



PLANEASE

PlanEase

Technical and Functional Overview

PlanEase connects approval conditions, project teams, evidence and lodgement requirements in one structured delivery environment.

Version 1.0, August 2026

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1.0

About this document

What this document sets out, and who PlanEase is for.

This document sets out the technical, integration and functional capabilities of PlanEase as at August 2026. Sections 2.0 to 4.0 state each capability as a numbered clause; section 5.0 restates them as a single listing.

PlanEase is a structured delivery environment for Queensland development approvals: the approval, the team, the evidence and the lodgement preparation are all connected to the same condition register. It is built for Queensland councils and EDQ processes.

It is used by developers, consultants, contractors and government, who work from the same shared register.

2.0

Technical

How the application is delivered, where data is held, and how access is controlled.

PE1 Web application

PE1.1

Browser access

PlanEase works in modern browsers. It is delivered as a hosted service.

PE1.2

Installable app and mobile experience

PlanEase is installable as an app, with a dedicated mobile experience.

PE2 Data

PE2.1

Storage and backup

Core application data is protected by continuous point-in-time backup with a 35-day recovery window. Document storage keeps prior versions of files.

PE2.2

Encryption

Data is encrypted in transit and at rest.

PE2.3

Data residency: hosted in Australia

Customer project data is hosted in the AWS Sydney (Australia) region.

PE2.4

Data separation

Project visibility is restricted to invited members. Documents are indexed per project, and authorisation is enforced on the server for every request.

PE3 Security

PE3.1

Authentication

Access to PlanEase requires an authenticated account. Users can sign in with email sign-in, or with single sign-on.

PE3.2

Single sign on

Users can sign in with single sign-on through Microsoft Entra ID or Google, alongside email sign-in. Where an account already exists under the same email address, single sign-on connects to that account.

PE3.3

Role based access

Authorisation is enforced on the server for every request, with a two-layer role model and project visibility restricted to invited members. Project members join with defined roles.

PE3.4

Audit trail and activity timeline

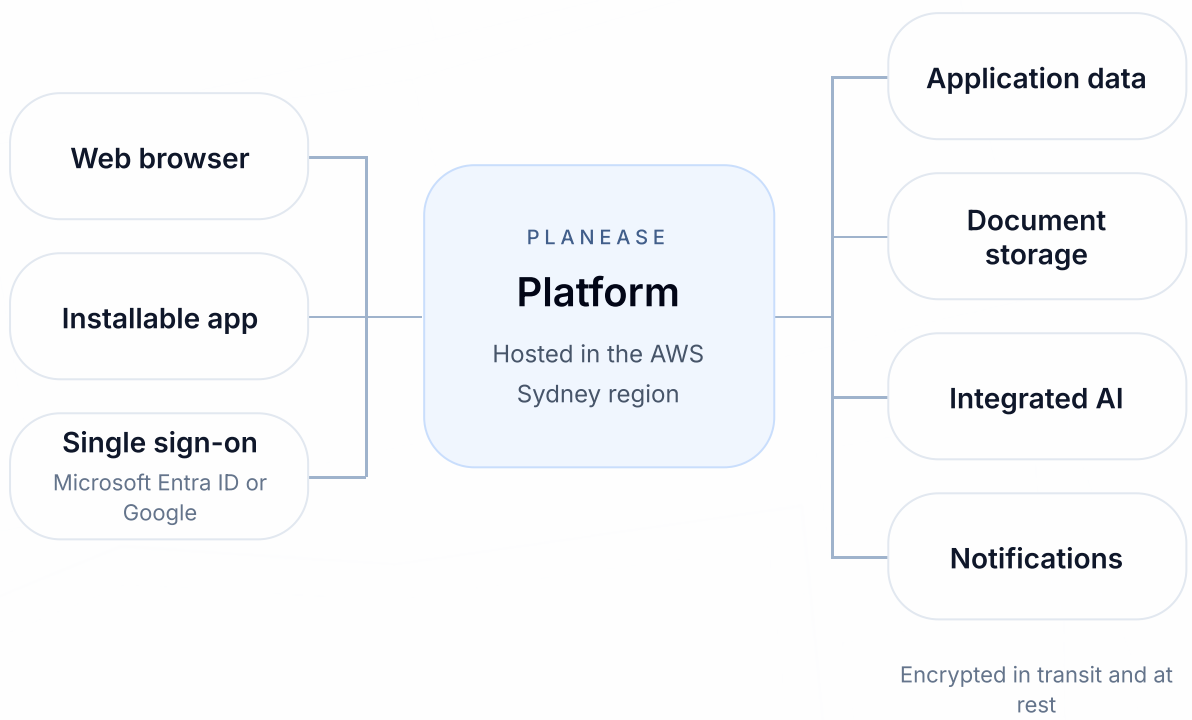
The platform keeps a per-project timeline of actions and an application audit trail recording what changed, when and by whom.

