

7.12. SCHOOL TRANSPORT INFRASTRUCTURE PROGRAM TRANCHE 9 AND FUTURE SUBMISSIONS

REPORT AUTHOR	Project Engineer
MANAGER	Manager Infrastructure
DEPARTMENT	Infrastructure Planning and Delivery

RECOMMENDATION

That Council:

1. Endorse the Ulysses Avenue, Craiglie footpath project funding application to the Department of Transport and Main Roads for funding under the School Transport Infrastructure Program Tranche 9; and
2. Endorse the Snapper Island Drive, Wonga Beach raised priority crossing project funding application to the Department of Transport and Main Roads for funding under the School Transport Infrastructure Program Tranche 9.

EXECUTIVE SUMMARY

Douglas Shire Council has identified critical gaps in the local footpath network, particularly along school routes, which have raised significant community concern regarding child safety. In response, Council proposes to address these missing links through funding available under the School Transport Infrastructure Program (STIP) Tranche 9, recently announced by the Department of Transport and Main Roads (TMR).

Three priority infrastructure projects have been identified as eligible under the STIP guidelines. Council endorsement is sought to submit two of these projects for 100% funding under STIP Tranche 9.

BACKGROUND

Missing links have been identified in the local footpath network, particularly along school routes. These gaps in infrastructure frequently generate public complaints, with a strong focus on concerns about child safety.

These proposed infrastructure upgrades fall within the scope of the School Transport Infrastructure Program (STIP).

STIP provides specific funding to improve the safety and operation at schools through new or improved infrastructure at the school and/or on the surrounding road network. Council previously submitted a funding application under Tranche 8, which was supported, but ultimately not funded due to limited remaining funds. The Department of Transport and Main Roads (TMR) has now invited Council to resubmit the proposal under the recently announced Tranche 9.

The following projects have been identified as future priorities and as suitable submissions under STIP:

1. Ulysses Avenue, Craiglie Footpath
 - Construct 210m of new footpath to complete a missing link.
 - Estimated Cost: \$247,232 (excl. GST)

- Refer to Figure 1
2. Snapper Island Drive, Wonga Beach – Raised Priority Crossing
 - Construct a raised pedestrian crossing to improve safety and visibility.
 - Estimated Cost: \$208,754 (excl. GST)
 - Refer to Figure 2
 3. Endeavour Street, Port Douglas Footpath
 - Construct 580m of new footpath to complete a missing link.
 - Estimated Cost: \$578,125 (excl. GST)
 - Refer to Figure 3

Council endorsement is sought to submit Projects 1 and 2 under STIP Tranche 9 for 100% funding, as advised by TMR.

Additionally, since Project 3 requires more than 50% co-contribution which is not available in time for submission under STIP Tranche 9, project 3 will be considered for future funding opportunities subject to Council contribution requirements and budget.



Figure 1: Ulysses Avenue Footpath – Locality



Figure 2: Snapper Island Drive Raised Priority Crossing – Locality



Figure 3: Endeavour Street Footpath – Locality

COMMENTS

Douglas Shire Council has previously been successful with STIP funding and recently constructed the St Crispins footpath and Alexandra Bay State School footpath under this funding stream.

Applications for STIP Tranche 9 close 31 October 2025.

PROPOSAL

That Council:

1. Endorse the Ulysses Avenue, Craiglie footpath project funding application to the Department of Transport and Main Roads for funding under the School Transport Infrastructure Program Tranche 9; and
2. Endorse the Snapper Island Drive, Wonga Beach raised priority crossing project funding application to the Department of Transport and Main Roads for funding under the School Transport Infrastructure Program Tranche 9.

FINANCIAL/RESOURCE IMPLICATIONS

The funding submissions under STIP Tranche 9 are for 100% funding.

RISK MANAGEMENT IMPLICATIONS

The proposed projects directly respond to community-raised safety concerns, particularly around key school routes used by children. If funding is not secured, these projects will be unable to proceed, leaving identified safety risks unaddressed.

