

Appendix D – LGIP Checklist

Appendix D is part of Statutory Guideline 03/14 – Local government infrastructure plans

Local government infrastructure plan (LGIP) checklist				To be completed by local government		To be completed by appointed reviewer			
LGIP guideline outcome	LGIP component	Number	Requirement	Requirement met (yes/no)	Local government comments	Compliant (yes/no)	Justification	Corrective action description	Recommendation
Review principles: <ul style="list-style-type: none"> A reference in the checklist to the LGIP Template is taken to include a relevant reference to the SPA, statutory guideline for LGIPs, statutory guideline for MALPI or the Queensland Planning Provisions (QPP). Compliance requirements are not limited to the requirements listed in the checklist. 									
The LGIP is consistent with the legislation and statutory guideline for LGIPs	All	1.	The LGIP sections are ordered in accordance with the LGIP template.	Yes	"As Insite are preparing the LGIP, it is their responsibility to develop the LGIP document, in accordance with the template (assuming they have been engaged to develop it in this way) Councils role is to review and approve"	Yes	States LGIP Template document has been used as the basis of Bananas LGIP		LGIP may proceed
		2.	The LGIP sections are correctly located in the planning scheme.	Yes		Yes	The current Planning Scheme was developed in 2005 and precedes the QPP provisions. Council has advised that it is in the process of updating its Planning Scheme to meet current requirements however this process will not be completed by June 2018. Hence, in the short term, the LGIP will reside in the existing Schemes being used by Council for the Banana Shire and Taroom Shire.	LGIP is to be located in existing Planning Schemes as appropriate	LGIP may proceed
		3.	The content and text complies with the mandatory components of the LGIP template.			Yes	The States template has generally been used in developing the LGIP. Those sections which are optional for low and no growth local governments with small population town centres (e.g. Infrastructure demand) have not been used in the text (although, in the case of infrastructure demand, planned density and demand generation rates are provided in Table SC 1.1.5)		LGIP may proceed
		4.	Text references to numbered paragraphs, tables and maps are correct.			Yes			LGIP may proceed
	Definitions	5.	Additional definitions (to those in the QPP) do not conflict with statutory requirements.			NA	No additional definitions cited		LGIP may proceed
	Preliminary section	6.	The drafting of the Preliminary section is consistent with the LGIP template.			Yes	The States LGIP Template document has been used as the basis of Bananas LGIP with only minor amendments		LGIP may proceed
		7.	All five trunk networks included in the LGIP. If not, which networks are excluded? Why have these networks been excluded?	No		Yes	Stormwater and most roads No GIS information	Only Stormwater trunk infrastructure is excluded from Councils LGIP due to a lack of accurate GIS information. Council has confirmed that Road transportation will be included in the LGIP and Schedule of Works Mapping has been provided for all four (4) trunk infrastructure types (water services, sewerage, transportation and parks)	LGIP may proceed
	Planning assumptions - structure	8.	The drafting of the Planning assumptions section is consistent with the LGIP template.			Yes	Drafting of Planning Assumptions is consistent with LGIP structure. Minor errors in detail addressed as part of the review		LGIP may proceed