PE3.5

Security governance

Security controls are enforced by the platform rather than by process convention: authorisation on the server, encryption in transit and at rest, and a recorded audit trail. Requests for further security detail are answered directly at hello@planease.net.

FIGURE 1



Platform architecture: access surfaces, the PlanEase platform hosted in the AWS Sydney region, and the data, documents and notifications it holds and sends.

3.0

Integration

The external systems PlanEase connects to.

PE4 Integration

PE4.1

Council records and automatic re-sync

PlanEase collects the application record and documents from the council's public portal and keeps them in sync automatically. Council register documents are re-synced automatically, and re-issued documents are presented side by side so the team can see exactly what changed.

PE4.2

Microsoft 365 and Outlook mailbox connection

Organisations using Microsoft 365 can sign in with single sign-on through Microsoft Entra ID. An optional Outlook mailbox connection sends and files project email from your own address.

PE4.3

Project email addresses

Each project has a dedicated email address, feeding the project timeline.

PE4.4

Mapping and spatial context

Projects carry interactive site maps and, for supported councils, resolved zoning and overlays, presented as indicative, with the council's property report authoritative.

4.0

Functional

The functional modules, stated module by module.

PE5 Project setup

PE5.1

Project intake

A guided intake creates the project from a council DA number.

PE5.2

Council record collection

PlanEase collects the application record and documents from the council's public portal and keeps them in sync automatically.

PE5.3

Condition extraction

Council-specific parsing, built for Queensland councils and EDQ processes, reads the decision notice and extracts every condition with its number, wording, headings and timing trigger, and handles amended and negotiated notices.

PE6 Conditions

PE6.1

Condition records

Every condition is a live record with status, timing, assignee and history.

PE6.2

Register views

The register is worked through table, board and Gantt views, with bulk operations for real project scale.

PE6.3

Delivery phase classification

Conditions are classified into delivery phases, including a dedicated operational works phase, so the register reflects how the work will actually be sequenced.

PE6.4

Project stages

Project stages structure the register across a staged build-out.

