsewhere)
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

BELLS BEACH PARK

Hornibrook Esplanade, Clontarf

1r



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Weekends Only
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

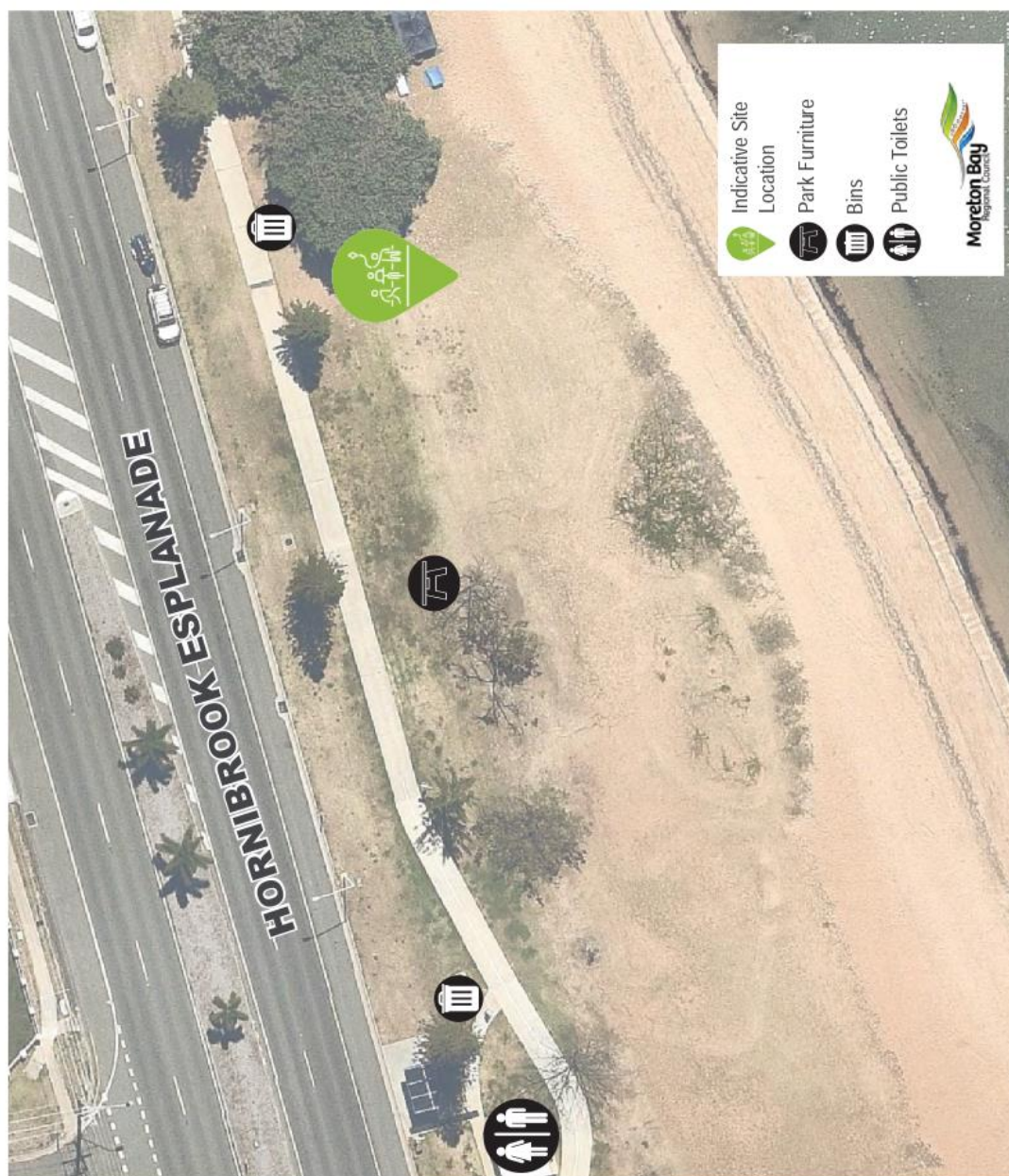
- All vehicles to be parked lawfully on the street
- Not available when Specialised or large category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

1s BELLS BEACH PARK

Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

1t

BELLS BEACH PARK

Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Weekends Only
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

1u

BELLS BEACH PARK

Hornibrook Esplanade, Clontarf



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

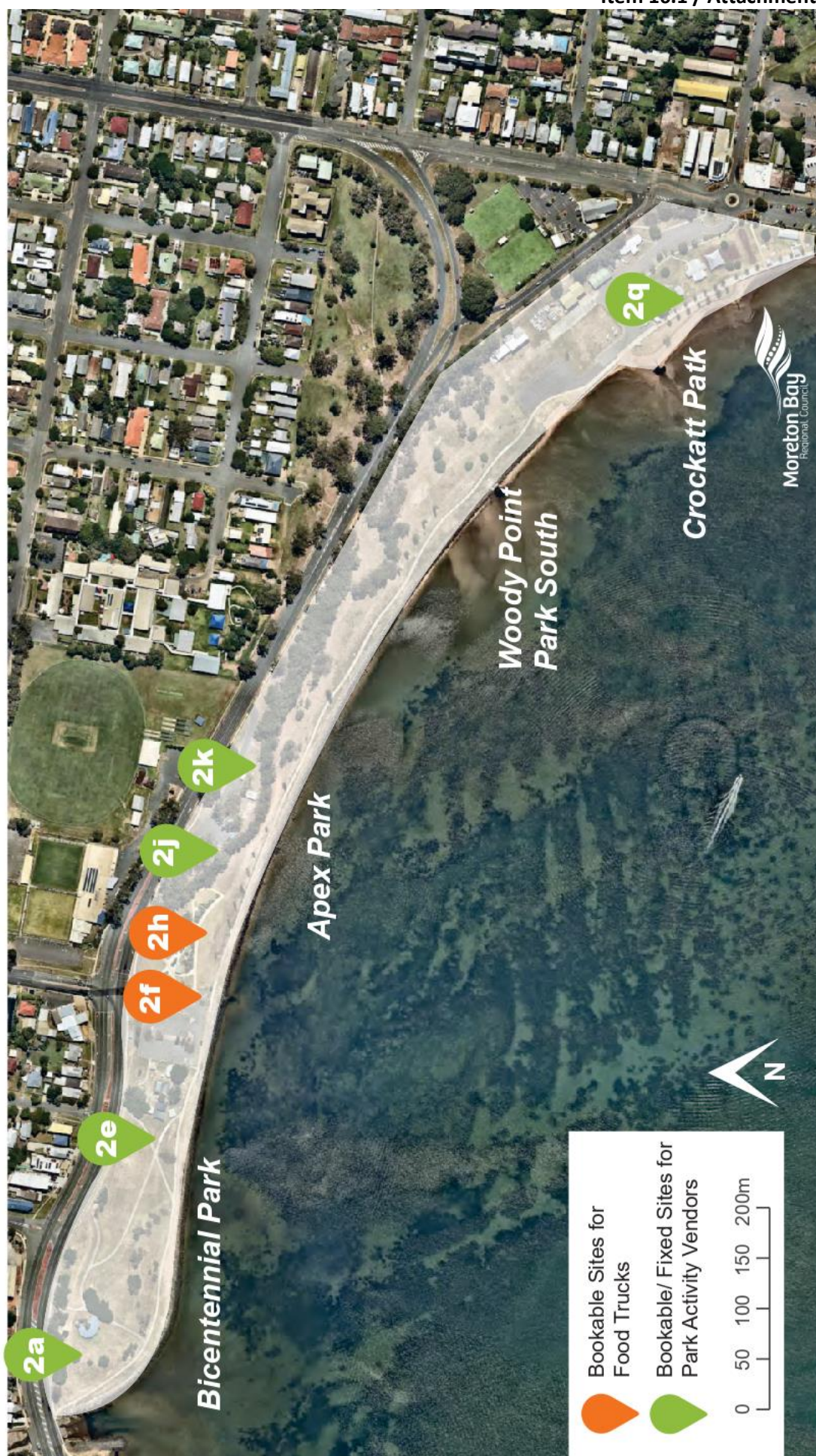
- All vehicles to be parked lawfully on the street
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

PRECINCT 2

Bicentennial - Woody Point Parks



BICENTENNIAL PARK

Hornibrook Esplanade, Woody Point

2a



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Weekends Only
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Large category is booked
- Site size restricted to an area of 5m x 5m

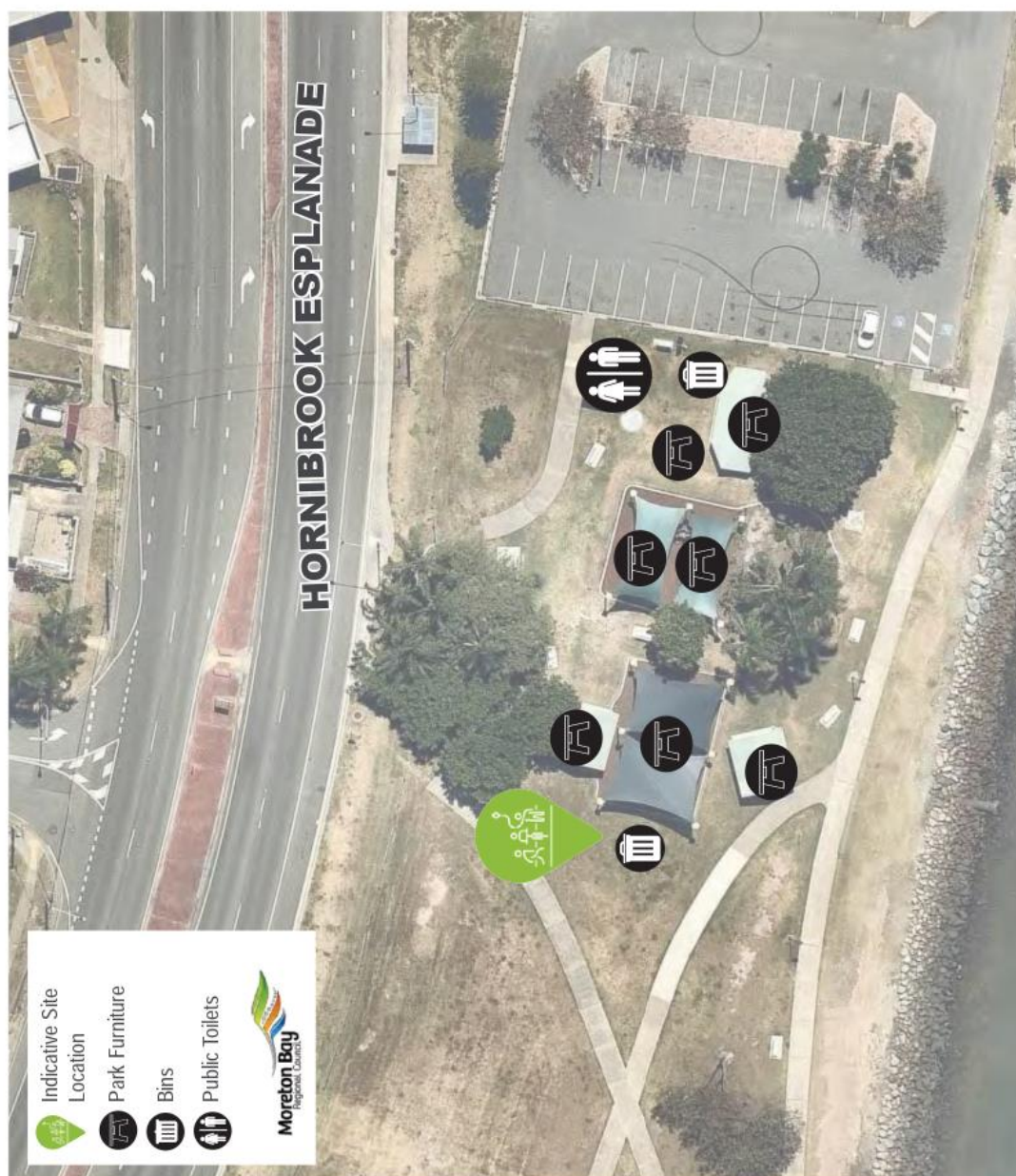
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

2e

BICENTENNIAL PARK

Hornibrook Esplanade, Woody Point



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Large category is booked
- Site size restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

2f BICENTENNIAL PARK

Hornibrook Esplanade, Woody Point



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Weekends Only

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 6m and width of 2.5m (trailer can be parked within car park with towing vehicle parked elsewhere)

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods



CROCKATT PARK

Hornibrook Esplanade, Woody Point



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- No reversing on permitted on Council Parkland
- Spotter required to drive in parkland
- Access via locked bollard

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

2j APEX PARK

Hornibrook Esplanade, Woody Point



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

2k APEX PARK

Hornibrook Esplanade, Woody Point



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Weekends Only
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

CROCKATT PARK

Oxley Avenue, Woody Point

2a



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Weekends Only
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

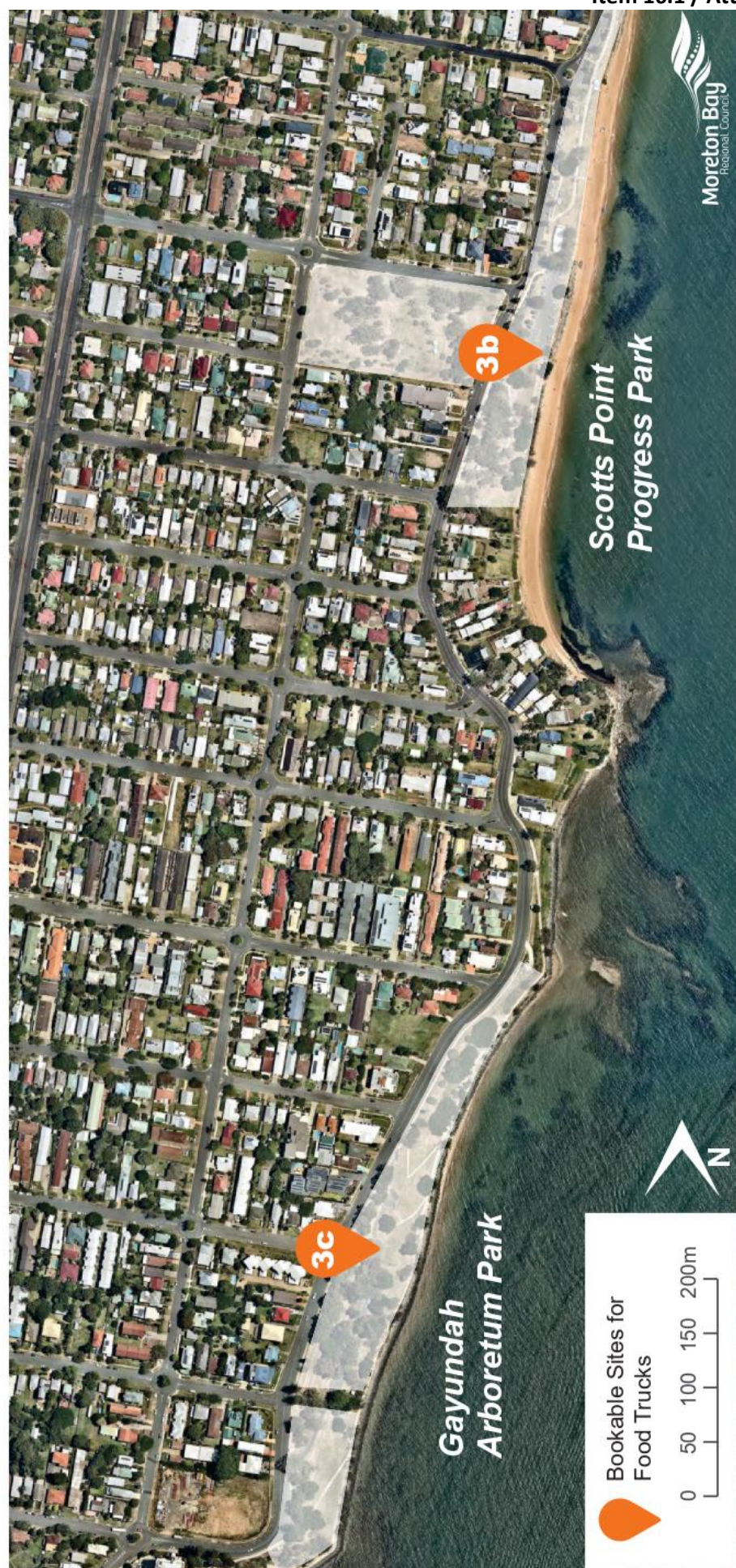
- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

PRECINCT 3

Scotts Point - Progress - Lahore - Gayundah Arboretum Parks



3b

SCOTTS POINT PROGRESS PARK

Whyteccliffe Parade, Woody Point



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 6m and width of 2.5m (trailer can be parked within car park and towing vehicle parked elsewhere)

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods



GAYUNDAH ARBORETUM PARK

Gayundah Esplanade, Woody Point



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

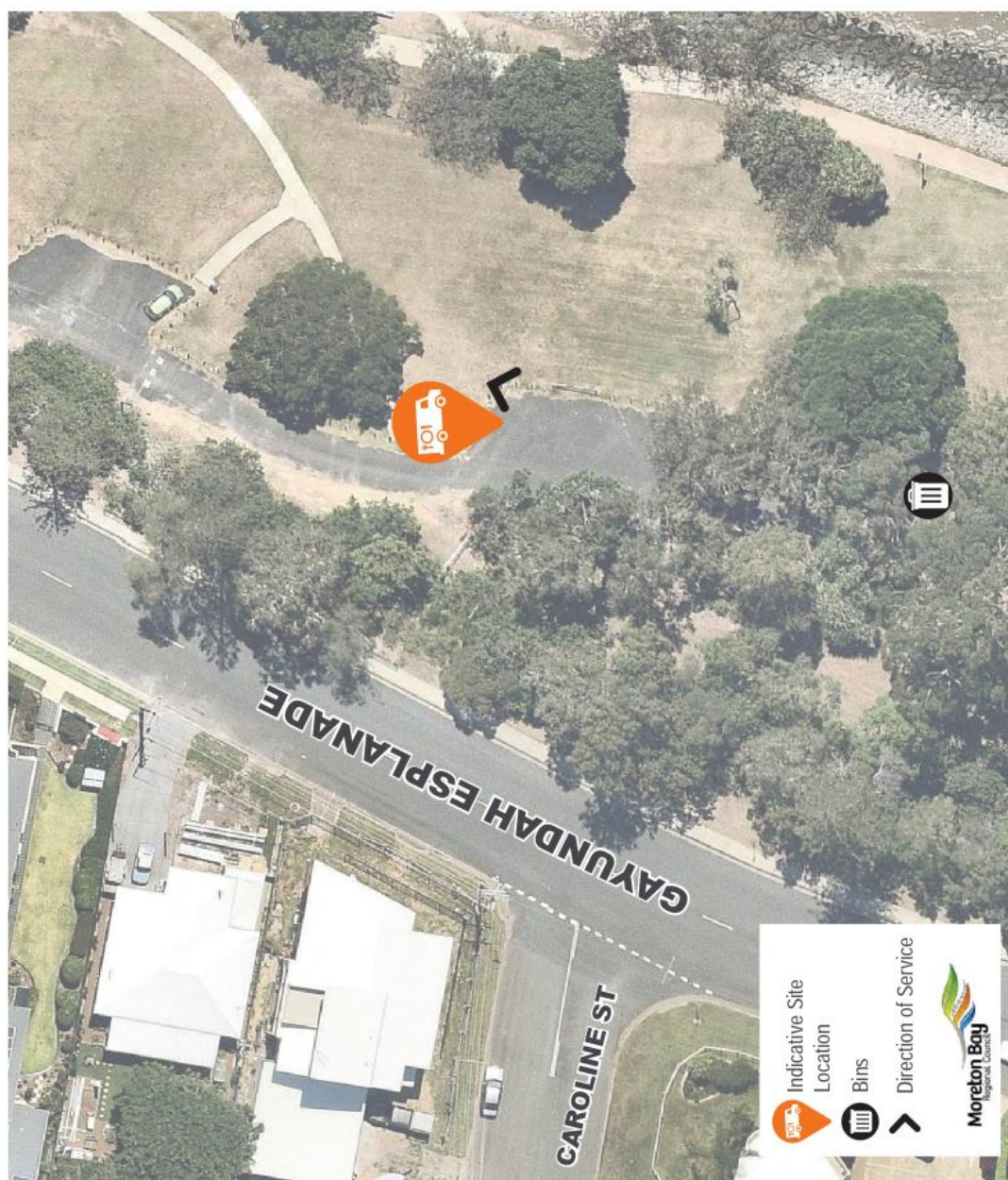
Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 6m and width of 2.5m (trailer can be parked within car park and towing vehicle parked elsewhere)