SUSTAINABILITY IMPLICATIONS

Economic: Nil

Environmental: Nil

Social: The projects support improved pedestrian safety, particularly for school-aged children, thereby contributing to a safer and more inclusive community.

CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE

This report has been prepared in accordance with the following:

Corporate Plan 2025-2030 Initiatives:

Theme 3 - Service Delivery

We deliver Council services effectively and efficiently to meet community expectations, focusing on the wellbeing of both the community and our employees.

3.3 - Focus on safety and wellbeing - of the community and employees.

3.7 - Identify and manage risk.

Operational Plan 2025-2026 Actions:

New project arisen during the financial year.

COUNCIL'S ROLE

Council can play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:

Advocate Council makes representation on behalf of the community on important issues, funding opportunities, projects and programs. Council will use its influence to seek the best outcomes for the community.

CONSULTATION

Internal: Operations and Maintenance team

External: Department of Transport and Main Roads, Port Douglas State School, Wonga Beach State School

COMMUNITY ENGAGEMENT

Responses to various customer requests and complaints.

ATTACHMENTS

1. School Transport Infrastructure Program Guidelines [7.12.1 - 11 pages]



School Transport Infrastructure Program Development Guidelines

(A sub-program of the Targeted Road Safety Program)

August 2025

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School Transport Infrastructure Program: Development Process

1. Nominee submits STIP Ideas Application form.
2. Safe School Travel (SafeST) investigation and recommendation.
 - For non-STIP treatment: Issues can be resolved without new or improved infrastructure.
 - For STIP Nomination treatment: Proceed to Step 3.
3. Responsible Asset Owner(s) investigates and, if feasible, completes a STIP Nomination form.
4. Technical assessment and approval.
5. Director-General approval.
6. Notification.

1. What is the School Transport Infrastructure Program?

The School Transport Infrastructure Program (STIP) provides specific funding to improve the safety and operation at schools through new or improved infrastructure at the school and/or on the surrounding road network.

The program complements other ongoing initiatives to improve safety in and around Queensland schools including the Flashing School Zone Signs Program, the School Crossing Supervisor Scheme and the Community Road Safety Grants Program.

1.1 Program desired outcomes

The desired outcome of the STIP is to construct new or improve transport related infrastructure at the school and/or on the surrounding road network to:

- improve the safety and operation of transport at schools, and
- provide long term road safety improvements for all road users travelling to and from a school and/or travelling near a school environment in Queensland.

1.2 Roles and responsibilities

- The **Approver** for a STIP Nomination is the Director-General, TMR
- The **Nominee** is a person and/or organisation who submits a STIP idea.
- **Registered Professional Engineer – Queensland** is a person registered in Queensland able to undertake professional engineering service under the *Professional Engineers Act 2002*.
- **Responsible Asset Owner (RAO)** is the school (the person with authority to approve capital works) and/or the road authority that owns/controls the land that the infrastructure is to be constructed on. The RAO is responsible for submitting the final nomination.
- **STIP Programming Team** the team responsible for the development of STIP.
- **STIP Team** is the team who is accountable to delivering approved STIP nominations.

- **STIP Technical Committee** will consist of relevant road safety practitioners with technical and project experience within TMR. Representatives from the Queensland Department of Education and Department of Local Government are also members of the Technical Committee.
- **Queensland Department of Transport and Main Roads (TMR) Managers (Road Safety)** are responsible for road safety service delivery, promotion, consultation and engagement within their respective local area. (see **Section 7.1 Contact Information for current list of TMR Managers (Road Safety)**).

2. Eligibility

2.1 Schools that are eligible for STIP

The following Queensland schools are eligible for STIP funding:

- state schools (primary, special, secondary, state colleges, outdoor and environmental education centres, Schools of Distance Education)
- independent schools
- catholic schools
- Trade Training Centres (such as those associated with Queensland secondary schools; excluding those located on TAFE campuses).

2.2 Institutions that are not eligible for STIP

The following institutions are not eligible for STIP funding:

- tertiary institutions
- TAFE Colleges
- kindergartens
- day care centres.