		9.	All the projection areas listed in the tables of projections are shown on the relevant maps and vice versa.			Yes	Projection areas listed in tables SC 1.1.1 – SC 1.1.4 are readily identifiable on a single map. The Priority Infrastructure Areas (PIAs) specifically reflect those areas within the Shire that have the capacity to accommodate growth. The PIA maps allow for identification of sites at the lot level.		LGIP may proceed
		10.	All the service catchments listed in the tables of projected infrastructure demand are identified on the relevant PFTI maps and vice versa.			Yes	Those areas identified in Tables SC 1.1.6-1.1.9 are readily identifiable in the Council Plans for Trunk Infrastructure (PFTIs). These plans identify major urban areas. However, the specific water services catchment boundaries are not clearly illustrated on the Plans for Trunk Infrastructure. Council has advised that, in the case of Transport and Regional/Metro Parks, the catchment areas is the whole of Shire. This is a reasonable assumption. However, the specific water services and sewerage catchment boundaries should be shown on the PFTIs for the relevant areas.	Council to show the service catchments for Water and sewerage on the relevant PFTIs	LGIP may proceed subject to condition.
Planning assumptions - methodology		11.	The population and dwelling projections reflect those prepared by the Qld Government Statistician (as available at the time of preparation).	Yes		Yes	The population and dwelling projections shown in Tables 1.2 and 1.3 are broadly consistent with QGSO estimates for growth 2016-2031. There are minor anomalies in the ultimate population and dwelling figures cited in Tables 1.2 and 1.3 and those contained in Tables SC 1.1.1. and 1.1.3. As part of the review process, Council demonstrated how the allocation of growth in residential projections was undertaken. This includes a combination of “top down” assessment (reflecting QGSO estimates) and market expectations for growth and a “bottom up” estimate using a combination of known sites and development density projections contained in Table SC 1.1.5.	Minor misalignment in estimates of Ultimate Population between Tables 1.2, 1.3 and SC 1.1.1, 1.1.3 to be resolved.	LGIP may proceed
		12.	The employment and non-residential development projections align with the available economic development studies, other reports about employment or historical rates for the area.		No information available on employment. GIS layer available for 'commercial' GFA	Yes	The non-residential growth profile shown in Tables 1.2 and 1.3 is broadly consistent with QGSO estimates for growth (2016-2031). Growth in employment and GFA broadly align with anticipated growth in residential population across the region. The apparent anomaly in the estimate of Ultimate GFA (with Table 1.3 suggesting an ultimate GFA of just over a million square meters and the more detailed estimate contained in table Sc 1.1.4 suggesting a figure of 6.2 million) was discussed in detail. Council has advised that the difference arises due to the large areas of land which are currently zoned “Special Industry”. These are currently outside the PIA and are intended to make provision for the power station and nitrate plant. As these areas are outside the PIA and		LGIP may proceed

						are considered unlikely to be developed, they have been excluded from the main assumptions contained in Table 1.3.		
		13.	The developable area excludes all areas affected by absolute constraints such as steep slopes, conservation and flooding.			Yes	Developable Area is defined in the Planning Scheme. This reflects the relevant constraints which are identified in Overlay Maps. The PIA has been developed to reflect these Planning Scheme Assumptions.	LGIP may proceed
		14.	The planned densities reflect realistic levels and types of development having regard to the planning scheme provisions and current development trends.		Confirmed	Yes	With the exception of Parks and land for community infrastructure, the planned density projections (Water 2.5EP/dwelling; Sewer 2.1 EP/dwelling; Transport 10trip/dwelling) reflect local conditions and are broadly consistent with figures used by other LGAs. The estimated demand for parks and land for community infrastructure (at 0.5ha/1000) is lower than that used by other Councils and inconsistent with the rate of land provision suggested in Table 1.4.6.	Council to review demand generation rates for park and land for community infrastructure
		15.	The planned densities account for land required for local roads and other infrastructure.		Confirmed			LGIP may proceed
		16.	The population and employment projection tables identify "ultimate development" in accordance with the QPP definition.			Yes	We accept that 15-year projections meet the states statutory requirements	LGIP may proceed
		17.	Based on the information in the projection tables and other available material, it is possible to verify the remaining capacity to accommodate growth, for each projection area.			Yes	The LGIP Tables of projected growth (SC 1.1.1-1.1.4) clearly identify Councils expectations within the PIA areas as well as growth outside the 15-year planning horizon. When combined with the PIA mapping, it is possible to identify remaining capacity within each PIA area at the lot level.	LGIP may proceed
		18.	The planning assumptions reflect an efficient, sequential pattern of development.			Yes	Council has outlined its process for determining a PIA which reflects an efficient, sequential pattern of development. This has been done through consideration of a combination of QGSO growth projections, local knowledge and market expectations. The nature of the local economy (specifically its exposure to resources) means that forecasting growth can be problematic. However, Council demonstrated its intent to respond flexibility to changing needs as they arise.	LGIP may proceed
		19.	Has the Department of Transport and main Roads or any relevant distributor-retailer been consulted in the preparation of the LGIP? What was the outcome of the consultation?	Yes	No issue (verbal)	Yes	Council has advised that they have discussed the LGIP with DTMR at their regular meetings and that no issues have been identified to date.	LGIP may proceed
	Planning assumptions - demand	20.	The infrastructure demand projections are based on the projections of population and employment growth.	Yes	Combined with logical replacement of aging assets, some 'bring forward' aspects may exist	Yes	Infrastructure demand projections contained within the LGIP are consistent with Tables SC 1.1.1 and 1.1.2 being able to be reconciled with Tables 1.1.6-1.1.9 by applying the demand generation rates contained in Table SC 1.1.5. This internal consistency combined with the external check of alignment of growth with QGSO figures suggest that the projections are	Council to reconcile demand projections for parks contained in the Schedule of Works with those contained in Table SC 1.1.9