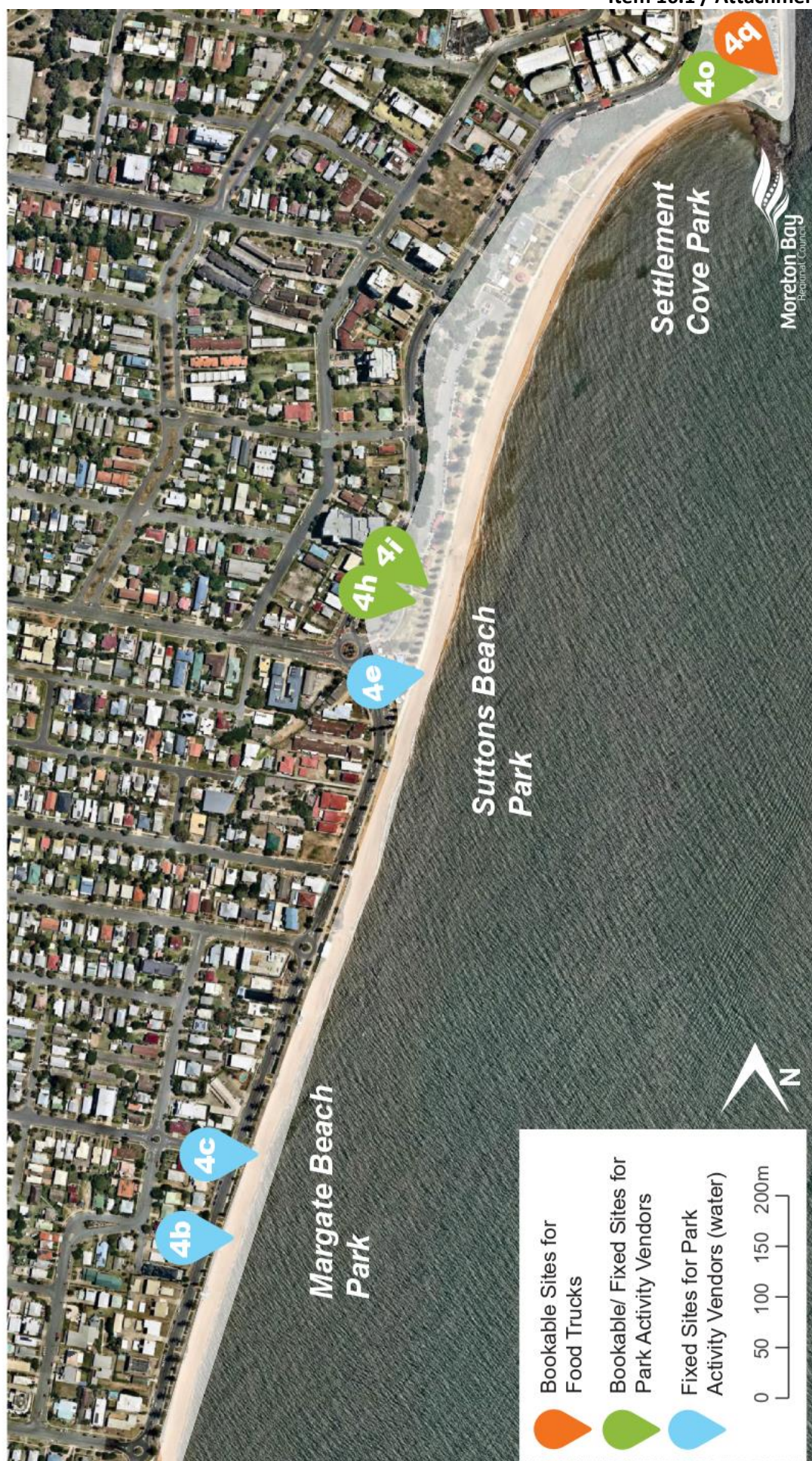
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods



PRECINCT 4

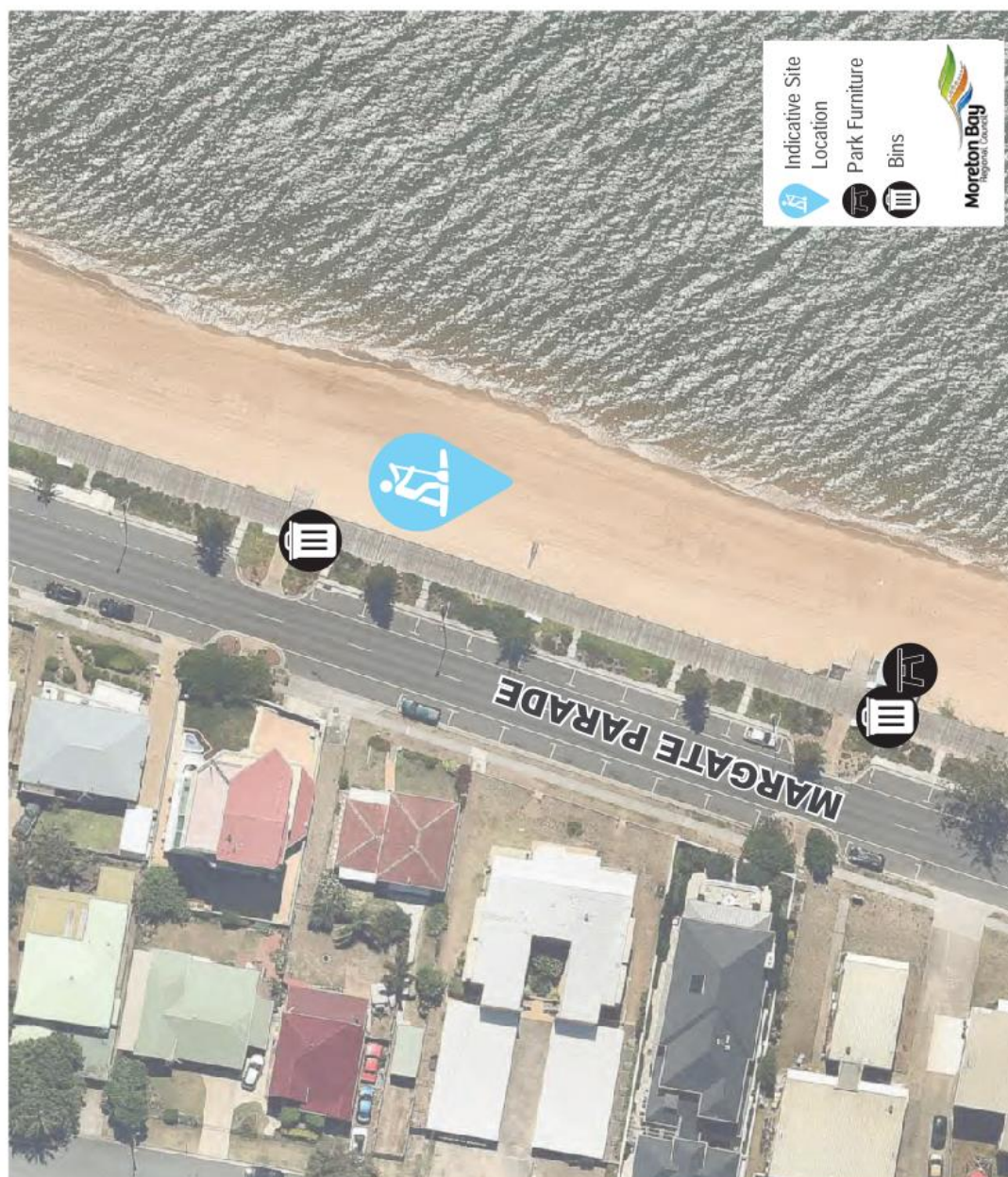
Suttons Beach - Margate Beach Parks



MARGATE BEACH PARK

Margate Parade, Margate

4b



SITE TYPE

Fixed Site for Park Activity
Vendors (Water)

OPERATING HOURS

Weekends only
• 7am – 5pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

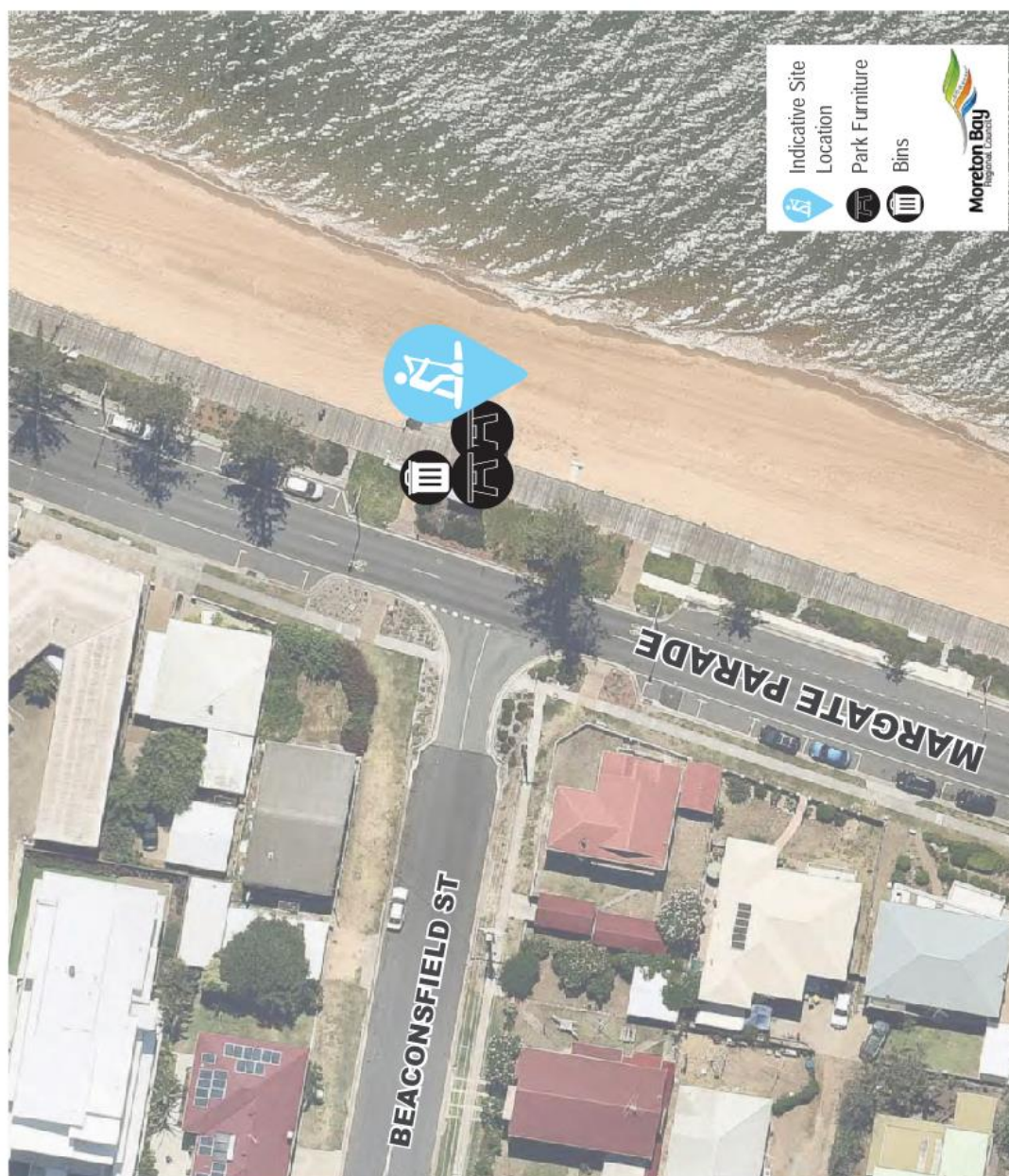
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)

4c

MARGATE BEACH PARK

Margate Parade, Margate



SITE TYPE

Fixed Site for Park Activity
Vendors (Water)

OPERATING HOURS

Weekends only
• 7am – 5pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

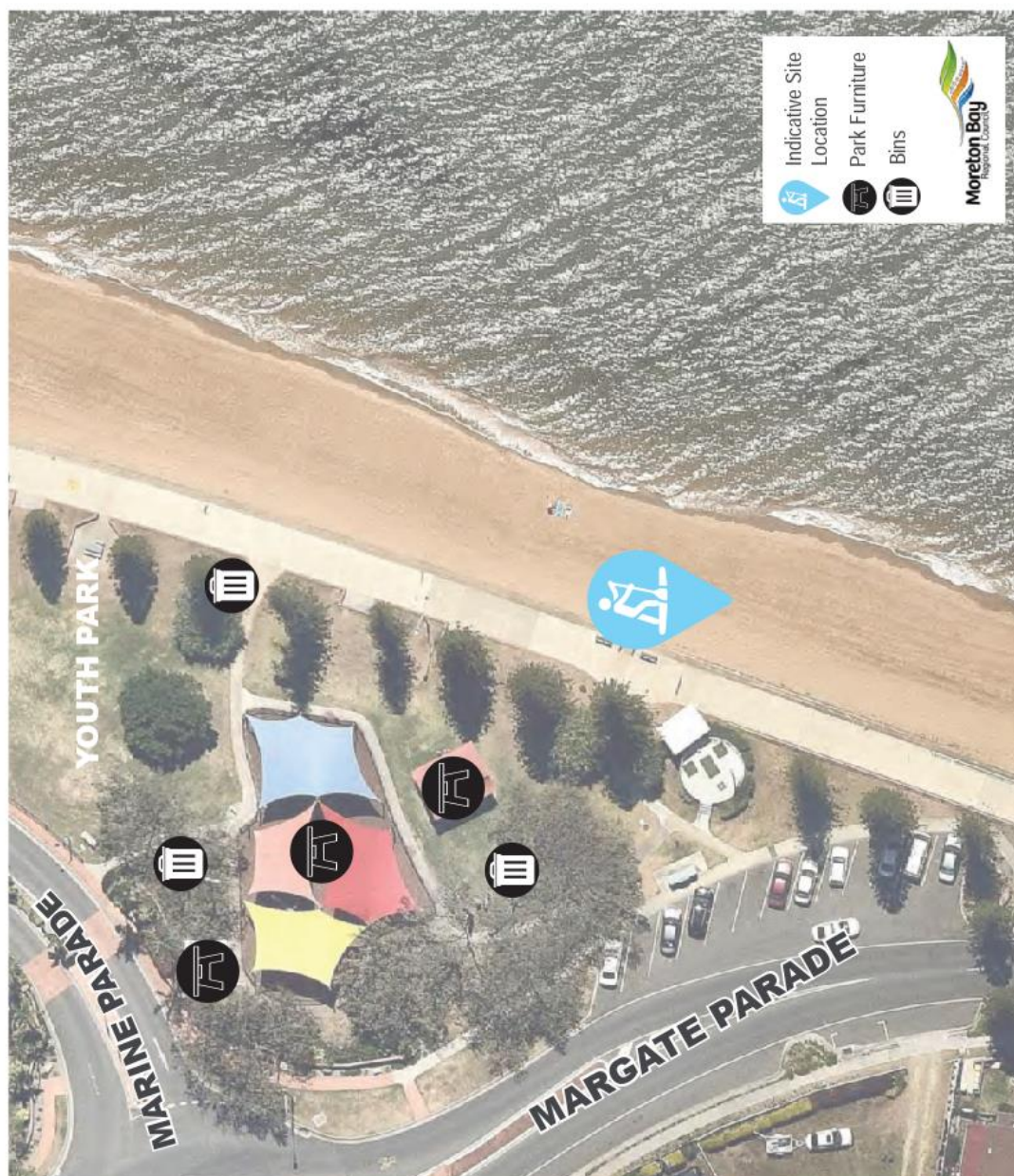
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)

4e

SUTTONS BEACH PARK

Marine Parade, Redcliffe



SITE TYPE

Fixed Site for Park Activity Vendors (Water)