2.3 What infrastructure works are eligible for STIP?

While not exhaustive, the following list of transport related infrastructure improvements at schools and/or surrounding road networks are considered typical works that are eligible for STIP funding:

- Construction / upgrading of bus set-down areas, indents/ bays, parking bays and/or turn-around areas
- Construction / upgrading of bikeways and shared pathways
- Installation / upgrading of traffic signals and other intersection improvements
- Construction / upgrading or extension of Stop, Drop and Go zones
- Construction / upgrading of pedestrian pathways, fencing and barriers
- Installation / upgrading of pedestrian refuges and crossings
- Provision / upgrading of bike racks / cages / parking facilities and shelters for public and active transport users
- Installation / upgrading of bus stops on school bus routes
- Installation of kerb extensions
- Creation of new school zones and associated signage

- Construction or extensions of school parking facilities directly improving the safety and efficiency of the surrounding network
- Installation / upgrading of other signage, line-marking or pavement marking to improve safety or compliance.

2.4 What is not eligible for STIP?

While not exhaustive, the following are not eligible to be funded by STIP:

- Maintenance of any new or existing school transport safety infrastructure (existing or new)
- Purchase of road-building plant or equipment
- Employment of School Crossing Supervisors and wages for staff monitoring school loading zones
- Development and/or delivery of educational programs
- Any infrastructure at new schools. Generally, a school is considered as a 'new school' within six years of its completion build date.

3. Funding arrangements

3.1 What funding is available for a project?

The maximum amount of state funding (provided through the STIP) available for a project is \$250,000, regardless of the total project cost. STIP funding over \$250,000 is only provided in special circumstances at the discretion of the Approver.

It is expected that projects will be funded at a 50:50 subsidy basis (for example co-funding between TMR and Local Government), noting that projects may be funded up to 100 per cent at the discretion of the Approver.

3.2 Are there any special considerations for projects valued at over \$250,000?

The Department of Transport and Main Roads (TMR) can refer projects to the Approver where the identified scope of works cannot be achieved within the state funded \$250,000 limit and the project proposal addresses an identified road safety issue.

Only the Approver has the authority to approve a project that exceeds the \$250,000 state funding limit.

4. Applying for STIP

Applying for STIP funding is a two-stage process.

4.1 Stage 1 – Submitting a STIP Idea

4.1.1 Who can submit a STIP Idea?

A STIP idea can be submitted by nominee from a:

- State and non-state schools, including Parents and Citizens and Parents and Friends Associations
- Member of the community

- Road authority
- Member of Parliament.

STIP ideas must be completed on the *STIP Idea Application form* and must address all the requirements of this form and ensure it addresses the concern for new or improved transport related infrastructure at the school and/or surrounding road network.

The completed *STIP Idea Application form* is to be submitted by email to the STIP Programming team on STIP@tmr.qld.gov.au.

The *STIP Idea Application form* can be accessed on the TMR website at [School Transport Infrastructure Program \(Department of Transport and Main Roads\)](#).

4.1.2 SafeST Investigation

The TMR Manager (Road Safety) will arrange for a Safe School Travel (SafeST) investigation to assess the identified issue and consider various road safety treatment approaches.

At the completion of the SafeST investigation, the TMR Manager (Road Safety) will recommend one of the following options to the nominee and relevant Responsible Asset Owners (RAOs):

1. *Non-STIP treatment approach*: This means, the issue can be resolved without new or improved infrastructure. The TMR Road Safety team will work with the nominee and other relevant stakeholders to implement the outcomes of the SafeST investigation.
2. *STIP Nomination treatment approach*: This means, the issue could be resolved through new or improved transport related infrastructure at the school and/or on the surrounding road network.

If a STIP Nomination treatment is recommended, the process to full STIP Nomination is required to be investigated and progressed by the relevant RAOs (see **Section 4.2 – Completing a STIP Nomination**).

4.2 Stage 2 – Completing a STIP Nomination

Responsible Asset Owner(s) (RAOs) are responsible for completing the STIP Nomination form.