						robust. The demand figures used in the Schedule of Works model for parks is not consistent with those contained in Table Sc 1.1.9.		
		21.	The demand generation rates align with accepted rates and/or historical data.			Yes	Demand Generation Rates contained in Table SC 1.1.5 are consistent with historical data, estimates used by other Councils and have been applied consistently within the LGIP itself	LGIP may proceed
		22.	The service catchments used for infrastructure demand projections are identified on relevant PFTI maps and demand tables.			No	Specific catchment boundaries are not clearly illustrated on the Plans for Trunk Infrastructure. Council has advised that, in the case of Transport and Regional/Metro Parks, the catchment areas is the whole of Shire. This is a reasonable assumption. However, the specific water services and sewerage catchment boundaries should be shown on the PFTIs for the relevant areas.	Council to show the service catchments for Water and sewerage on the relevant PFTIs LGIP may proceed subject to condition
		23.	The service catchments for each network cover, at a minimum, the PIA.			Yes	As outlined above, the service area for transport and parks covers the entire shire. Review of the scale of water and sewerage service infrastructure (undertaken on site) demonstrates that the water/sewer infrastructure service areas encompass Councils PIA	LGIP may proceed
		24.	The Asset Management Plan and Long Term Financial Forecast align with the LGIP projections of growth and demand. If not, is there a process underway to achieve this?	No		Yes	Council has provided evidence that the Long Term Financial Forecasts includes the cost of provision of trunk infrastructure at a program level. Councils existing LTAMPs are not currently aligned with the LGIP. However, Council has a process for alignment of the LGIP and the LTAMPs which is consistent with the requirements of the Ministers Guidelines for this item	Council to continue with the process of aligning the LTAMPs with the LGIP LGIP may proceed
	Priority infrastructure area (PIA)	25.	The drafting of the PIA section is consistent with the LGIP template.		As Insite are preparing the LGIP, it is their responsibility to develop the LGIP document, in accordance with the template (assuming they have been engaged to develop it in this way) Councils role is to review and approve	Yes	The draft LGIP is consistent with the States template	LGIP may proceed
		26.	Text references to PIA map(s) are correct.			Yes	References in the SOW align to those contained in the PIFTIs. Minor errors identified in the review process have been addressed	LGIP may proceed
		27.	The PIA boundary shown on the PIA map is legible at a lot level and the planning scheme zoning is also shown on the map.	Yes		Yes	The PIA drawing is shown at a scale that facilitates identification at the lot level. The Planning Scheme zoning is included on the PIA maps.	LGIP may proceed
		28.	The PIA includes all areas of existing urban development serviced by all relevant trunk infrastructure networks at the time the LGIP was prepared.	Yes		Yes	The PIA includes all areas that have been identified as having growth potential and which are currently served by trunk infrastructure. Councils process for determining the PIA is discussed in questions 9 and 18.	LGIP may proceed
		29.	The PIA accommodates growth for at least 10 years but no more than 15 years.			Yes	Determination of the PIA has been made to	LGIP may proceed