OPERATING HOURS

Weekends only
• 7am – 5pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

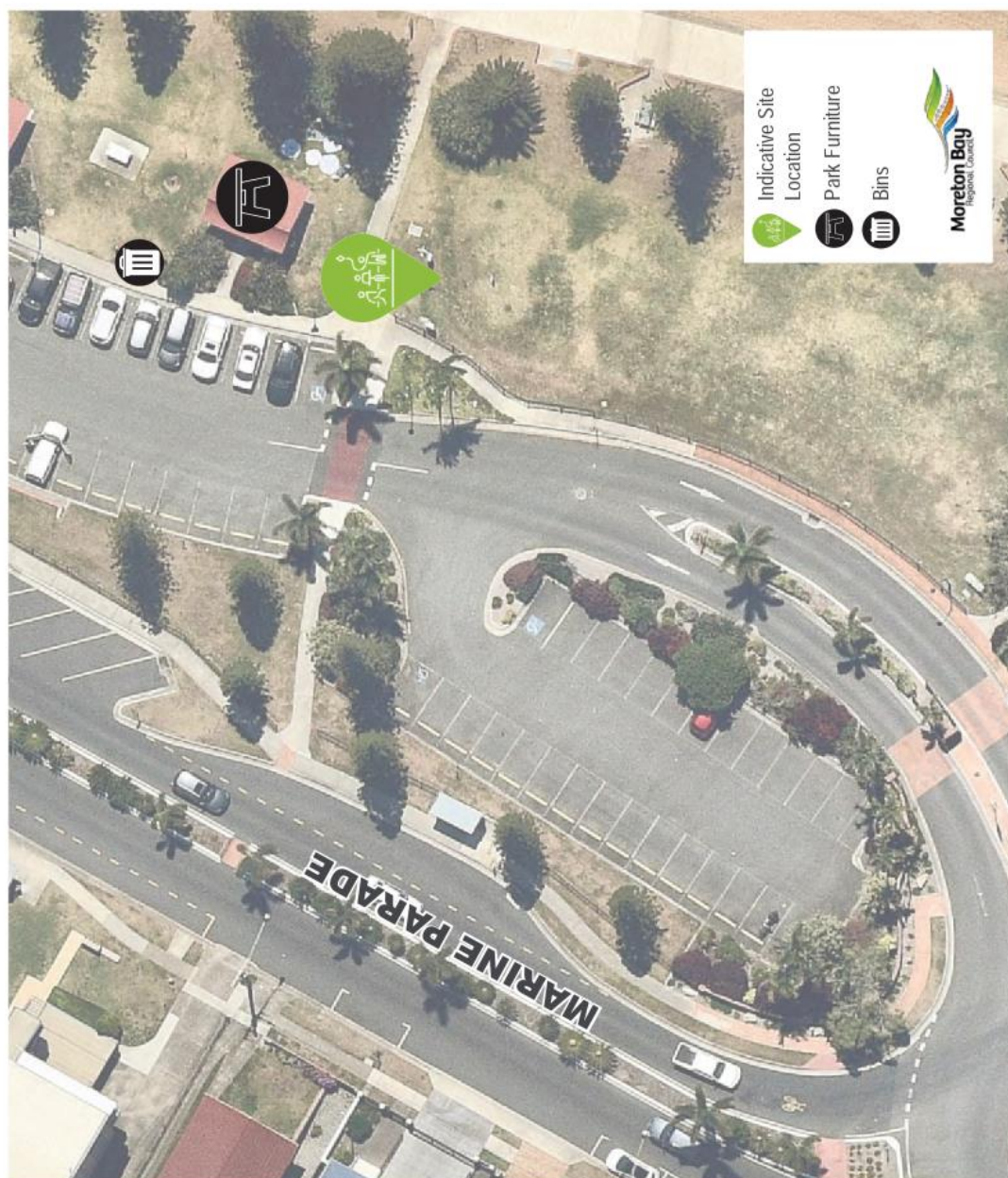
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)

SUTTONS BEACH PARK

Marine Parade, Redcliffe

4h



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Weekends Only
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

SUTTONS BEACH PARK

Marine Parade, Redcliffe

4i



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
(Monday to Friday Only)
• 6am - 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

SETTLEMENT COVE PARK Marine Parade, Redcliffe

40



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

- Weekends Only
- 6am – 8pm
 - No operation on Sunday mornings (6am-12pm) from September through to March

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted for set up

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street after set up
- Reversing permitted on Council parkland with the use of a spotter
- Spotter required to drive in parkland
- Access via defined driveway
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

4q

SETTLEMENT COVE PARK

Marine Parade, Redcliffe



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

(Monday to Friday Only)

- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- Reversing permitted on Council parkland with the use of a spotter
- Spotter required to drive in parkland
- Access via defined driveway

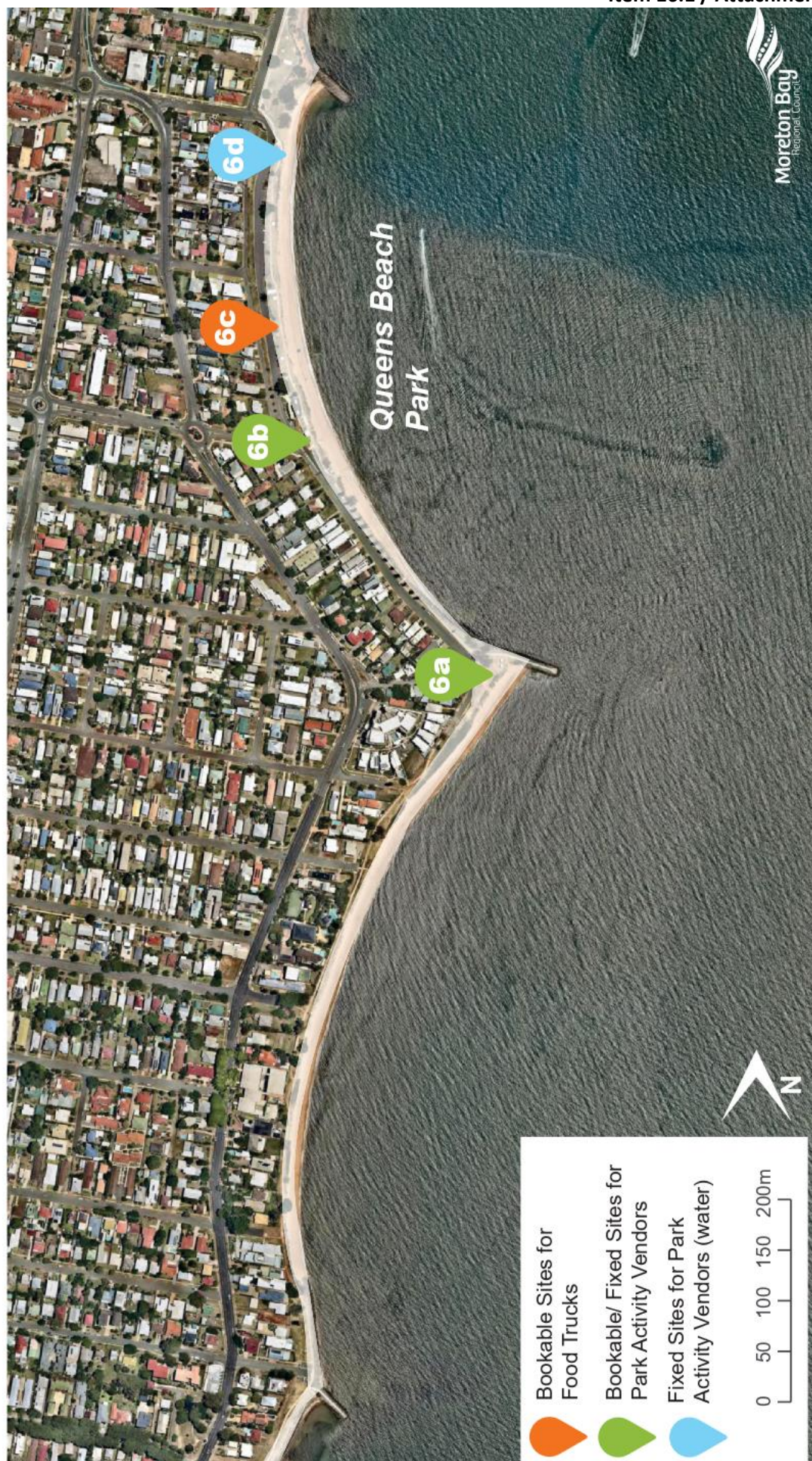
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods



PRECINCT 6

Queens Beach - Grant Parks



6a QUEENS BEACH PARK

Flinders Parade, Scarborough



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)



6b QUEENS BEACH PARK

Flinders Parade, Scarborough



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

• No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Preferred dog services for catalyst activation
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)



QUEENS BEACH PARK

Flinders Parade, Scarborough



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 6m and width of 2.5m (trailer can be parked within car park with towing vehicle parked elsewhere)

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

6d

QUEENS BEACH PARK

Flinders Parade, Scarborough



SITE TYPE

Fixed Site for Park Activity
Vendors (Water)

OPERATING HOURS

Daily Operator
• 7am – 5pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

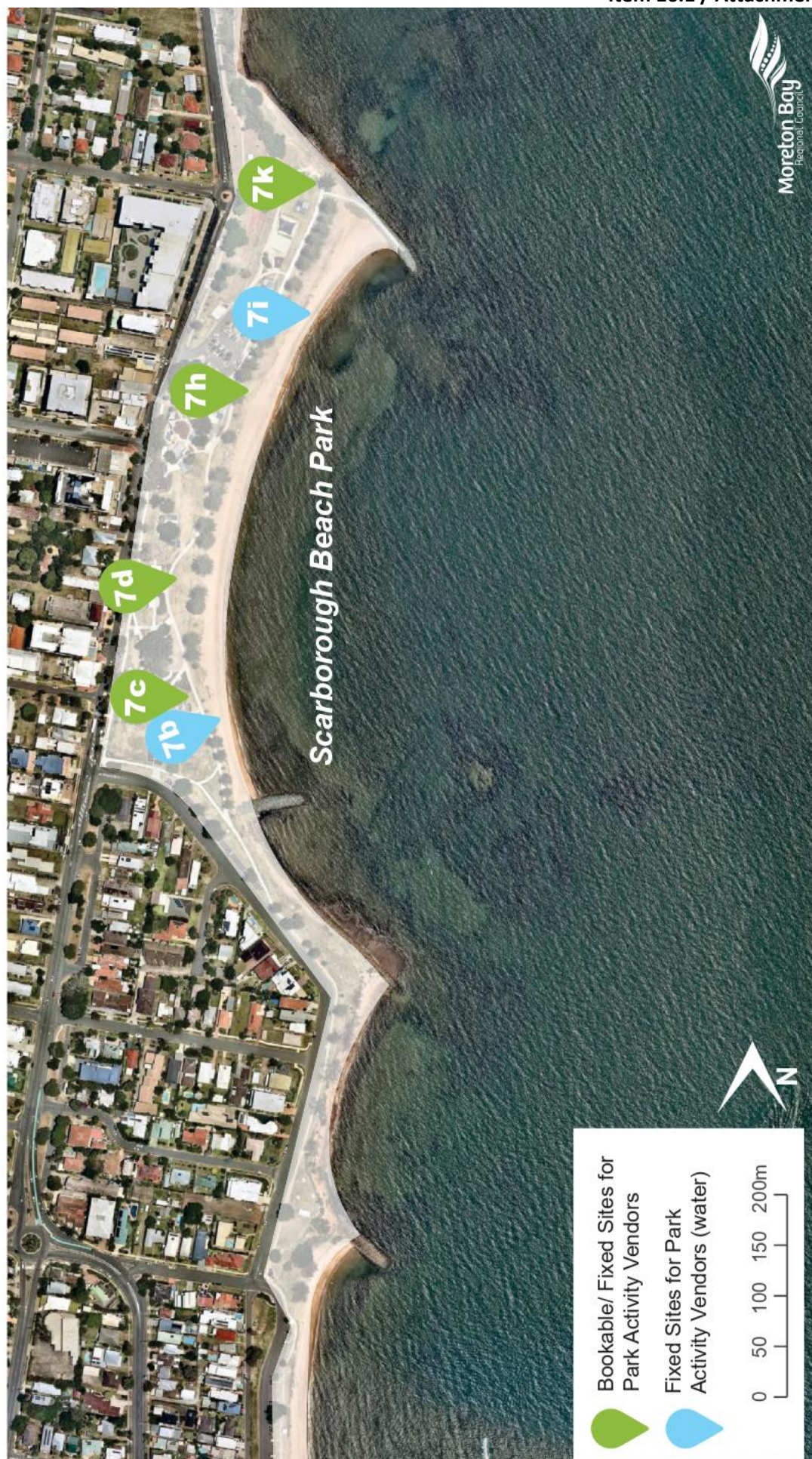
- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)

PRECINCT 7

Scarborough Beach Park - Bill Marsh Lookout



7b

SCARBOROUGH BEACH PARK

Kennedy Esplanade, Scarborough



SITE TYPE

Fixed Site for Park Activity
Vendors (Water)

OPERATING HOURS

- Weekends only
- 7am – 5pm

FOOD PERMITTED

- No

ACCESS

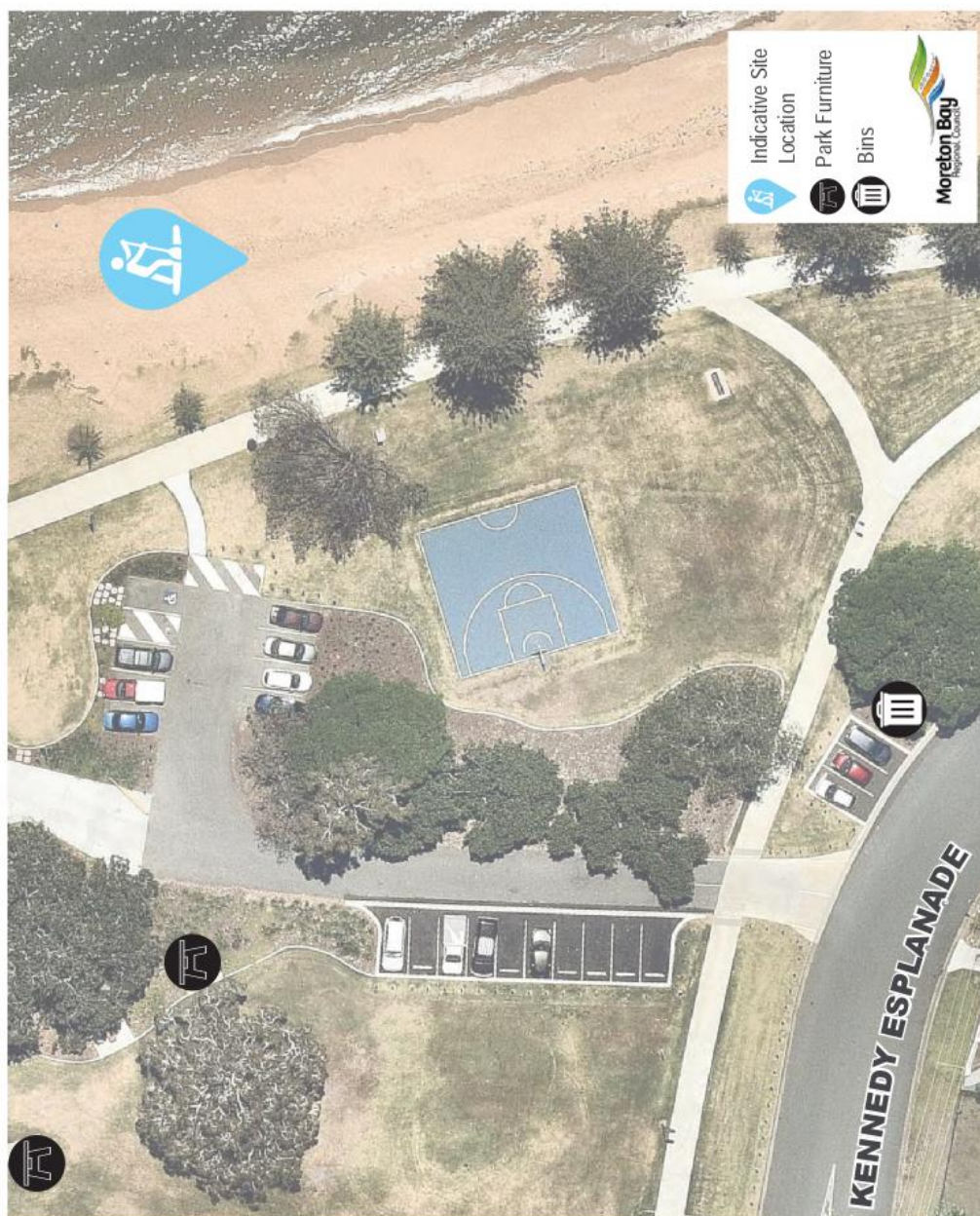
No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Large category permit is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)



7c

SCARBOROUGH BEACH PARK

Landsborough Avenue, Scarborough



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Large category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

SCARBOROUGH BEACH PARK

Landsborough Avenue, Scarborough

7d



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not permitted when Large category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

SCARBOROUGH BEACH PARK

Landsborough Avenue, Scarborough

7h



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Large category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)



SCARBOROUGH BEACH PARK

Landsborough Avenue, Scarborough



SITE TYPE

Fixed Site for Park Activity
Vendors (Water)

OPERATING HOURS

Daily Operator
• 7am – 5pm

FOOD PERMITTED

• No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available when Large category permit is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

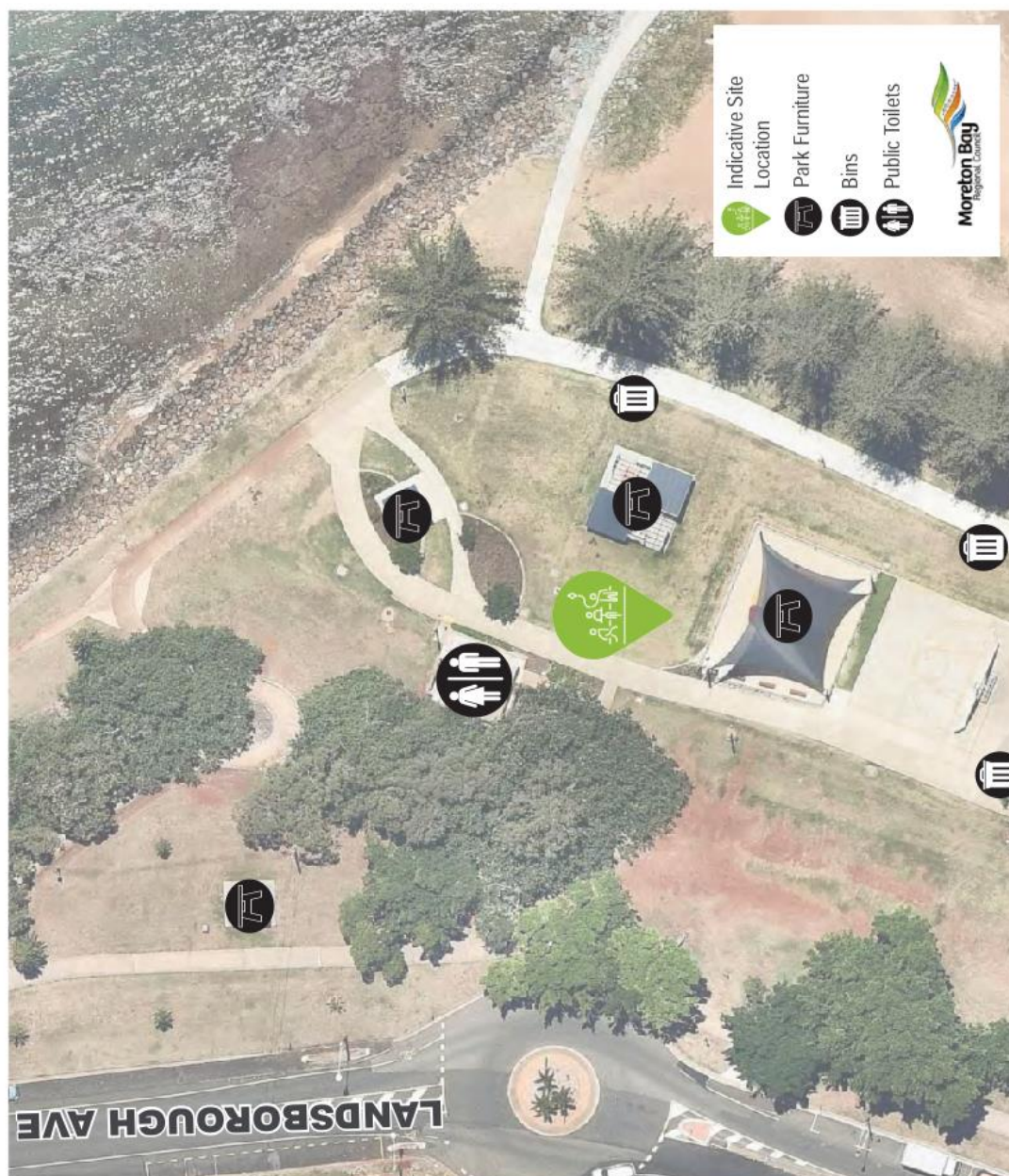
- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)