The TMR Manager (Road Safety) will keep the nominee informed of the process and work with relevant stakeholders to support the RAOs in completing the STIP Nomination form. This support will include:

- Coordinating with the relevant RAOs to confirm their support to develop, construct and ultimately own and maintain the infrastructure work outlined in the STIP Nomination form.
- Supporting the RAO in obtaining endorsement by a Registered Professional Engineer - Queensland (RPEQ).
- Ensuring all documents required to support a STIP Nomination have been fully completed by the RAO (see **Section 5.2. Documentation Requirements**).

The completed STIP Nomination (including all required supporting documentation) is to be submitted by the RAOs to the relevant TMR Manager (Road Safety).

4.2.1 Costs that can be included in the STIP Nomination

All costs associated with pre-construction, construction and finalisation activities of delivering the project can include:

- Direct administration costs of the projects
- Detailed design
- Construction (including traffic management, contactors and materials)

- Post construction / finalisation costs
- Contingency.

5. STIP Nomination Requirements

5.1 Who Needs to Approve and Develop the Nomination?

Due to ongoing ownership and maintenance of all infrastructure that is approved and delivered through the STIP process, a STIP Nomination is required to be both approved and developed (or commissioned) by the RAOs.

A RAO is the school and/or the road authority that owns/controls the land where the infrastructure will be built or has entered into an agreement with the landowner to allow construction on that land.

If more than one RAO are involved to deliver the proposed infrastructure, then a joint STIP Nomination will be required to be approved by both RAOs.

All STIP Nominations are to be endorsed by a registered RPEQ engineer

All endorsements and approvals are captured through the completion and signing of the *STIP Signature Endorsement and Approval form* (see **Section 5.2 Documentation Requirements**).

5.2 Documentation Requirements

A well-developed STIP Nomination provides sufficient information to be assessed to enable a funding decision to be approved. This will include sufficient detail to support the cost estimate provided.

Documents required to be submitted for a STIP Nomination are listed in the below table:

Document	Notes
STIP Nomination form	To be completed as per outcome of the SafeST investigation in section 4.2. Completing a STIP Nomination
STIP Idea Application form	Required for all STIP Nominations. Is the initial form required to be submitted by a nominee who identifies a safety concern at a school and/or surrounding road network and will be subject to a Safe School Travel (SafeST) investigation by the local TMR, Road Safety team.
SafeST Investigation Outcome form	Required for all STIP Nominations. Captures the SafeST investigation outcome, undertaken by a member of the TMR Road Safety team, for the location identified by a nominee.
Concept layout plans, drawings and documents outlining the work being proposed	Required for all STIP Nominations.
STIP Signature Endorsement and Approval form	Required for all STIP Nominations. Completed and signed by all necessary persons outlined in the form.
Cost Estimate Breakdown	Required for all STIP Nominations.

Document	Notes
	Provide sufficient details for a complete understanding of where the costs are to be incurred. Include total project costs including Administration, Design and other Pre-Constructions Activities. Include contingency appropriate for the development level of this project proposal
Locality Map	Required for all STIP Nominations.
Site Photos	Required for all STIP Nominations.
Project Proposal / Scoping document	Optional - a project proposal can be submitted as additional supporting information.
Supporting crash statistics. (Crash Analytics Reporting System - CARS, police data or other verified sources may be used)	Optional - Only required if crash history has been provided in the STIP Nomination form.
Crash diagram	Optional - Only required if crash history has been provided in the STIP Nomination form.
Road Safety Assessments / Technical Investigations / Other Site Assessment reports	Where applicable.
Site condition reports, Planning studies, investigation reports, etc.	Where applicable.
Media, Newspaper Clippings, etc that highlight the need for the Project	Where applicable.

6. Assessment and Approval

6.1 Assessment process

All STIP Nominations will be assessed and prioritised for funding through six stages.