						deliver the 10-15-year growth forecast by QGSO		
	30.	Are there areas outside the PIA for which the planning assumptions identify urban growth within the next 10 to 15 years? If so, why have these areas been excluded from the PIA?		No		Councils response is compliance – refer responses to questions 27 and 28		LGIP may proceed
	31.	The PIA achieves an efficient, sequential pattern of development.				Yes The PIA aligns with the settlement pattern prescribed in the Planning Scheme and has been developed as a least cost probable pathway for growth.		LGIP may proceed
Desired standards of service (DSS)	32.	The drafting of the DSS section is consistent with the LGIP template.	Yes	As Insite are preparing the LGIP, it is their responsibility to develop the LGIP document, in accordance with the template (assuming they have been engaged to develop it in this way)	Yes	the Desired Standards of Service (DSS) includes both qualitative and quantitative design criteria for all networks covered under this LGIP. The quantitative criteria are typically referenced to the Capricorn Municipal Development guidelines which are an accepted industry standard for the region.		LGIP may proceed
	33.	The DSS section states the key planning and design standards for each network.	Yes	Councils role is to review and approve	Yes	Key design criteria are readily identifiable either in the LGIP itself or in the externally referenced Capricorn Municipal Development Guideline.		LGIP may proceed
	34.	The DSS reflects the key, high level industry standards, regulatory and statutory guidelines and codes, and planning scheme policies about infrastructure.	Yes		Yes			LGIP may proceed
	35.	There is alignment between the relevant levels of service stated in the local government's Long-Term Asset Management Plan (LTAMP) and the LGIP. If not, is there a process underway to achieve this?			Yes	Councils proposal to align the LTAMPs with the LGIP is consistent with its obligations	Council to continue the process of aligning the LTAMPs with the LGIP	LGIP may proceed
Plans for trunk infrastructure (PFTI) – structure and text	36.	The drafting of the PFTI section is consistent with the LGIP template.	Yes	"As Insite is preparing the LGIP, it is their responsibility to develop the LGIP document, in accordance with the template (assuming they have been engaged to develop it in this way) This is based on the maps provided by Council. Councils role is to review and approve"	Yes	PFTI Mapping is clear and concise.		LGIP may proceed
	37.	PFTI maps are identified for all networks listed in the Preliminary section.	Yes		Yes	Separate maps have been developed for each of the four (4) trunk infrastructure classes covered under the LGIP		LGIP may proceed
	38.	PFTI schedule of works summary tables for future infrastructure are included for all networks listed in the Preliminary section.	Yes		Yes	SOW tables are included in the LGIP in a format consistent with the states guidelines. Works contained in the SOW tables are readily identifiable on the PIFTI maps. Minor misalignments have been addressed as part of the review.		LGIP may proceed
PFTI – Maps <i>[Add rows to the checklist to address these items for each of the networks]</i>	39.	The maps clearly identify the existing and future trunk infrastructure networks distinct from each other.	Yes		Yes	Separate Map sets are provided for each trunk infrastructure network		LGIP may proceed
	40.	The service catchments referenced in the SOW model and infrastructure demand summary tables are shown clearly on the maps.				Future works are clearly labelled and can be reconciled with the SOW		LGIP may proceed
	41.	Future trunk infrastructure components are identified (at summary project level) clearly on the maps including a legible map	Yes		Yes	Works contained in the SOW tables are readily identifiable on the PIFTI maps. Minor misalignments have been addressed as part of the review.		LGIP may proceed

		reference.						
	42.	The infrastructure map reference is shown in the SOW model and summary schedule of works table in the LGIP.	Yes		Yes			LGIP may proceed
Schedules of works <i>[Add rows to the checklist to address these items for each of the networks]</i>	43.	The schedule of works tables in the LGIP complies with the LGIP template.	Yes		Yes	SOW tables are included in the LGIP in a format consistent with the states guidelines.		LGIP may proceed
	44.	The identified trunk infrastructure is consistent with the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules.	Yes		Yes	Scope of trunk infrastructure is consistent with that contained in the Ministers guideline		LGIP may proceed
	45.	The existing and future trunk infrastructure identified in the LGIP is adequate to service at least the area of the PIA.	Yes		Yes	Councils infrastructure Planning (as referenced in the extrinsic material contained in Table 1.5.2 of the LGIP) was discussed at the site meeting and provides the basis for the SOW required to accommodate growth		LGIP may proceed
	46.	Is there alignment of the scope, estimated cost and planned timing of proposed trunk capital works contained within the Schedule of Works and the relevant inputs of the LTAMP and LTFF? If not, is there a process underway to achieve this?	Yes		Yes	Scope cost and timing of trunk infrastructure is consistent within the LGIP. The SOW has been reconciled with the LTFF at program level. At present the LGIP does not align with the LTAMPs. Council have developed a process for alignment of the LGIP with the LTAMP.	Council to continue the process of aligning the LTAMPs with the LGIP	LGIP may proceed
	47.	The cost of trunk infrastructure identified in the SOW model and schedule of works tables is consistent with legislative requirements.	Yes		Yes			LGIP may proceed
SOW model	48.	The submitted SOW model is consistent with the model included with the statutory guideline for LGIPs.	Yes		Yes	Council has applied the current version of the SOW Model.		LGIP may proceed
	49.	The SOW model has been prepared and populated consistent with the statutory guideline for LGIPs and its User manual for the SOW model.			Yes			LGIP may proceed
Extrinsic material	50.	All relevant background studies and reports in relation to the preparation of the LGIP are available and identified in the list of extrinsic material in the LGIP guideline.	Yes		Yes	Table 1.5.2 of the existing LGIP includes a tabular summary of key relevant documents.		LGIP may proceed