SCARBOROUGH BEACH PARK

Landsborough Avenue, Scarborough

7k



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

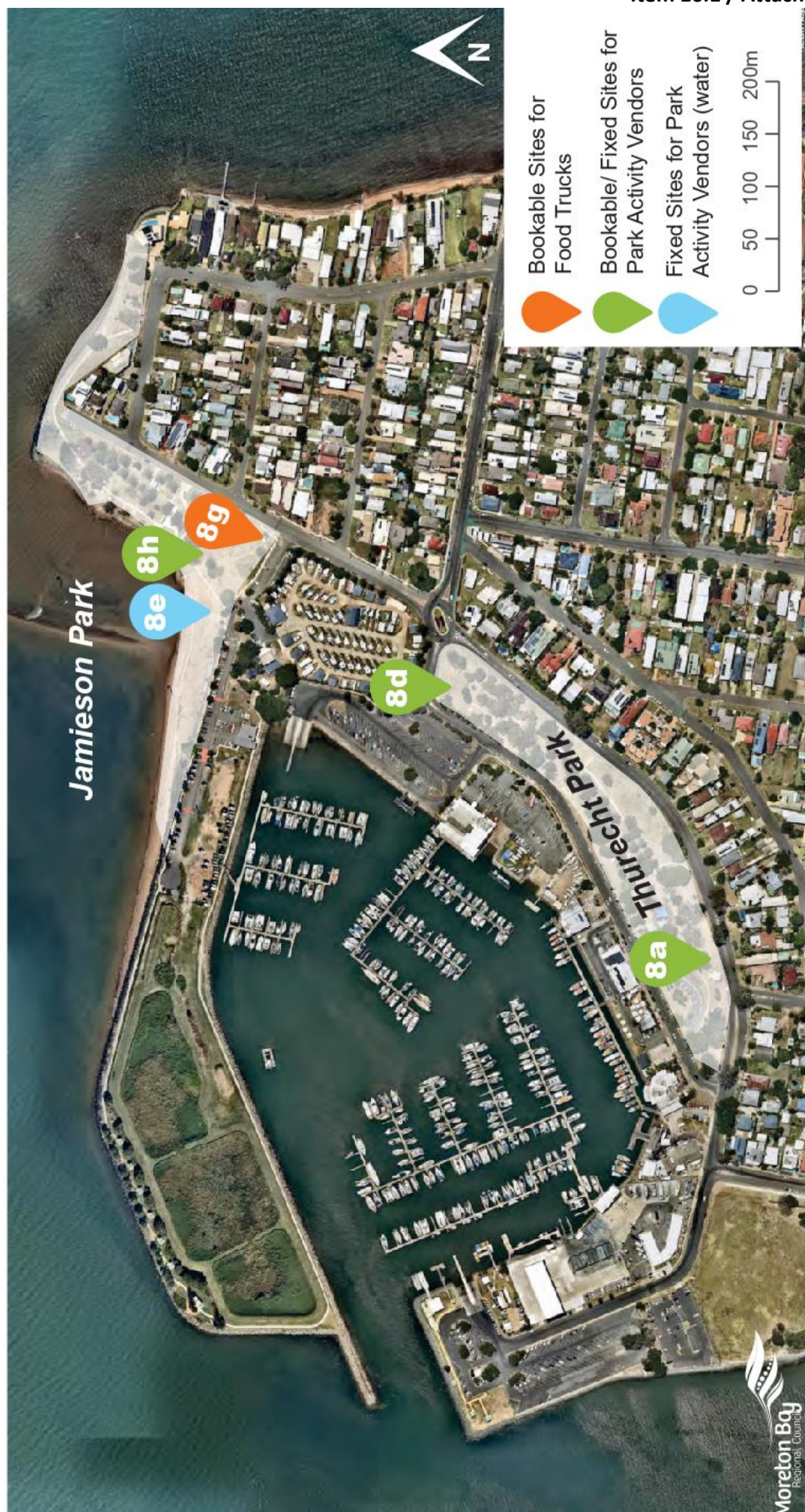
- All vehicles to be parked lawfully on the street
- Not available when Large category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)

PRECINCT 8

Thurecht - Jamieson - Tingra Parks



THURECHT PARK

Thurecht Parade, Scarborough

8a



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available if Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

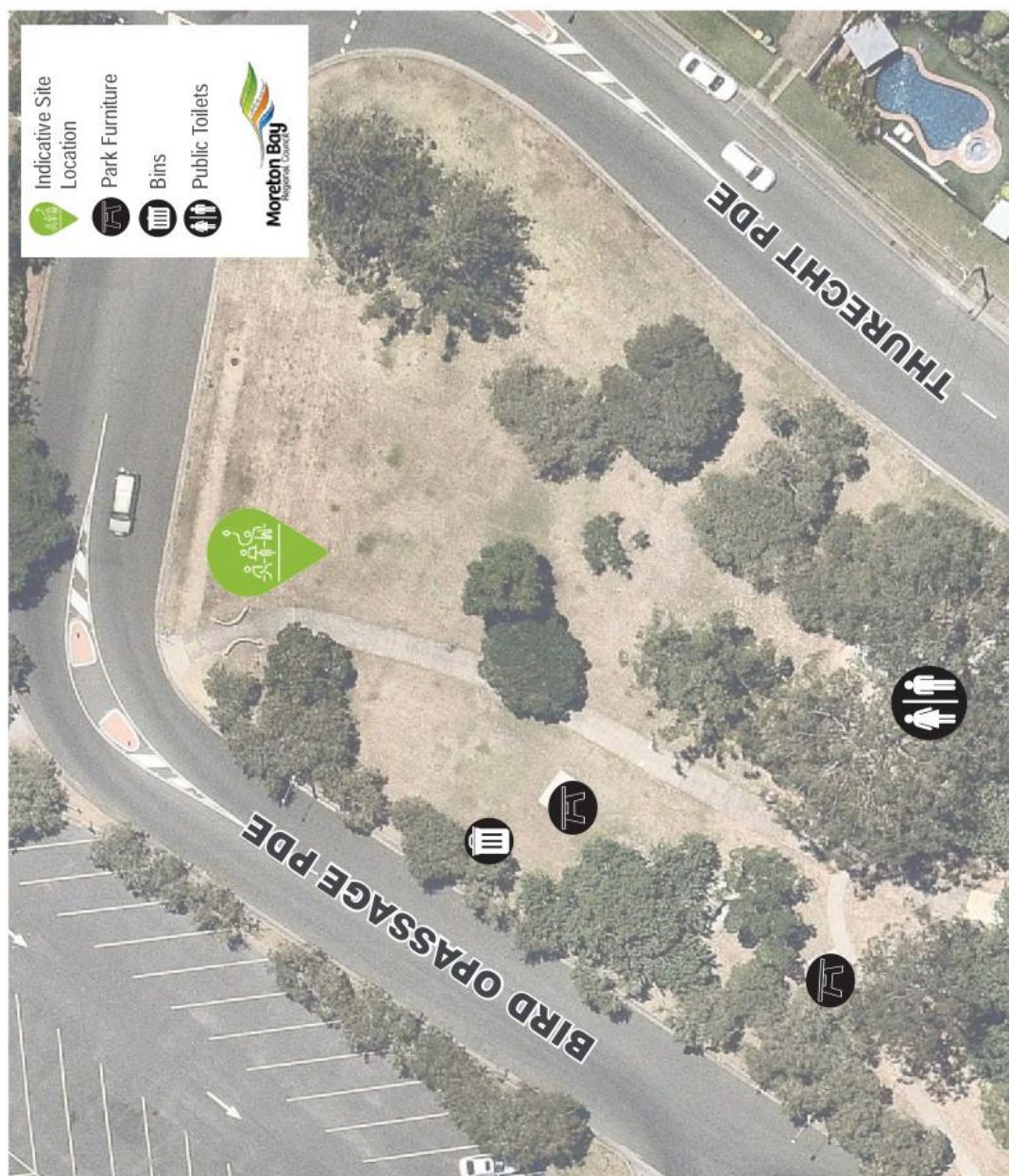
- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)



THURECHT PARK

Thurecht Parade, Scarborough

8d



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available if Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)



8e

JAMIESON PARK

Reef Point Esplanade, Scarborough



SITE TYPE

Fixed Site for Park Activity Vendors (Water)

OPERATING HOURS

Daily Operator
• 7am – 5pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)



8g

JAMIESON PARK

Reef Point Esplanade, Scarborough



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (7am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- Reversing permitted on Council parkland with use of spotter
- Spotter required to drive in parkland
- Access via driving over kerb

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

JAMIESON PARK

Reef Point Esplanade, Scarborough

8h



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- No

ACCESS

No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Site size is restricted to an area of 5m x 5m

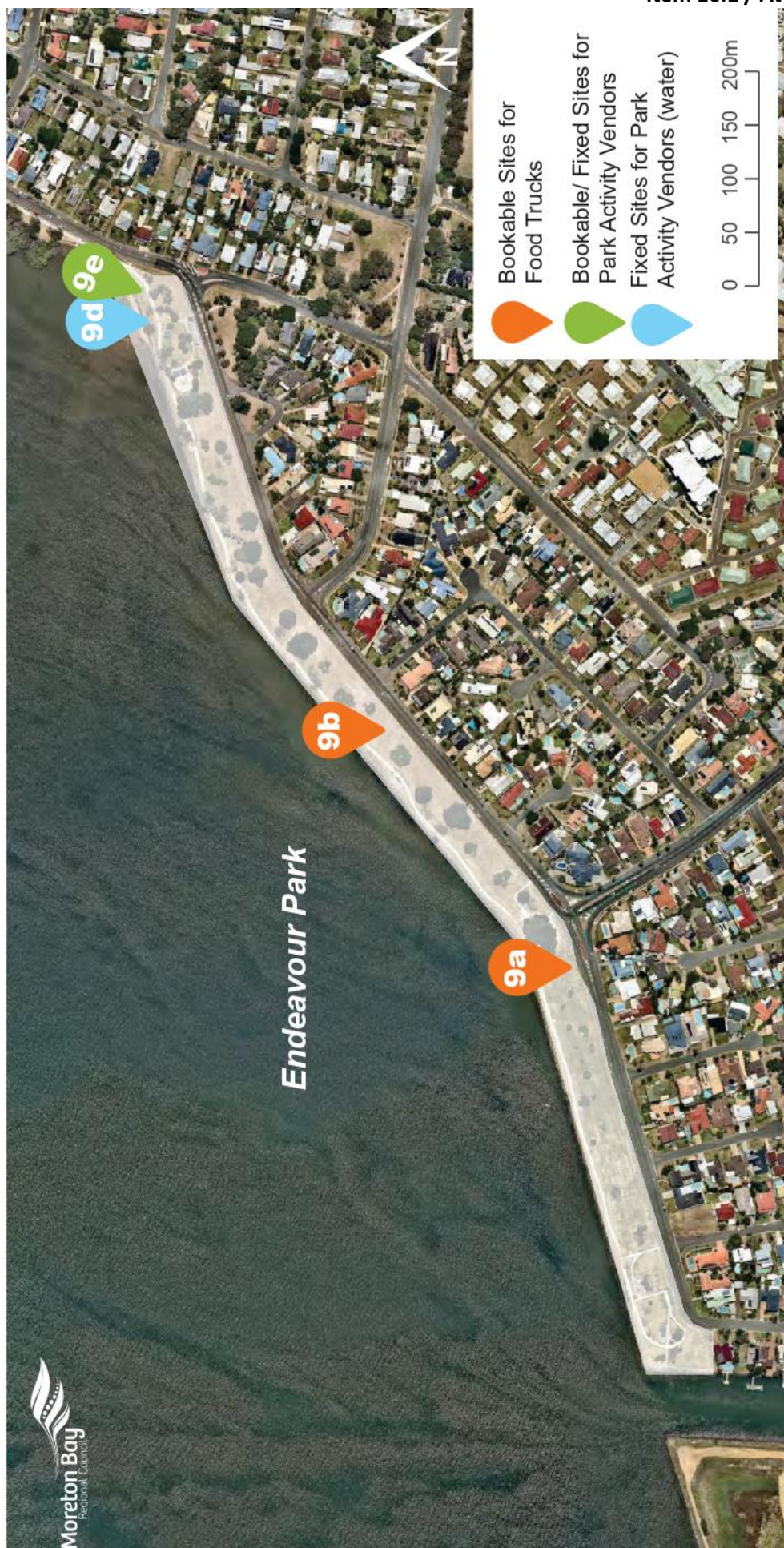
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of consumable goods (food/drink)



PRECINCT 9

Endeavour Park



9a ENDEAVOUR PARK

Endeavour Esplanade, Newport



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (7am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- Reversing permitted on Council parkland with use of spotter
- Spotter required to drive in parkland
- Access via driving over kerb
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

9b

ENDEAVOUR PARK

Endeavour Esplanade, Newport



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (7am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- Reversing permitted on Council parkland with use of spotter
- Spotter required to drive in parkland
- Access via driving over kerb
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

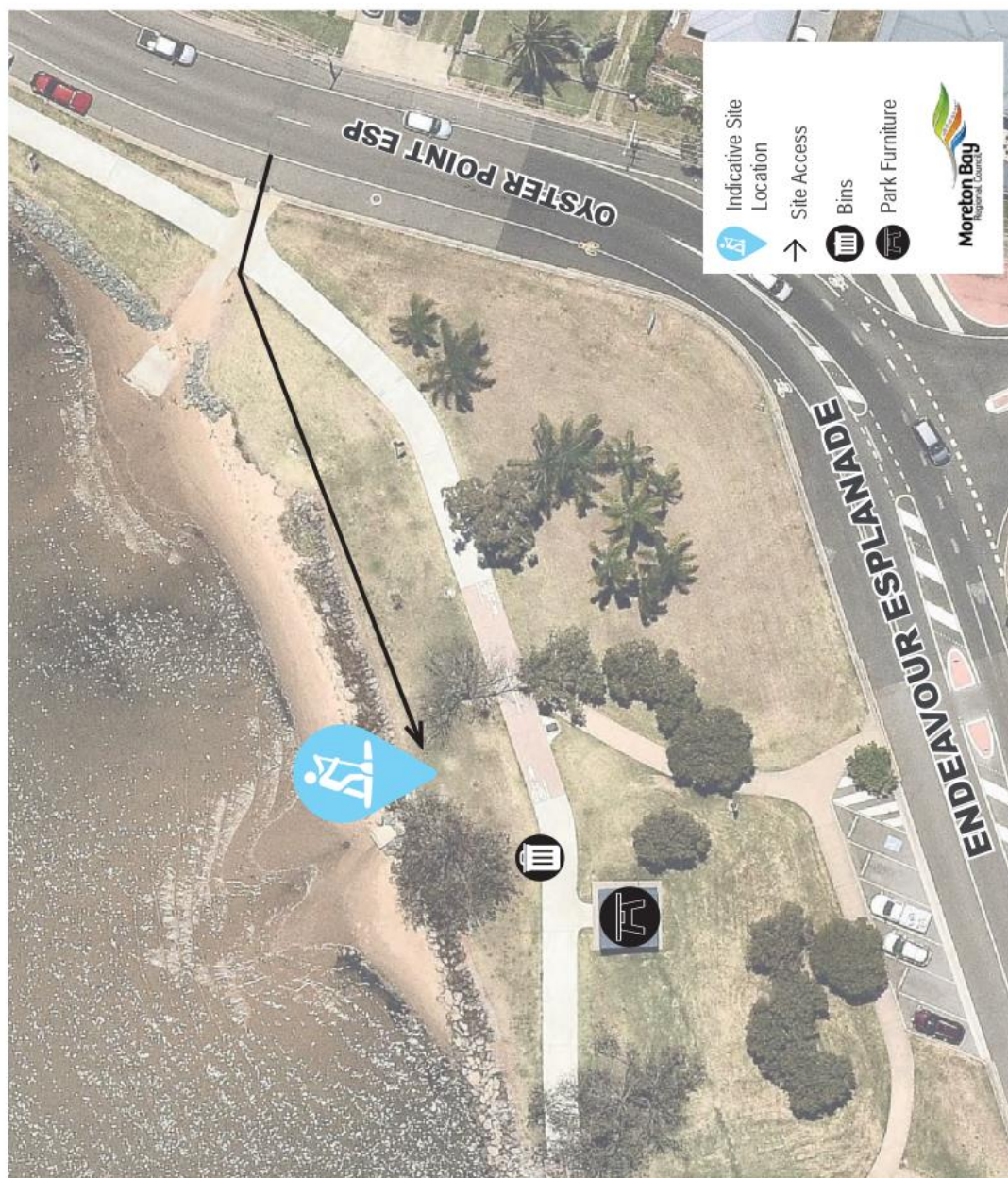
- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods



9d

ENDEAVOUR PARK

Endeavour Esplanade, Newport



SITE TYPE

Fixed Site for Park Activity
Vendors (Water)

OPERATING HOURS

Daily Operator
• 7am – 5pm

FOOD PERMITTED

- No

ACCESS

Vehicle access permitted for set-up

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street after set-up
- Reversing permitted on Council parkland with use of spotter
- Spotter required to drive in parkland
- Access via driving over kerb
- Not available when Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Motorised water-craft
- Sale of goods (food/drink/non consumable)