6.1.1 Technical Assessment (Stage 1)

Technical assessment undertaken by TMR where all projects will be assessed to determine if nominations are fit-for-purpose and have provided the necessary technical supporting information.

As part of the technical assessment stage, the soundness of the estimated costs provided will be reviewed to ensure the treatments listed can be delivered for the costs indicated.

During this stage, extra information and/or clarification on nominations may be sought.

6.1.2 Benefits Assessment (Stage 2)

A **benefit assessment** will be undertaken for all full STIP Nominations submitted. These are assessed by TMR using a weightings system built on three key themes:

- School transport analysis based on the proposed projects impact on transport to, from and within the school

- Community transport analysis based on the proposed projects impact on general community transport
- Economic analysis based on a quantitative assessment of the project cost and the level of funding being sought.

6.1.3 Technical Committee Review (Stage 3)

A STIP Technical Committee will review all nominations to ensure compliance to STIP requirements, and consistency and completeness of all nominations received.

A STIP Nomination will **not** be progressed further without endorsement by the STIP Technical Committee.

6.1.4 Initial Prioritisation (Stage 4)

Following the Technical Committee review, a recommended draft prioritised list will be provided to the Approver for consideration.

6.1.5 Departmental Consultation (Stage 5)

Departmental consultation will be conducted following the development of the recommend draft prioritised list from stage 4. The Approver has discretion to reprioritise based on considerations that have been brought to the Approver's attention by the Minister for Transport and Main Roads and other stakeholders.

A final prioritised list of recommendations for funding under STIP is completed as part of this stage.

6.1.6 Final Approval and Announcement (Stage 6)

Approval and advice of the finalised list of successful nominations is undertaken by the Approver.

6.2 Notifying nominees of STIP Nomination outcomes and conditions of funding

All nominees and Responsible Asset Owners (RAOs) will be advised of their STIP Nomination outcomes.

Written confirmation is sent to RAOs for successful STIP Nominations containing details of any specific conditions attached to the funding arrangements.

RAOs will be informed of the Deed of Agreement, reporting and acquittal process that will be required.

Written confirmation is sent to unsuccessful STIP Nominations to explain and describe why the STIP Nomination was ineligible and/or did not achieve road safety benefits to be prioritised for STIP funding.

Unsuccessful STIP Nominations could be further developed with the TMR Manager (Road Safety) and relevant RAOs for later funding rounds.

7. Contact Information

7.1 TMR Road Safety contacts

Local TMR Road Safety staff can be contacted through the following telephone numbers:

South-east Queensland

Phone: 1300 360 135 - then select from the following options:

Press '1' for Brisbane Southside, Redlands, Ipswich, Lockyer Valley and surrounding areas

Press '2' for Scenic Rim, Logan, Gold Coast and surrounding areas

Press '3' for Brisbane North, Indooroopilly, Redcliffe and surrounding areas

Press '4' for Sunshine Coast, Caboolture, Somerset region and surrounding areas

Southern Queensland

Bundaberg, North Burnett and surrounding areas: 0409 876 384

Gympie, South Burnett, Fraser Coast and surrounding areas: 0428 340 464

Roma, Charleville, Maranoa and surrounding areas: 0475 247 388

Toowoomba and surrounding areas: 0438 390 826

Warwick, South West, Goondiwindi and surrounding areas: 0409 870 433

Central Queensland

Emerald: (07) 4983 8747

Mackay: (07) 4951 8331

Rockhampton: (07) 4931 1656

Gladstone: (07) 4931 1690

Northern Queensland

Cairns: (07) 4045 8516

Townsville: (07) 4758 7505

7.2 Enquiries

Enquiries about submitting STIP ideas and/or road safety concerns should be directed to the relevant TMR Road Safety staff as per contact details listed in **Section 7.1 TMR Road Safety contacts**.

For any queries relating to aspects of the STIP, including further details on processes, delivery, complaints and feedback, and funding decisions should be directed to the STIP Programming Team by email on STIP@tmr.qld.gov.au.

TMR will endeavour to ensure enquiries are resolved promptly, fairly and confidentially.