ENDEAVOUR PARK

Endeavour Esplanade, Newport



SITE TYPE

Bookable/ Fixed Site for Park Activity Vendors

OPERATING HOURS

Daily Operator
• 6am – 8pm

FOOD PERMITTED

- Yes

ACCESS

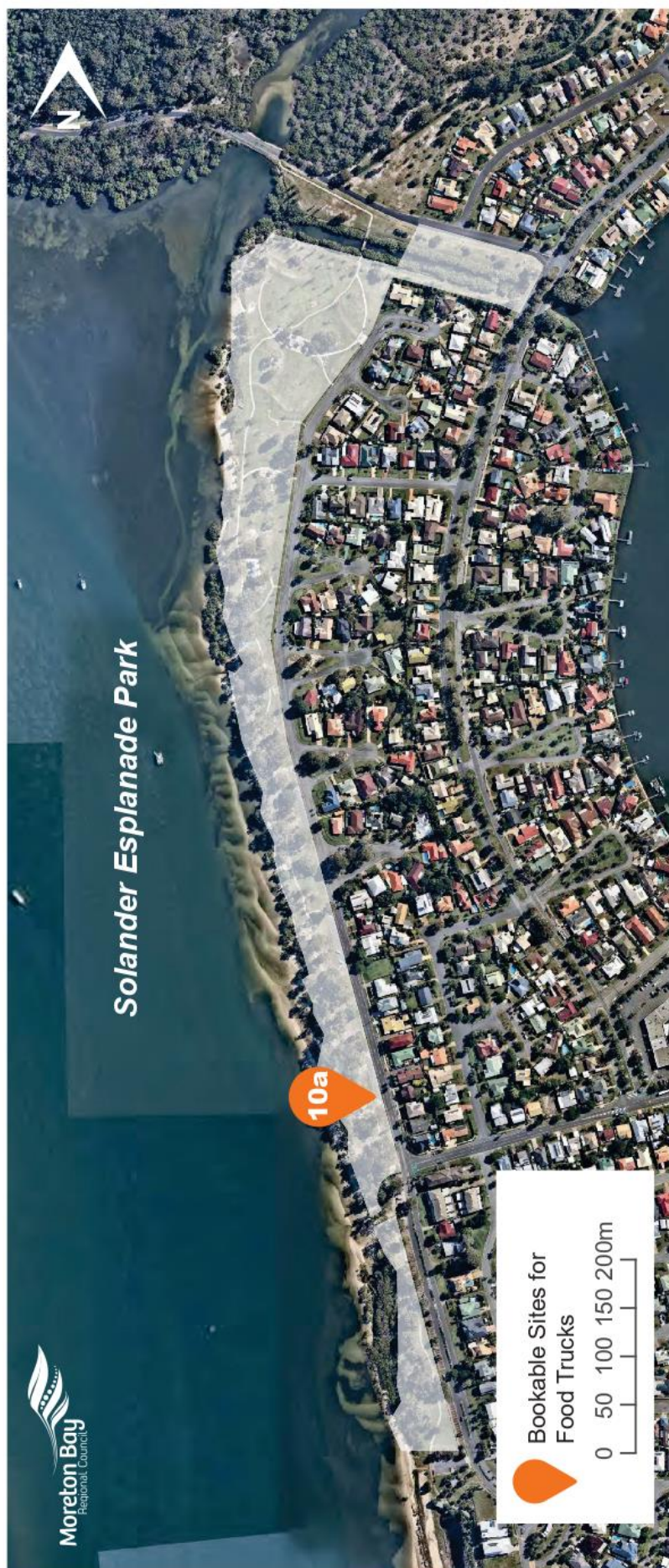
No vehicle access to site

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on the street
- Not available if Specialised category is booked
- Site size is restricted to an area of 5m x 5m

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods



10a

SOLANDER PARK

Solander Esplanade, Banksia



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Daily Operation

- Breakfast (7am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

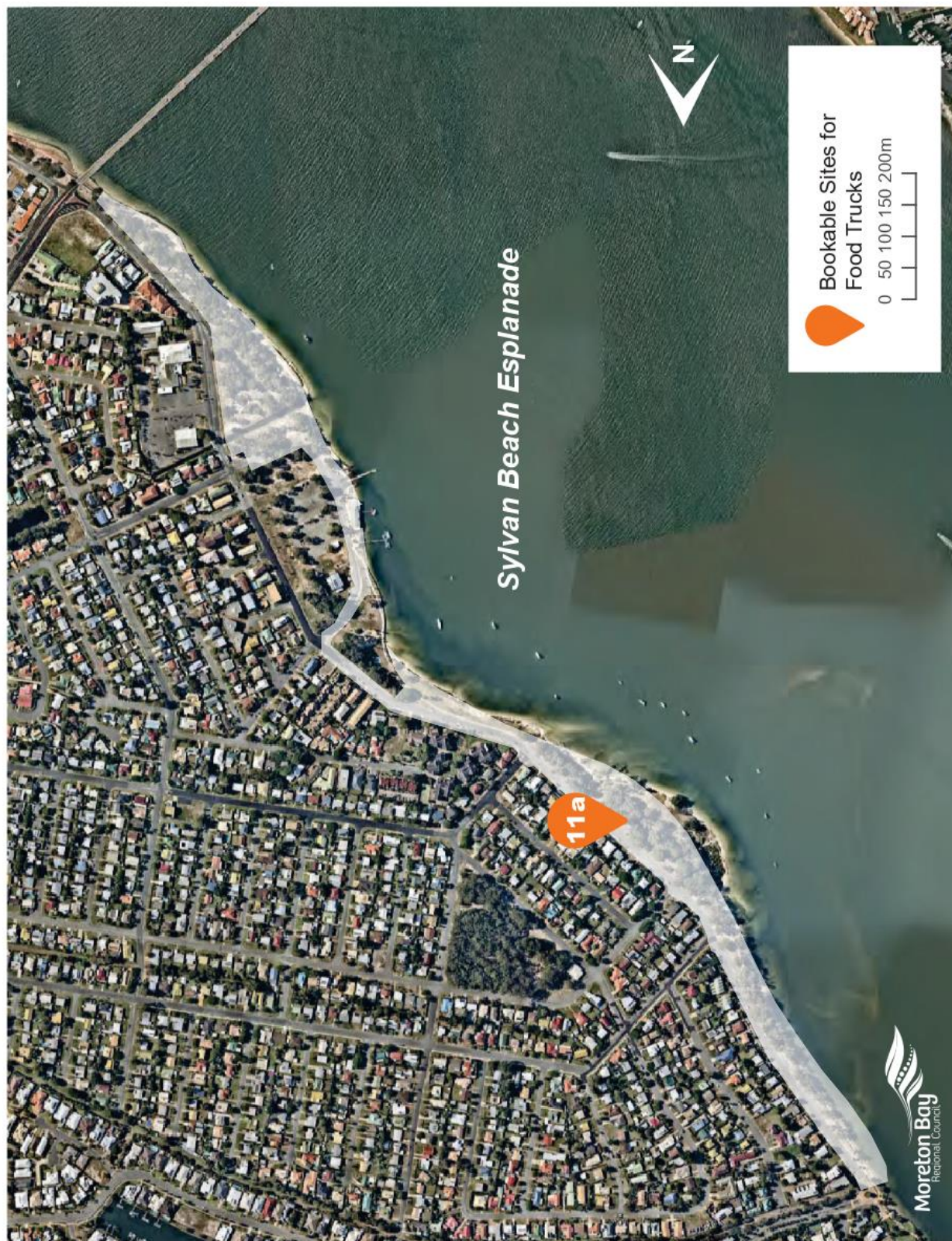
SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 6m and width of 2.5m (trailer can be parked within car park with towing vehicle parked elsewhere)
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods





SYLVAN BEACH ESPLANADE

Sylvan Beach Esplanade, Bellara

11a



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Friday Dinner/Weekend and School Holiday
Operation only

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

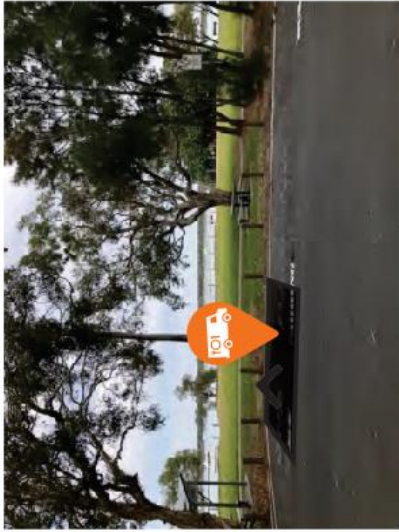
Vehicle access permitted

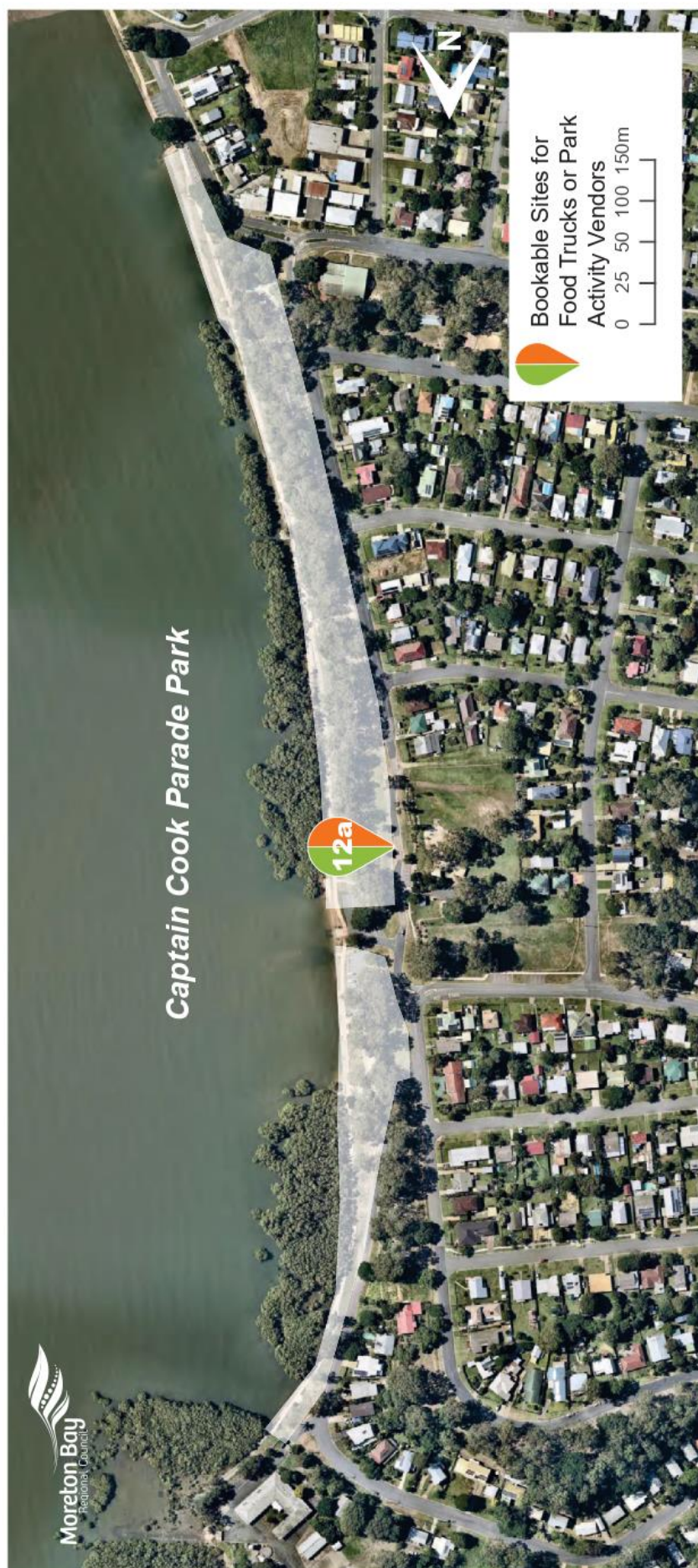
SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

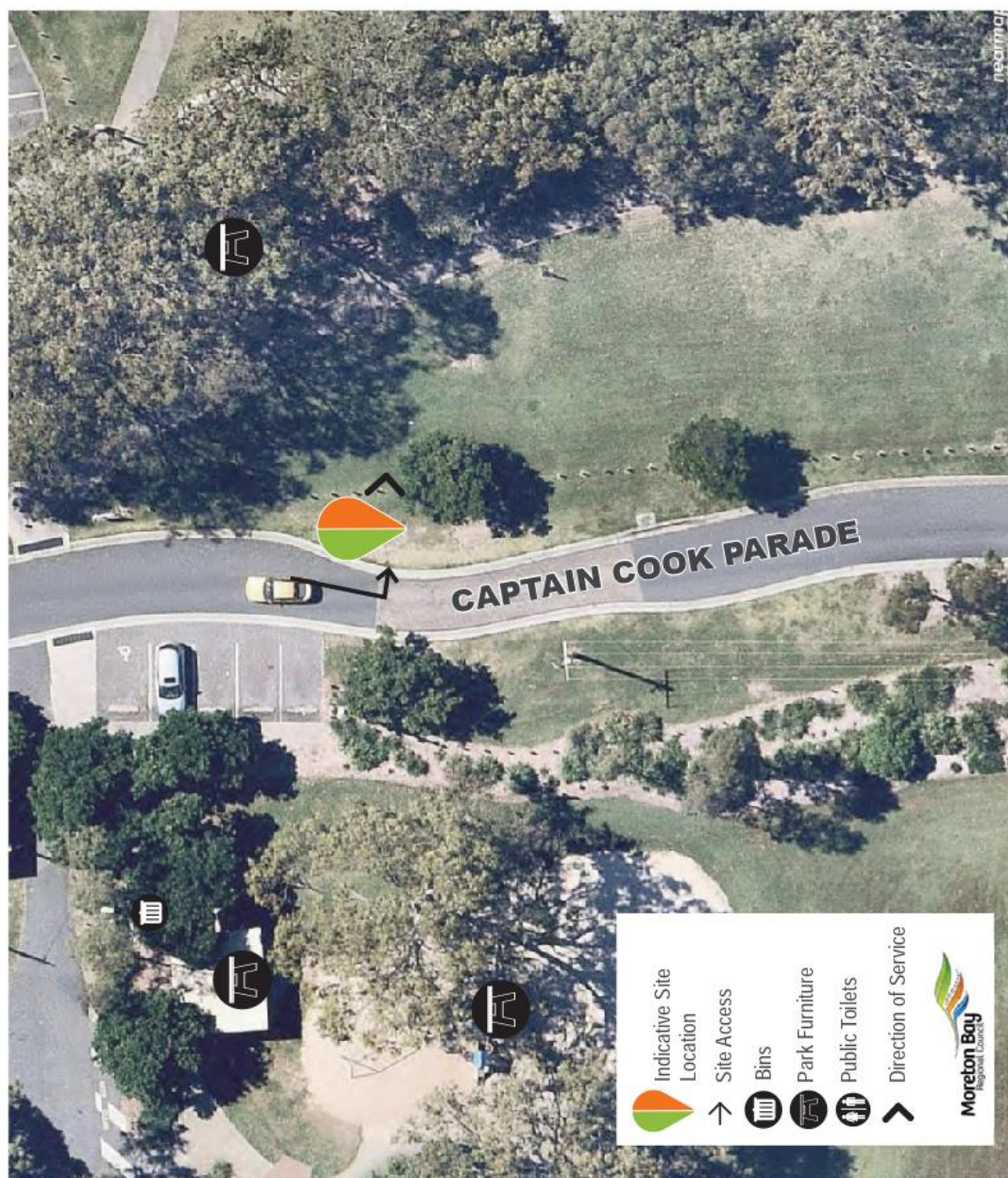




12a

CAPTAIN COOK PARADE PARK

Captain Cook Parade, Deception Bay



SITE TYPE

Bookable Site for Food Trucks
or Park Activity Vendors

OPERATING HOURS

- Daily Operation
- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- No reversing permitted on Council parkland
- Spotter required to drive in parkland
- Access via driving over kerb
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods







CRUICE PARK

Cruise Drive, Woodford



SITE TYPE

Bookable Site for Food Trucks
(excluding coffee sellers) or Park Activity Vendor

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes (except coffee)

ACCESS

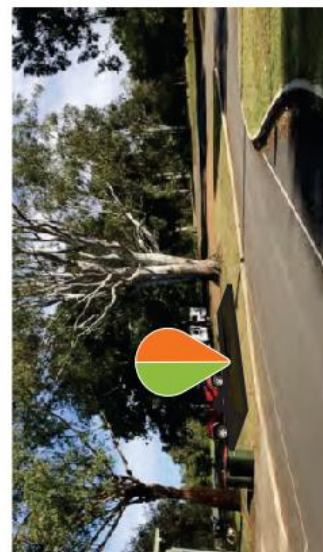
Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- No reversing permitted on Council parkland
- Spotter required to drive in parkland
- Access via defined driveway
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods
- Coffee sales







AURORA BOULEVARD PARK

Aurora Boulevard, North Lakes



SITE TYPE

Bookable Site for Food Trucks
or Park Activity Vendor

OPERATING HOURS

Daily Operation

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

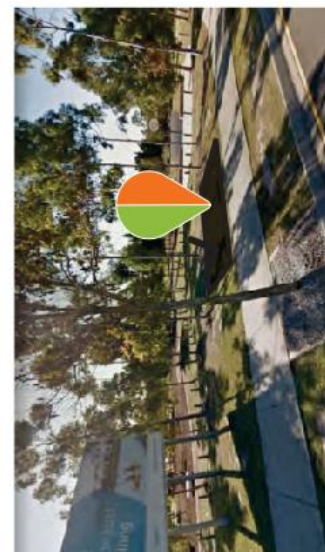
Vehicle access permitted

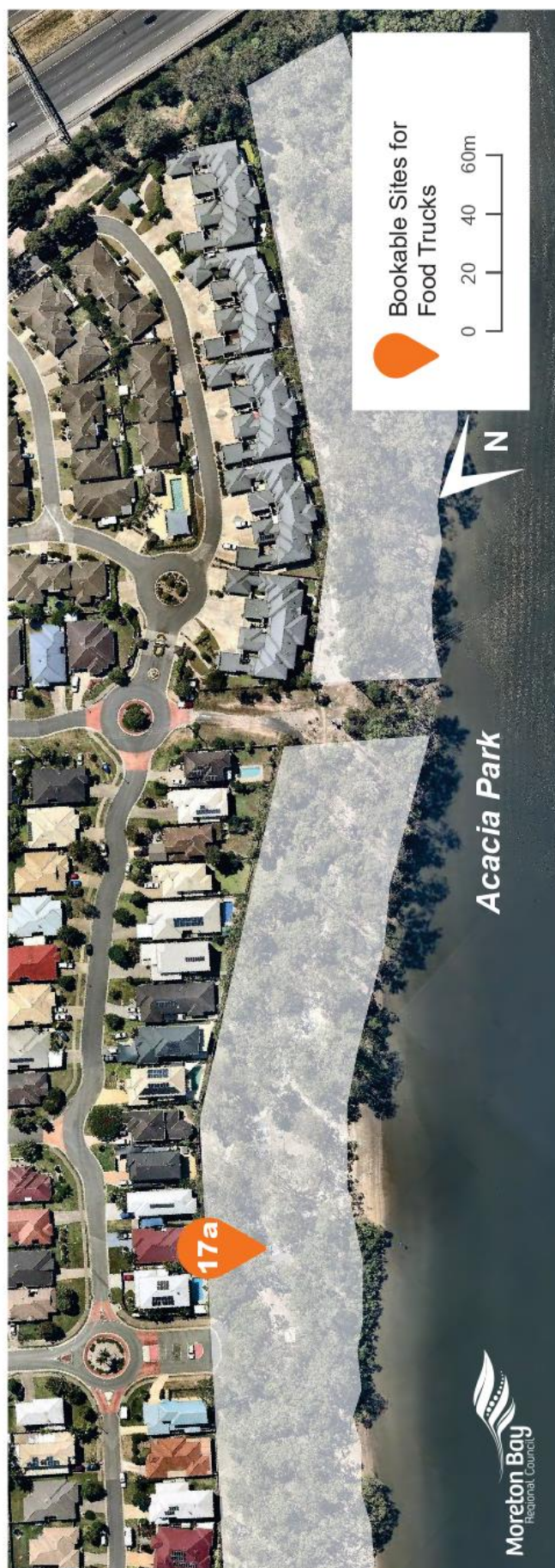
SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- No reversing permitted on Council parkland
- Spotter required to drive in parkland
- Access via driving over kerb
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods

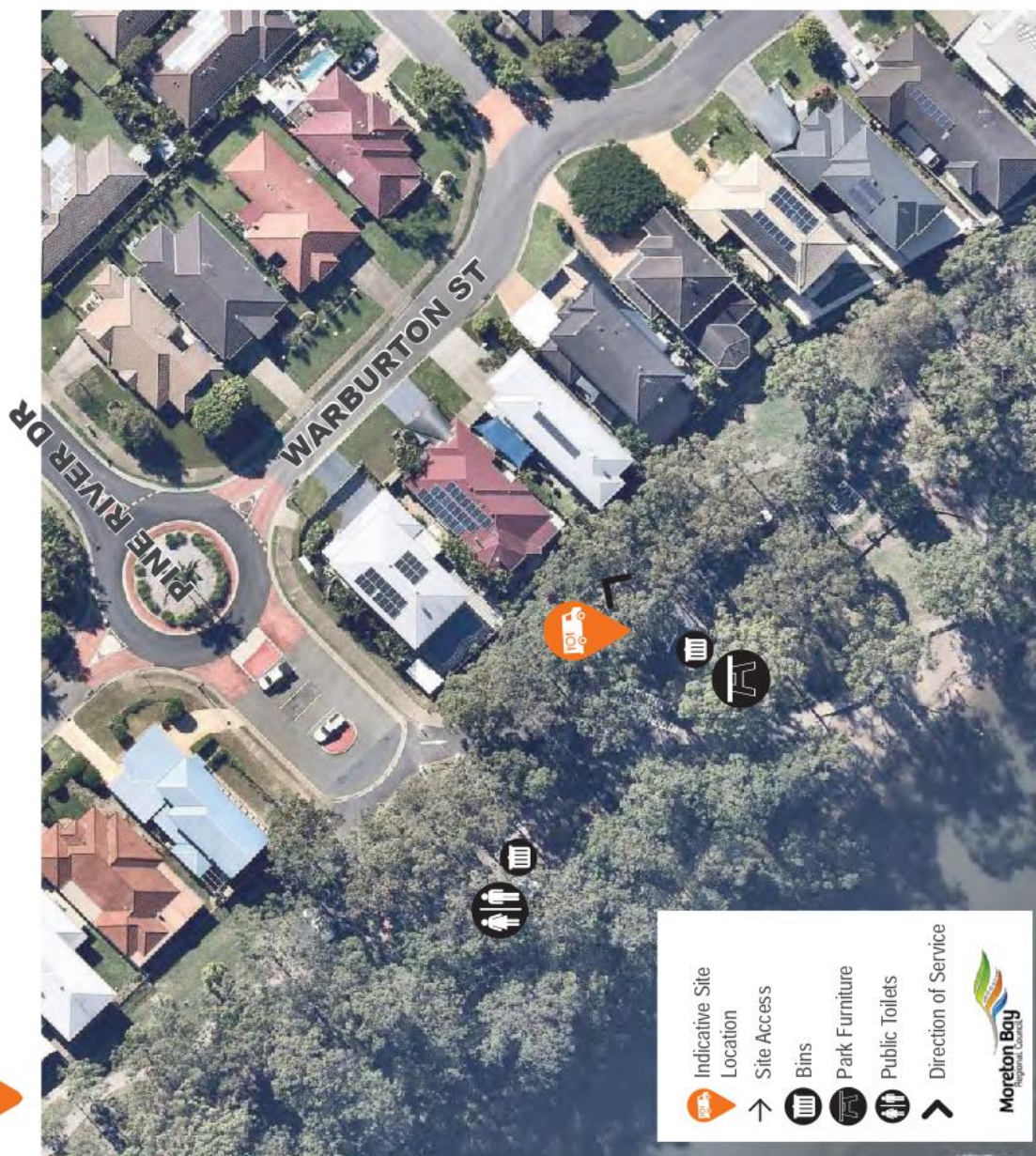




17a

ACACIA PARK

Pine River Drive, Murrumbidgee Downs



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

Friday Dinner/ Weekend and School Holiday
Operation only

- Breakfast (7am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods





18a

CASPIAN PARADE PARK

Pallas Parade, Warner



SITE TYPE

Bookable Site for Food Trucks or Park Activity Vendor

OPERATING HOURS

Friday Dinner/ Weekend and School Holiday

Operation only

- Breakfast (7am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

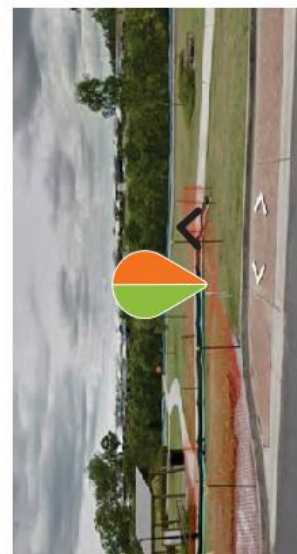
Vehicle access permitted.

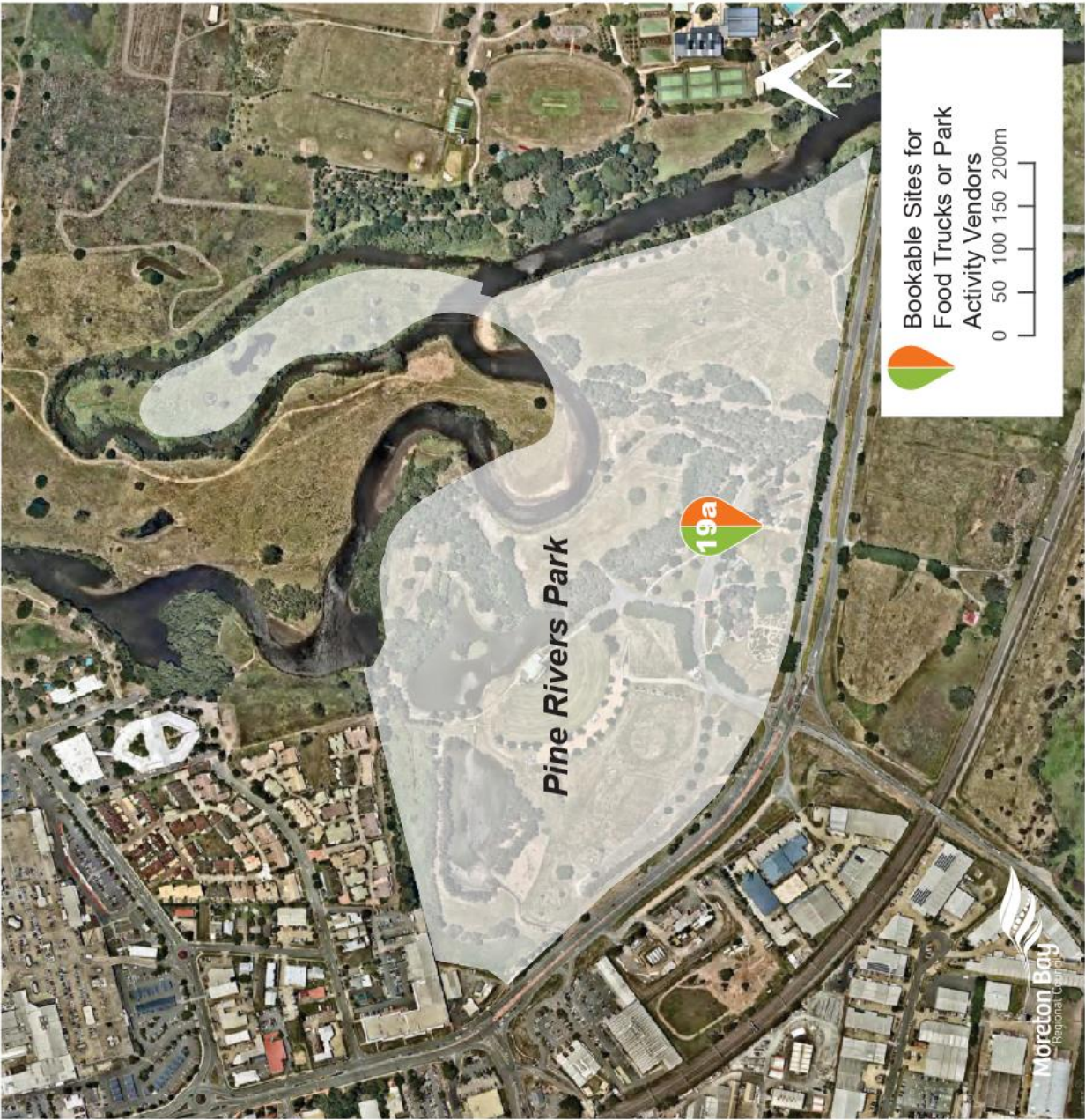
SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- No reversing permitted on Council parkland
- Spotter required to drive in parkland
- Access via driving over kerb
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods







PINE RIVERS PARK

Gympie Rd, Strathpine



SITE TYPE

Bookable Site for Food Trucks or Park Activity Vendor

OPERATING HOURS

- Daily Operation
- Breakfast (6am - 11am)
 - Lunch (11am - 3pm)
 - Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access through locked gate. Key to be picked up and returned to MBRC Strathpine Customer Service Centre (220 Gympie Rd, Strathpine). Open: Monday to Friday, 8:30am - 5pm

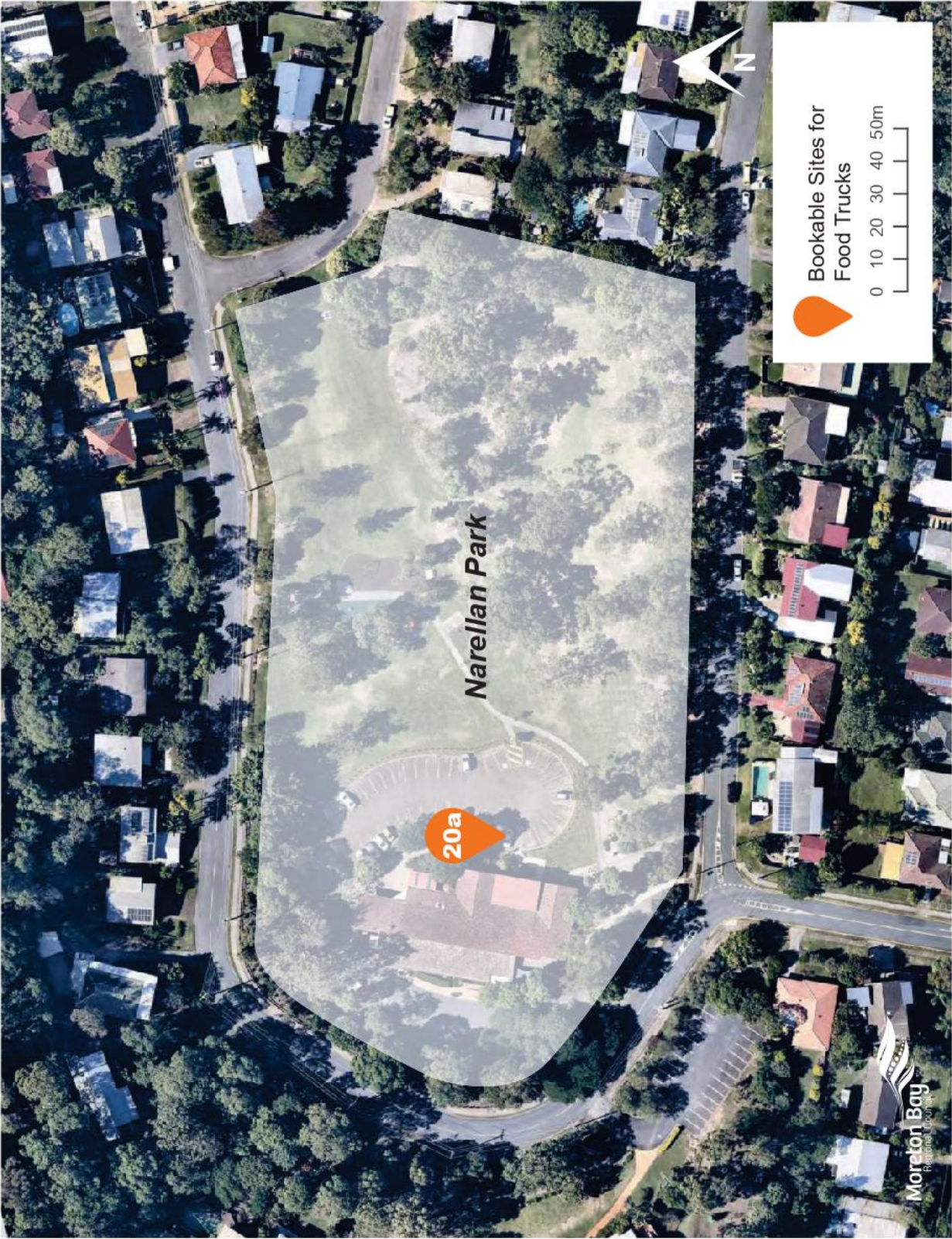
SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of 8m and width of 2.5m
- Weight up to 15 tonnes
- No reversing permitted on Council parkland
- Spotter required to drive in parkland
- Access via defined driveway
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

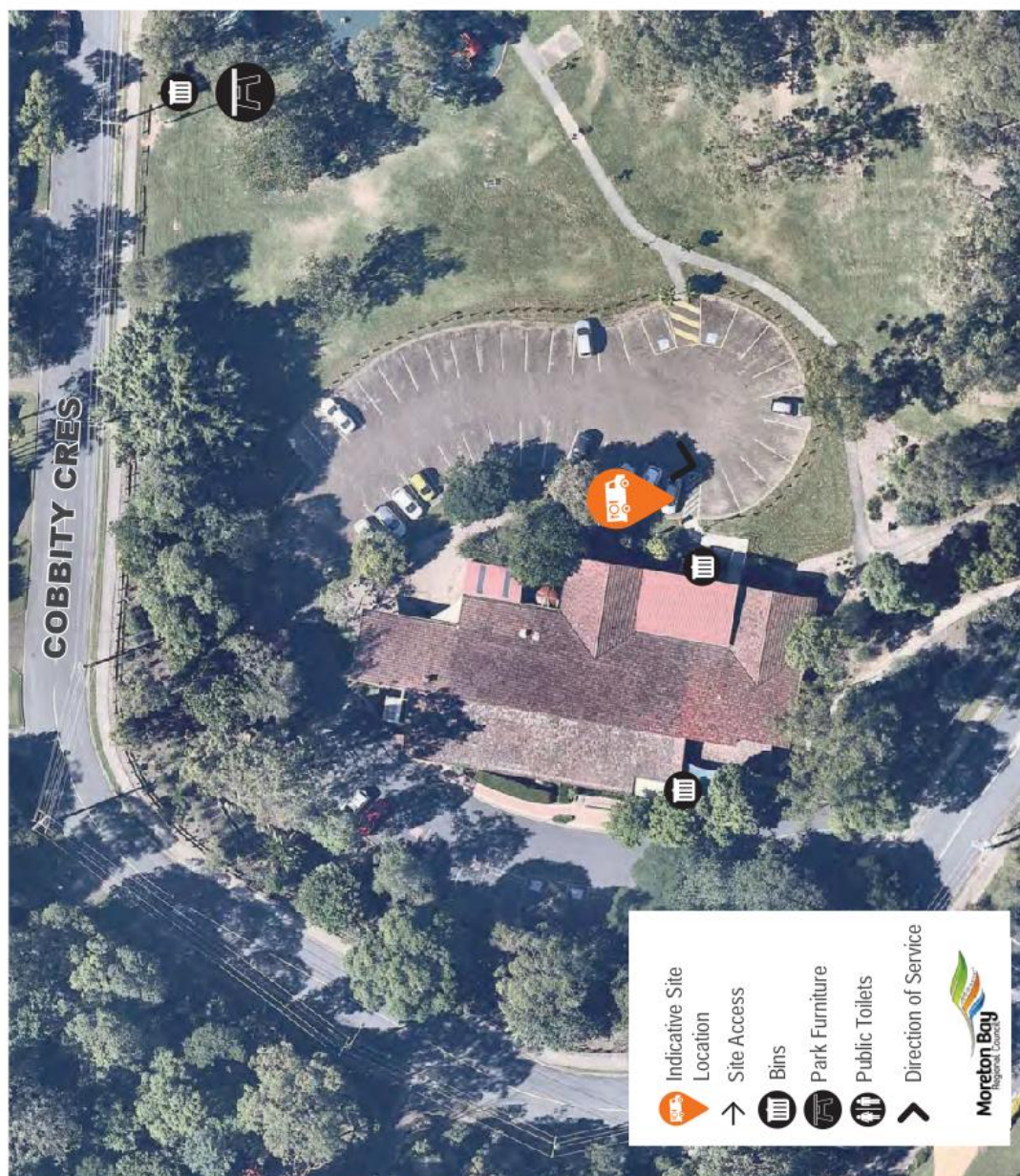
- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods





NARELLAN PARK Cobbity Cres, Arana Hills

20a



SITE TYPE

Bookable Site for Food Trucks

OPERATING HOURS

- Daily Operation
- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access permitted

SITE SPECIFIC CONDITIONS

- Vehicle to be located in signed car park
- Vehicle size restricted to a maximum length of 6m and width of 2.5m (trailer can be parked within car park with towing vehicle parked elsewhere)
- Not available when Specialised category is booked

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods







GEORGE WILLMORE PARK

Bundar Cres, Ferny Hills



SITE TYPE
Bookable Site for Food Trucks
or Park Activity Vendor

OPERATING HOURS

Friday Dinner/ Weekend and School Holiday
Operation only (excludes Sundays in Winter)

- Breakfast (6am - 11am)
- Lunch (11am - 3pm)
- Dinner (3pm - 8pm)

FOOD PERMITTED

- Yes

ACCESS

Vehicle access through locked gate. Key to be picked
up and returned to Moreton Bay Regional Council
Strathpine Customer Service Centre (220 Gympie
Road, Strathpine), open hours:

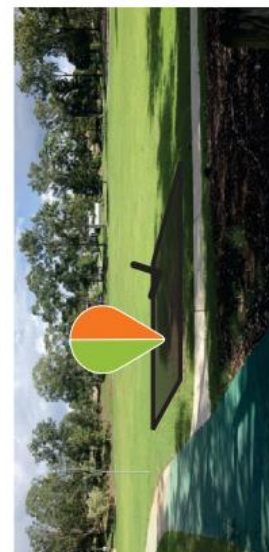
- Monday - Friday, 8:30am - 5:00pm

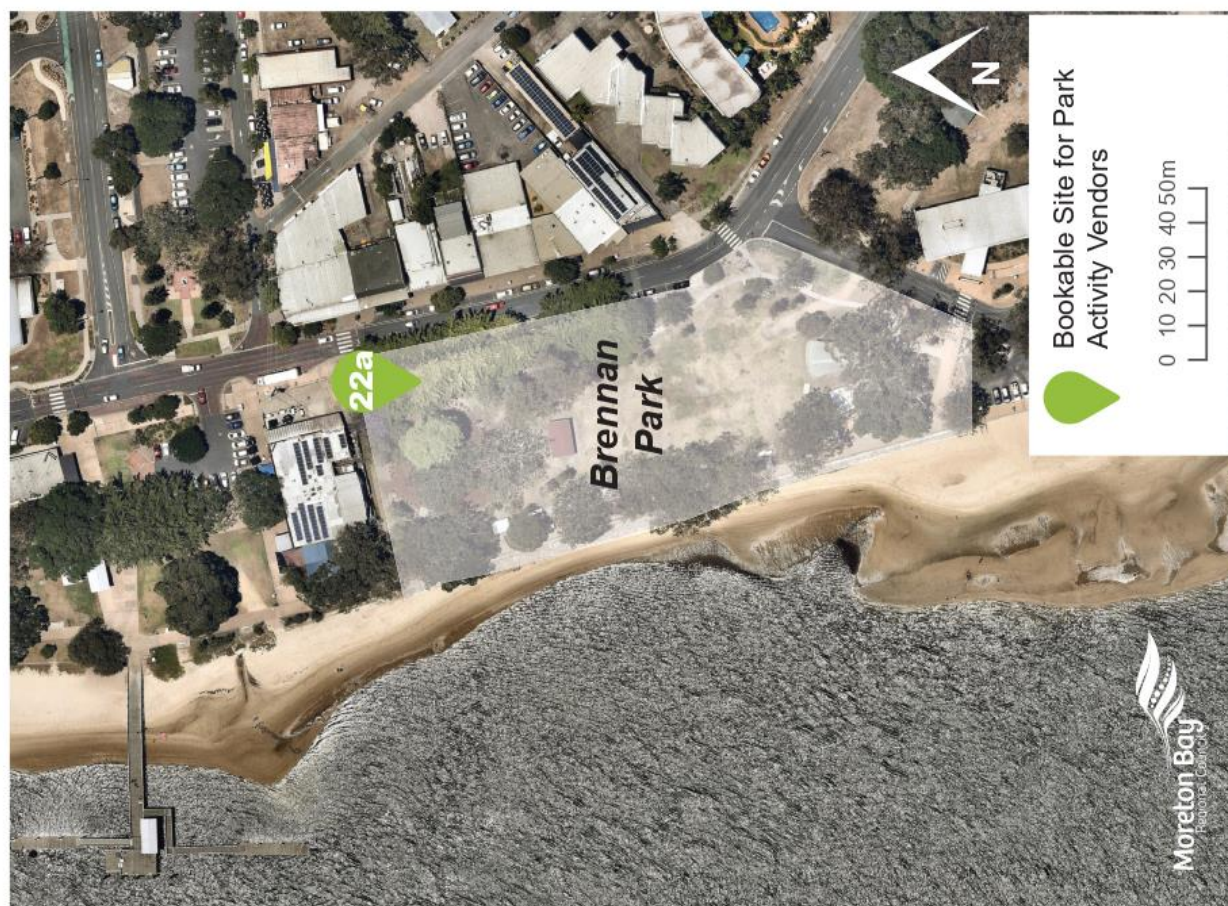
SITE SPECIFIC CONDITIONS

- Vehicle size restricted to a maximum length of
8m and width of 2.5m
- No reversing permitted on Council parkland
- Access via defined driveway and locked gate
(get key to gate from Swimming Pool)
- Not available when Specialised category is
booked
- Spotter required to drive in parkland

PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug
paraphernalia/counterfeit consumer goods
- Sale of non consumable goods





BRENNAN PARK

Toorbul Street, Bongaree

22a



SITE TYPE

Bookable Site for Park Activity Vendors

OPERATING HOURS

Daily Operation
• 6am - 8pm

FOOD PERMITTED

• No

ACCESS

No vehicle access to site (unless otherwise approved)

SITE SPECIFIC CONDITIONS

- All vehicles to be parked lawfully on street (unless otherwise approved)
- Not available if Specialised category is booked
- Site size is restricted to an area of 5m x 5m

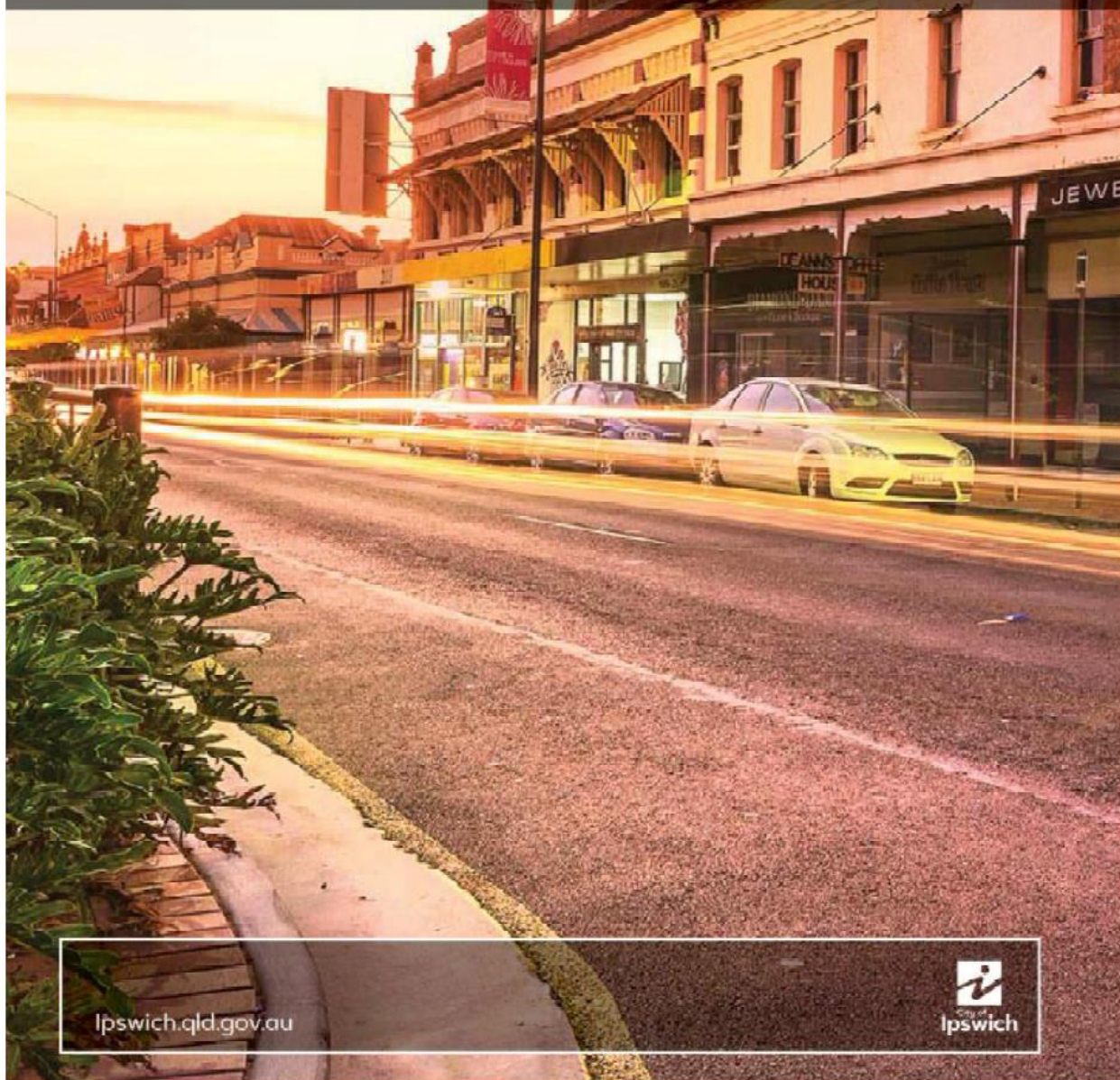
PROHIBITED ACTIVITIES

- Dangerous goods/knives/alcohol/drug paraphernalia/counterfeit consumer goods
- Sale of non consumable goods



City of Ipswich Quarterly Performance Report

Quarter 4: 2019-2020



ipswich.qld.gov.au



Quarterly Report 1 April – 30 June 2020

The Operational Plan is an annual document that a local government must prepare and adopt each financial year as per the *Local Government Act 2009* and the *Local Government Regulation 2012* and progresses the Corporate Plan 2017-2022. Council must report on the delivery of the Operational Plan at regular intervals of not more than three months. Departmental representatives provide the information presented within this quarterly performance report.

COVID-19 Pandemic

Never could we have imagined just how quickly the COVID-19 Pandemic would shape our everyday lives or how tough times would be. Ipswich however, has an unmatched resilience and we band together in times of need. In this time, council joined to support the city by providing assistance to all facets of our community.

Council formed a COVID-19 Working Group to ensure that all parts of the organisation were integrated in their response and delivery of new initiatives.

With the outbreak of the pandemic and subsequent restrictions, a number of community organisations faced significant financial challenges and uncertainty. Council's swift reaction to waive fees, firstly from March 1 through 30 June and subsequently extended through 30 September was not only well received by our community, but also highlighted the cooperation and positive behaviours displayed by many branches and sections across Council. Additional, unplanned initiatives occurred including campaigns encouraging the community to back local operators and support each other.

Council fast-tracked \$7.5 million worth of payments to contractors and initiated a seven-day payment cycle; a significant reduction to the normal 30-day billing period for all contractors. Council also extended the discount and due date for rates payments for the April to June quarter by an eight (8) week period. Many of our council programs and services were forced to deliver virtual or digital alternatives for customers such as Active at home (online PT sessions), Virtual 'Festival of 4 Walls', and Professional Live Streaming of council meetings on our ICC YouTube channel.

More detail of council's COVID-19 response is included in the report.

Initiatives and achievements

Ipswich CBD Re-development

Construction works on site continue to progress largely to schedule. The Administration Building will have its 'topping out' ceremony in July 2020 and installation of the external façade has commenced. The new library structure is completed with internal fit-out works well advanced. Improvement works to the car park remain on track for completion around September 2020.

Significant progress in the quarter was again made with the civic space with most of the structures now erected and associated amenities being constructed. Through the quarter, there were no significant delays as a result of COVID-19. The tender process for the Commonwealth Hotel refurbishment works has been completed and it is anticipated that the associated works will be finalised by the end of November 2020.

Indigenous Accord 2020-2025

The Community Development Team, led by the Indigenous Australian Community Development Officer, this quarter delivered the Indigenous Accord 2020-2025 (endorsed by Council on 30 June 2020). The Indigenous Accord 2020-2025 is Ipswich City Council's strategic framework for reconciliation and community governance with Aboriginal and Torres Strait Islander Peoples and their communities. It contains targeted and specific actions and sets the agenda for cooperation, collaboration and partnership between Ipswich City Council and the Aboriginal and Torres Strait Islander communities. The Indigenous Accord Working Group, which consists of council representatives and community Elders, co-designed the document.

Item 15.2 / Attachment 1.

The working group will now continue to meet regularly to discuss the development and implementation of the various actions. The Indigenous Accord 2020-2025 can be viewed at ipswich.qld.gov.au/community/indigenous.

City Events

In response to COVID-19 restrictions and the subsequent cancellation of events and festivals, a virtual 'Festival of 4 Walls' was launched. The online initiative was designed to bring festival favourites into the home, providing a platform and audience for local artists and events, promoting the city and maintaining the profile of local festivals in the wider SEQ market through council channels.

The online festival content had high engagement:

- Post reach 320,813
- Post engagement 41,870
- Video views 179,862
- Ipswich Festivals page likes up 559
- Ipswich Festivals page followers up 671

Council Governance

The period April – June 2020 saw significant initiatives be realised to achieve greater organisational transparency and continue to strengthen governance. These initiatives included:

- ☐ Professional live streaming of council meetings on the Ipswich City Council YouTube channel
- ☐ Development of the Transparency and Integrity hub ready for delivery on 1 July 2020
- ☐ Adoption of the Operational Plan 2020-2021
- ☐ Adoption of the 2020-2021 Budget
- ☐ Project commencement for development of a new Corporate Plan (2021-2026)
- ☐ Development of Council's Strategic Priorities for 2020-2021 (contained in the Operational Plan 2020-2021)
- ☐ Development and introduction of a new Buy Ipswich Approach as part of Council's procurement policy aimed at specifically supporting local businesses and industry.

Grants, Community Funding and Support

COVID-19 response packages by Federal and State Government saw Council achieve \$8.6 m additional funding under various stimulus programs and funding submissions prepared for a further \$9.2 m.

A funding grant of \$200,000 was awarded to Council for the Local Government Illegal Dumping Partnership Program to combat illegal dumping across the city.

Over the period 1 April to 30 June 2020, 21 acquittals were due for submission, which related to funding provided through Community Donations, Community Development Grants, Regional Arts Development Fund and Quick Response Grants. Of the 21 acquittals due, 17 were received by the due date and four remain outstanding and have been followed up by the Community Grants Team.

Over the period 1 April to 30 June 2020, Council approved total funding of \$363,001.27 in Community Donations, Community Development Grants and Quick Response Grants.

Community Initiatives

Over the period 1 April to 30 June 2020, COVID 19 significantly impacted the way in which planned community initiatives were delivered, however, the following initiatives were adapted to ensure continued delivery:

- ☐ The Weavers Program continued to engage with carers throughout Ipswich through phone check-ins and the distribution of digital information and resources related to mental health.
- ☐ IYAC continued to deliver its monthly meetings via ZOOM and regular one-on-one check-ins occurred with participants.
- ☐ The Riverview Community Centre continued to deliver essential services within social distancing requirements, including financial counselling, food security, computer and internet access.

- ☐ Council volunteers were supported and connected with through phone check-ins. Council's Alchemy Street Choir even tried it's hand at a ZOOM choir practice.
- ☐ Council's Indigenous Business Capacity Building Program continued to support local Indigenous businesses through mentoring and information about webpage design and business planning.
- ☐ Home Assist delivered 2,698 services throughout the quarter, including 217 new client registrations.

Business Initiatives

This quarter Ipswich was successful in partnering with the Queensland Government Department of Employment, Small Business and Training to deliver a pilot project and receive one of the first Small Business Friendly Council certifications.

The Office of Economic Development focused their business and industry support during the quarter to respond to the impacts of COVID-19 and many programs were delivered digitally. These included:

- ☐ 30 Business Adaption online sessions
- ☐ A digital business visitation program including concierge service to over 280 local businesses
- ☐ An Industry Contingency and Resilience six-part webinar series
- ☐ A Defence Collaboration and Opportunities webinar
- ☐ Implementation of a new Ipswich Industry Network Update

Additionally, as part of COVID-19 response, a \$200,000 Small Business Funding Program was developed ready for delivery in the new financial year.

Operational Plan 2019-2020 Deliverables

Note: Where a Strategy identifies “No key actions identified for delivery in 2019-2020” this means there were no key projects – it does not necessarily mean that there was no work undertaken as part of Council’s core business.

Operational Plan 19/20				Qtr 4		
Key Actions	Outcomes	Deliverables 2019-2020	Responsibility	Comments	Status	Progress
STRENGTHENING OUR LOCAL ECONOMY AND BUILDING PROSPERITY (JOBS)						
Goal 1: Use the competitive advantages of the Ipswich economy to provide jobs for the growing population and prosperity for the city through business diversification, adapting and responding to technological advances and creating an attractive economic environment for business investment.						
<i>Strategy 1: Build partnerships and develop programs to widely promote investment opportunities and support business development and activity in the city</i>						
Promote a major investment pathway within Council that supports investment attraction in key sectors. (9.2/1.1)	Ensure an effective framework of priorities, opportunities and alignment is maintained and championed with a measurable focus on factors of employment, investment, development and export.	Implement a prioritisation & advocacy framework for regionally significant projects.	Community, Cultural and Economic Development	Completed Q2	Complete	●
		Deliver the 10 Year Road Infrastructure Investment Plan and 10 Year Principal Bikeway Infrastructure Investment Plan.	Infrastructure and Environment	This task was undertaken in conjunction with the build of the 2020/2021 Capital Works Portfolio and the Long Term Financial Forecast. This has been presented to Council as part of the budget process.	Complete	●
Develop trade and export links to support long-term competitiveness in the Ipswich economy. (9.2/1.2)	Ensure an effective framework of priorities, opportunities and alignment is maintained and championed with a measurable focus on factors of employment, investment, development and	Deliver an audit of key industries and businesses aligned to current and potential export markets.	Community, Cultural and Economic Development	Industry scoping has progressed with a focus on Defence, Manufacturing and the Education sectors. In response to COVID-19 impacts, an Industry Contingency and Resilience six-part series has been deployed to keep industry connected.	On Target	●

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	export.					
<i>Strategy 2: Provide a full spectrum of life-long learning opportunities, from early learning through to schooling, vocational training and tertiary education that aligns skills and education with emerging employment opportunities.</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 3: Develop the Ipswich City Centre as the regional capital of the Western Corridor of SEQ and as an important regional employment centre</i>						
Maintain a strong Council presence within the Ipswich CBD as the main administrative centre for the Local Government Area (9.2/3.1)	Planned relocation of complete Administrative Services and Hub Library to new development in Ipswich CBD by 2018/19	Work on the Ipswich City Council Administration building commenced and the development of Nicolas Street near completion.	Coordination and Performance	CBD Development: Construction of Nicholas Street works: Completed Design of Commonwealth Hotel and construction contract awarded with site mobilised: Complete Construction of structure/roofing for CBD Library: Completed Construction works within car park: On target Paving and landscaping Civic Plaza: On target Construction contract for Retail refurbishment let, design completed and site mobilised: On hold Concrete structure of Administration building: On target (topping out ceremony scheduled for late July 2020).	On Target	●
<i>Strategy 4: Strengthen the local digital economy</i>						
<i>No key actions identified for delivery in 2019-2020</i>						

<i>Strategy 5: Support the growth and operation of RAAF Base Amberley and associated aerospace and defence support industries</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 6: Diversify the local economy</i>						
Support tourism opportunities based on heritage assets, events, motor and adventure sports, eco-tourism and nature-based recreation, rural areas and farm-based tourism. (9.2/6.4)	Ensure an effective framework of priorities, opportunities and alignment is maintained and championed with a measurable focus on factors of employment, investment, development and export.	Target growth of investment and activation in appropriate council land via a targeted ecotourism investment prospectus aimed at securing commercial ecotourism partners.	Community, Cultural and Economic Development	The ongoing delivery of the Ipswich Destination Management Plan 2019-2023 ensures the development of the region's tourism industry and economy. The cross-department ecotourism investment prospectus has been paused due to the impact of COVID-19 on the tourism sector and major tourism infrastructure investment.	On Target	●
		Develop the industry state-of-play barometer annual survey to measure the health of the tourism industry in Ipswich.	Community, Cultural and Economic Development	Completed Q3	Complete	●
Research, monitor and review market and investment trends to identify opportunities for new business activities. (9.2/6.8)	Ensure an effective framework of priorities, opportunities and alignment is maintained and championed with a measurable focus on factors of employment, investment, development and export	Deliver an advocacy and engagement plan focused on economic and workforce priorities.	Community, Cultural and Economic Development	An advocacy plan has been prepared which incorporates the current key infrastructure and policy reform priorities of the Council, which includes economic and workforce priorities.	Complete	●
		Deliver a suite of industry capability reports auditing the industry eco-system to identify size, scale, capabilities and priorities.	Community, Cultural and Economic Development	Completed Q3	Complete	●

MANAGING GROWTH AND DELIVERING KEY INFRASTRUCTURE						
Goal 2: Plan and develop a vibrant and sustainable city that accommodates the needs of a diverse and growing population and economy.						
<i>Strategy 1: Develop a compact, sustainable, mixed use urban form that supports community and economy development</i>						
Encourage a diversity of housing types, styles and densities that meet community housing needs. (9.3/1.2)	Social housing strategy that aligns to projected community needs.	Develop Affordable Living Policy aligned to Ipswich Planning Scheme involving cross department engagement to scope and outline key facets of affordable living the city provides.	Coordination and Performance	Research and data analysis has occurred to inform the subsequent stages of policy development including engagement. The development of the Affordable Living Policy is included in the 2020-2021 Operational Plan.	On Target	●
Develop a strong network of centres to support community connectedness and identity and accessibility to services and facilities that contribute to both social and economic outcomes. (9.3/1.4)h	Delivery of Council owned social infrastructure aligned to the Social Infrastructure Plan.	Develop and oversee EOI process for the lease of the Augustine Heights community facility.	Community, Cultural and Economic Development	Facility to be received by Council beyond Q4 reporting period at which time facility management will be assessed.	Complete	●
		Develop a Community Infrastructure Strategy (including investment prioritisation framework).	Community, Cultural and Economic Development	This project has greater input requirements from numerous key stakeholders within Council and as such will extend further into 2020-2021.	On Target	●
		Design and deliver a new library service at Rosewood.	Community, Cultural and Economic Development	Commissioning work on target and Library scheduled to open 25 July 2020.	On Target	●

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		Design and deliver a collection of library pods at strategic locations throughout the city.	Community, Cultural and Economic Development	The future deployment of library pods will be considered as part of the broader strategic approach to Library Services and consulted with Council in 2020-2021.	On Target	●
		Relocate Ipswich Central Library to the CBD with renewed service offering.	Community, Cultural and Economic Development	Planning has commenced but relocation has not yet started.	On Target	●
		Research and develop the community facilities/social infrastructure policy and strategy to input into updating the Social Infrastructure Plan.	Coordination and Performance	This project is being undertaken over a couple of financial years. Initial research has been completed and the development of a new policy has not been completed due to impacts from COVID-19. Development of a new Social Infrastructure Plan has commenced and development of a policy will be considered as the plan progresses over the coming year. Due to COVID-19 the community services mapping and analysis commenced however with some work adapted and included in the Strengthening Communities engagement response to COVID-19. The development and finalisation of a new social infrastructure plan will carry over and is captured in the 2020-2021 Operational Plan.	On Target	●
Incorporate relevant provisions and programs to support responsible pet ownership. (9.3/1.7)	Ensure delivery of actions and outcomes in the Ipswich City Council Health and Amenity Plan are achieved.	Review and update the Cat Management Strategy for the City of Ipswich	Planning and Regulatory Services	Completed Q3	Complete	●
		Evaluate the BarkUp! process for managing barking dog complaints, and develop and implement a proactive communication	Planning and Regulatory Services	Completed Q3	Complete	●

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		campaign to promote BarkUp!				
		Participate in the design phase of a new Animal Management Centre capital project with the Infrastructure and Environment Department.	Planning and Regulatory Services	Completed Q3	Complete	•
<i>Strategy 2: Provide adequate land and infrastructure to support community development and economic activity</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 3: Provide a transport system that supports the safe, reliable and sustainable movement of people and goods for all travel modes</i>						
Develop and implement an integrated transport plan that provides a platform for enabling sustainable travel choices through the city being well connected for business, freight and visitors; a convenient and competitive public transport system; and more compact and mixed land uses to reduce trip lengths and make public transport, walking and cycling more viable. (9.3/3.1)	Ensure delivery of actions and outcomes in the Ipswich City Council Transport Plan (iGo) are achieved.	Work towards a 3-4 year plan, design, procurement and construct to reduce the carryover and avoid any delays in construction due to services authorities and land acquisition matters.	Infrastructure and Environment	The development of the 3 year Capital Works Portfolio and the master schedule allows further clarity of when each of the designs and procurement activities will be undertaken to facilitate timely delivery.	Complete	•
<i>Strategy 4: The city's heritage is conserved</i>						

No key actions identified for delivery in 2019-2020						
Strategy 5: Provide an integrated open space network that is accessible and meets the recreational needs of residents and visitors						
No key actions identified for delivery in 2019-2020						
CARING FOR OUR COMMUNITY						
Goal 3: Create a city that values its past and embraces opportunities to work together for the betterment of the community.						
Strategy 1: Inform, educate and celebrate with the community those elements of our history that have shaped our identity						
Develop a clear understanding of what unites us and forms the city's identity. (9.4/1.1)	Celebration of the contribution of diverse communities.	Develop and implement a Public Art Governance Framework.	Community, Cultural and Economic Development	Community and stakeholder consultation was undertaken in 2019/20 in the development of a draft Public Art Framework which will be consulted with Council in 2020/21. In 2019/20 and into 2020/21 the delivery of the Nicholas Street Development Public Art program is a significant example of Council's approach to public art.	On Target	●
Implement a regular program of community opinion surveys to track changes in the values that impact Council's policy development and service delivery. (9.4/1.4)	Decision making informed by community needs.	Develop and implement a Community Engagement Framework that optimises engagement outcomes and includes a transparent approach to reporting.	Coordination and Performance	The Community Engagement Strategic Framework was finalised as part of Council's Business Transformation Program. The implementation of this framework has not been completed primarily due to impacts of COVID-19. The implementation will occur as part of the 2020/2021 program of work for Council's engagement team.	At Risk	●

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		Develop and deliver a community sentiment survey to measure trust and confidence.	Community, Cultural and Economic Development	Completed Q2	Complete	●
		Develop a strategy/stakeholder engagement framework to advocate for improved and timely delivery of essential services like education.	Coordination and Performance	While development of the framework has commenced, it has been put on hold due to COVID-19 and a refocusing of resources to the creation and delivery of the COVID-19 hub, as well as the co-delivery of the Human Social and Economic Recovery Sub Working Group. The completion of this task will occur as part of the 2020/2021 program of work for Council's engagement team.	At Risk	🕒
		Conduct a review and analysis of the existing Social Policy Framework and commence implementation of a forward program of work.	Coordination and Performance	This project will be delivered over a couple of financial years following a new incoming Council and new Corporate Plan being developed by Council. Research and analysis commenced in 2019-2020. A Platform (Framework) will be finalised over the coming year to align to the United Nations Sustainable Development Goals and strategic priorities of the new corporate plan as it is developed.	On Target	🕒
<i>Strategy 2: Invest in data collection, analysis and targeted research to provide the evidence base for development of strategy and resource allocation.</i>						
Develop greater understanding of community needs through community engagement, research and analysis to inform program, service and facility planning and delivery. (9.4/2.1)	Greater connectedness between data/information and decision making.	Investigate and map educational facilities against current and projected enrolment patterns to inform advocacy to the State government for delivery of new schools.	Coordination and Performance	Completed Q1	Complete	●

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Develop a comprehensive set of indicators to inform the community on the direction of socio-economic change and progress in achieving desired social and economic outcomes. (9.4/2.2)	Community informed and engaged through planned communication.	Develop and implement a digital community engagement platform.	Community, Cultural and Economic Development	Completed Q1	Complete	•
Increase the use of on-line and digital communications to deliver and promote services and information to the community. (9.4/2.5)	Prioritisation and broad integration of the Ipswich Smart City Program.	Develop and implement an enhanced digital platform to enable stronger engagement, communication, and information sharing and research capabilities.	Corporate Services	Completed Q2	Complete	•
<i>Strategy 3: Adopt and deliver an explicit Community Development framework tailored to the needs of our varied communities.</i>						
Facilitate capacity building through a comprehensive community development training program. (9.4/3.2)	Increased resilience through strength of community leadership.	Develop a community funding framework for the arts and cultural sector.	Community, Cultural and Economic Development	The draft Public Art Framework reviews funding options. In July 2020 Council adopted a revised Funding and Support program to deliver greater consistency, timeliness, transparency and service to community groups. The Major and Minor Funding Program has been introduced to specifically support the areas of arts and culture, community development, sport and recreation, environment and sustainability.	On Target	●
Enhance the capacity of the city's community facilities to link community needs with appropriate services (9.4/3.3)	Planning and design of three (3) new community facilities being Redbank Plains South Local Community Centre, Springfield Central	Plan and design three (3) new community facilities being Redbank Plains South Local Community Centre, Springfield Central Hub Library and Rosewood	Infrastructure and Environment	Completed Q1	Complete	•

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	Hub Library and Rosewood Library	Library.				
Ensure the needs of the city's growing child and youth population are incorporated through the adoption of a child and youth friendly community policy. (9.4/3.4)	Closer alignment to child friendly city principles.	Develop a policy framework to ensure that the City's design and service delivery meets the requirements of a child friendly city.	Coordination and Performance	Development of the policy document has been completed. Engagement of the draft policy with Mayor and Councillors for feedback, adoption and launch is included in the 2020-2021 Operational Plan.	Complete	•
<i>Strategy 4: Foster collaboration, partnerships and use of evidence to shape service planning and delivery for the benefit of our communities</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 5: Foster a diverse range of activities to promote sustainable, healthy lifestyles and community well-being</i>						
Develop awareness and education programs relating to health care intervention and prevention, healthy eating, healthy lifestyles and well-	Increased engagement of community members in their own health outcomes.	Research community health outcomes to determine priority focus areas.	Community, Cultural and Economic Development	The Community Development Team has completed an internal research report concerning Mental Health and Wellbeing in Ipswich. This report was developed in consultation with the Darling Downs and West Moreton Primary Health Network and also the West Moreton Hospital and Health Service.	Complete	•

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being. (9.4/5.2)		Analyse data relating to mental health and well-being in the Ipswich region and develop an evidence-based program model.	Community, Cultural and Economic Development	The Community Development Team has completed an internal research report concerning Mental Health and Wellbeing in Ipswich. This report was developed in consultation with the Darling Downs and West Moreton Primary Health Network and also the West Moreton Hospital and Health Service. The Mental Health and Wellbeing in Ipswich report informed the development of evidence-based program model (the Capacity to Care) program which has been piloted using a localised/place-based approach in Rosewood.	Complete	●
Plan and deliver a diverse range of cultural programs to engage the Ipswich community, celebrate Ipswich's cultural heritage and foster cultural development. (9.4/*)	Increased cultural tourism.	Develop a public performance framework to activate public events and spaces.	Community, Cultural and Economic Development	A key priority of the 2020/21 City Events Plan is to increase the development, participation and performance of local arts and culture.	On Target	●
<i>Strategy 6: Build on the success of Council's community safety programs to address new and emerging issues</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 7: Invest in social infrastructure to build a distinctive Ipswich identity and to maximise economic and social outcomes</i>						

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Develop a new Regional Performing Arts Centre in the Ipswich CBD. (9.4/7.2)	Obtain 'in-principle' State and Federal Government support.	Develop and implement a program of work to deliver Council's Arts and Cultural Strategy.	Community, Cultural and Economic Development	The prospect of a new Regional Performing Arts Centre for Ipswich is a legacy proposal. With the Nicholas Street Development a priority for Council and the addition of new facilities such as the Ipswich Showgrounds Convention and Exhibition Centre, the scope and scale of any potential Regional Performing Arts Centre needs to be reconsidered. Until such time as the proposal for a Regional Performing Arts Centre for Ipswich can be reviewed, the 2020/21 City Events Plan and the Arts and Cultural Strategy are progressing Council's engagement in the region's arts and cultural outcomes.	On Target	●
		Deliver output aligned to the Public Art Master Plan for the CBD.	Community, Cultural and Economic Development	The Nicholas Street Development Public Art program is integrated and on track as part of the construction schedule and managed under the established project governance process. Lincoln Austin's 'Standing' has been selected and announced as the major work in the Nicholas Street precinct. The artwork is an interpretation of Ipswich's floral emblem. The secondary works have also been negotiated with contracts delivered and public announcements planned for the near future.	On Target	●
Strategy 8: Develop greater community resilience and readiness						
Work in partnership with other levels of government and other agencies to ensure effective responses to disasters and emergencies. (9.4/8.1)	An approved and endorsed Local Disaster Management Plan is in place with an annual review process	Deliver the annual review of the Local Disaster Management Plan.	Infrastructure and Environment	Completed Q1	Complete	●
CARING FOR OUR ENVIRONMENT						

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Goal 4: Important areas of native habitat and vegetation are conserved, the city's important waterways are protected and their water quality enhanced, and the city responds appropriately to climate change and uses resources prudently.						
Strategy 1: Develop and implement an integrated approach to the planning and management of nature conservation matters in partnership with the community, private land owners and government agencies.						
Provide strategic delivery of environmental offsets across the city. (9.5/2.2)	Delivery of the iconic species programs (Koala, Brush-tailed Rock Wallaby, Platypus, Melaleuca Irbyana and Cooneana Olive)	Implement the koala, Brush-tailed Rock Wallaby and platypus recovery plans in accordance with the 19/20 actions.	Infrastructure and Environment	The koala and Brush-tailed Rock Wallaby recovery plans have been completed in accordance with the 19/20 actions. The platypus plan is still underway and due for completion in May 2021. This remaining action has been captured in the 20/21 program planning.	On Target	●
Strategy 2: Waterways are protected and managed to achieve enhanced environmental, ecological and water quality outcomes.						
Ensure effective catchment and floodplain management. (9.5/3.4)	Develop and implement the Floodplain Management Strategy.	Develop Ipswich Rivers Strategic Floodplain Management Plan.	Infrastructure and Environment	The Ipswich Rivers Strategic Floodplain Management Plan has been renamed and is now the Ipswich Integrated Catchment Plan. We have received three of the six draft technical reports. This deliverable is ongoing as part of the 20/21 Operational Plan.	On Target	●
	Maintain up-to-date flood studies	Undertake new catchment and flood study reports.	Infrastructure and Environment	Completed Q1	Complete	●
	Delivery of catchment corridor plans	Implementation of the Ironpot Creek catchment corridor plan.	Infrastructure and Environment	Design to stabilisation completed. Construction phase moved to 20/21 as part of the Capital program.	Complete	●
Strategy 3: Enhance urban greening.						
Undertake street tree planting and landscaping and protect significant vegetation within road reserves. (9.5/4.2)	Review current maintenance program, including street trees and footpath gardens	Completion of the review of maintenance program.	Infrastructure and Environment	Completed Q3	Complete	●
		Develop open space capital program for Council's consideration.	Infrastructure and Environment	The three year Capital Works Portfolio and the LTFF outlines priorities for open space projects. These have been prioritised based on a methodology.	Complete	●
Strategy 4: Use resources efficiently and sustainably.						

Water is treated as a precious resource within a total water cycle management framework. (9.5/5.3)	Delivery of stormwater improvement projects, including stormwater harvesting, stormwater offsets and rain gardens	Delivery of the stormwater improvement project as identified in the 19/20 capital and operational budgets.	Infrastructure and Environment	Four projects are completed with detailed design ready for implementation in 20/21 as part of the Capital program. Engaged consultant to review implementation plan, identify new sites and policy.	Complete	•
<i>Strategy 5: Improve environmental awareness, education and compliance.</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
LISTENING, LEADING AND FINANCIAL MANAGEMENT						
Goal 5: Visionary and accessible leadership is provided that consults and communicates on key decisions and delivers sound financial management and good governance outcomes						
<i>Strategy 1: The Mayor and Councillors represent the Ipswich community and provide strong visionary leadership</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 2: Provide comprehensive and meaningful community engagement to inform Council decision making</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 3: Implement initiatives that strengthen governance skills and knowledge.</i>						
Councillors and staff are provided with the necessary skills, training and resources to make informed, effective, efficient, impartial and timely decisions. (9.6/3.1)	Council continues to provide training, development and resources to Councillors and staff to enable and support, effective, informed, timely and impartial decision making.	Develop and implement an effective development program for Council leaders to improve alignment with Line of Sight principles and improve support in embracing cultural changes.	Corporate Services	Councillor Induction and Professional Development Program has been successfully completed. Leadership Charter for leaders at all levels was published and communicated. Lunch 'n' Learn series was developed and implemented for Branch Managers to support their leadership development.	Complete	•
		Develop a HR Strategy and business plan that aligns with organisational strategies and goals.	Corporate Services	Completed Q2	Complete	•

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		Implement employee awareness sessions through the Line of Sight program.	Corporate Services	Completed Q1	Complete	•
<i>Strategy 4: Maintain a financially sustainable and resilient approach to budgeting</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 5: Good neighbourly relations are maintained through effective dispute resolution, community education and compliance.</i>						
<i>No key actions identified for delivery in 2019-2020</i>						
<i>Strategy 6: Maintain a consistent and efficient approach to laws and compliance activities across the city.</i>						
Council has local laws that are contemporary, sustainable and efficient for the good governance of the Local Government Area. (9.6/6.3)	The local laws provide clear and consistent outcomes for Council and the community in resolving compliance matters and are reviewed regularly.	Undertake a local law review as part of the Business Transformation Program (TP#9) where amended laws will commence before 31 December 2019.	Coordination and Performance	Completed Q2	Complete	•



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