PE6.5

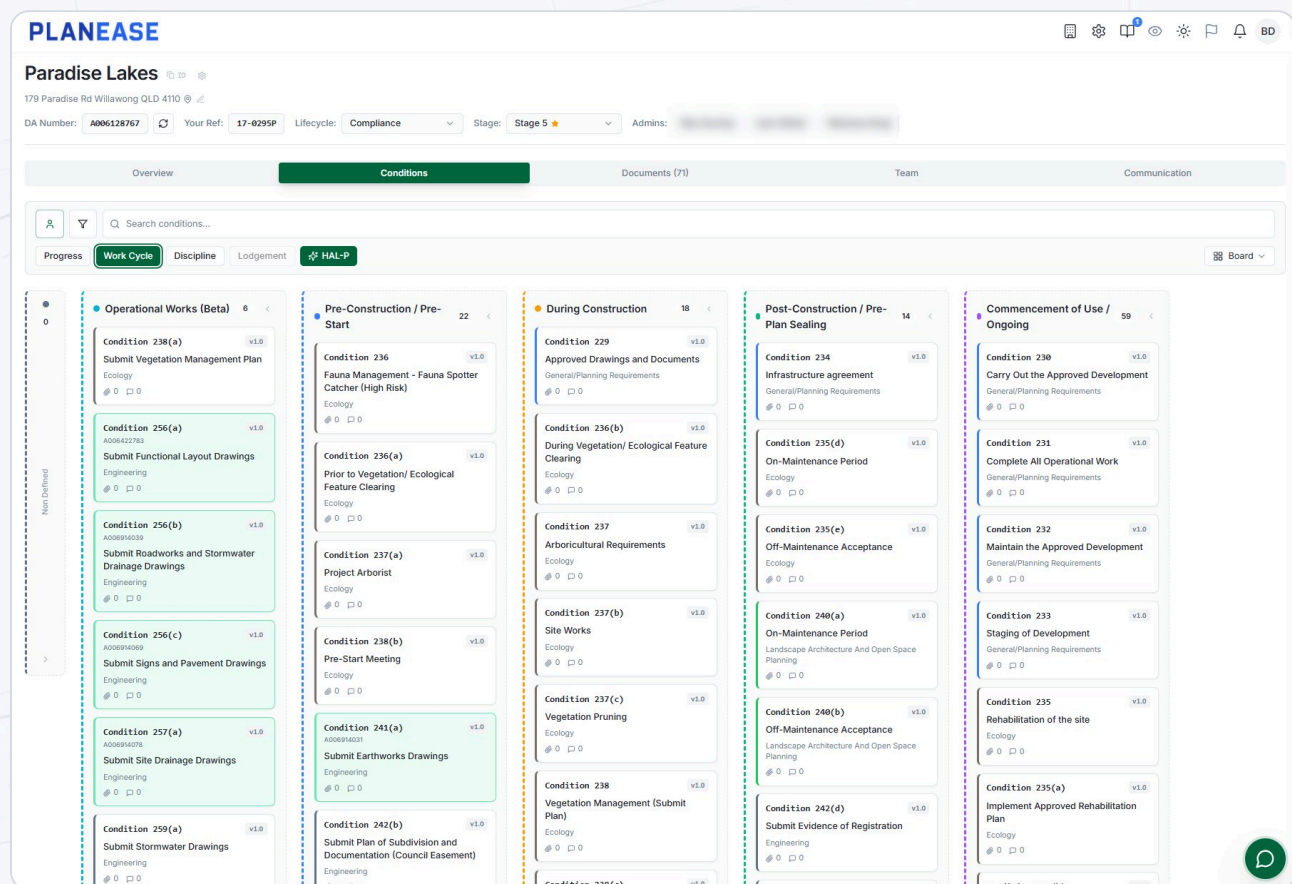
Condition versioning

PlanEase versions conditions across amended packages and new application numbers, and keeps the full history.

PE6.6

Application family

An application family view assembles parent approvals and operational works applications mined from council registers into one connected picture.



The condition register grouped by delivery phase, from operational works through to commencement of use.

PE7 People and communication

PE7.1

Members

Projects carry members, invitations and external members.

PE7.2

Roles and permissions

Project members join with defined roles, enforced on the server for every request, and conditions are assigned to the people who will discharge them, so status, timing and ownership are visible in one place.

PE7.3

Comments and references

Threaded comments with mentions and direct references to conditions, documents and applications keep the conversation attached to the work: the discussion that decides how a condition is met stays on the condition record.

PE7.4

Notifications

Notifications reach the team in app, by email and by push.

PE7.5

External participation

Tokenised response pages let external contributors answer a condition request directly, without a licence or a login.

PE8 Documents

PE8.1

Document management

Documents are uploaded once and held against the project.

PE8.2

Versions and comparison

Documents are versioned, previewed and compared side by side.

PE8.3

Condition evidence linking

Documents are linked to the conditions they discharge as the work happens: the integrated AI suggests the links, the team confirms them. Where a condition is discharged by a related application, that application's council register documents surface inside the condition.

PE8.4

Classification on upload

Documents are classified on upload by integrated AI.

PLANEASE

Paradise Lakes

179 Paradise Rd Willawong QLD 4110

DA Number: A006128767Your Ref: 17-0295PLifecycle: ComplianceStage: Stage 5Admins:

OverviewConditionsDocuments (71)TeamCommunication

Search documents...Attach or Upload

Sort: Latest FirstView: Table ViewShow Deleted

Name	Type	Source	Document type	Version	Condition	Size	Uploaded by	Date
approvals 19								
Plan 14								
Applicant Proposed 7								
Stage 3 Proposed Plan - Markup of Lot Variances		Council	Plan - Applicant Proposed	1.10	Link	0 B		3 Sept 2023
Amended ROL Plan		Council	Plan - Applicant Proposed	1.10	Link	0 B		
Amended Traffic Function Plan		Council	Plan - Applicant Proposed	1.10	Link	0 B		
Amended Whole Site Plans		Council	Plan - Applicant Proposed	1.10	Link	0 B		
Att D-Proposed Trunk Roadworks Designation		Council	Plan - Applicant Proposed	1.10	Link	0 B		
Att B-Proposed Stage 3 Lot Layout ROL Plan (Draft Survey PL...		Council	Plan - Applicant Proposed	1.10	Link	0 B		
Att C-Amended Whole of Site ROL Plan of Approval		Council	Plan - Applicant Proposed	1.10	Link	0 B		
Approved 7								
engineering 9								
Decision 5								
Submission 4								
Correspondence 3								
Notice 3								
Concurrence Agency Response Conditions 2								

Project documents grouped by type, each carrying its source, version and the condition it is linked to.

PE9 Lodgement

PE9.1 Packages

Lodgement packages assemble selected conditions and their evidence, with package statuses keeping the preparation itself visible.

PE9.2 Submission reports

PlanEase generates a condition-by-condition submission report and a bundled document set. The output mirrors the per-condition compliance format councils themselves publish.

PE9.3 Secure sharing and portal tracking

Packages are shared through a secure link, and progress is tracked through council portal entry.

PE9.4 Readiness checks

The integrated AI assistant can run a lodgement readiness check, enabled per project.

PE9.5

DA Form 1 preparation

Prefilled Queensland DA Form 1 preparation builds the form from the condition and project record for supported workflows.

PE9.6

EDQ compliance record

For PDA projects, where Economic Development Queensland controls the plan sealing gate before titles, PlanEase structures the condition-by-condition compliance record that supports the EDQ plan sealing request.

PE10 Reporting and oversight

PE10.1

Project dashboard

The project dashboard shows progress and readiness at a glance.

PE10.2

Portfolio visibility

Every project presents the same structured status across the portfolio.

PE10.3

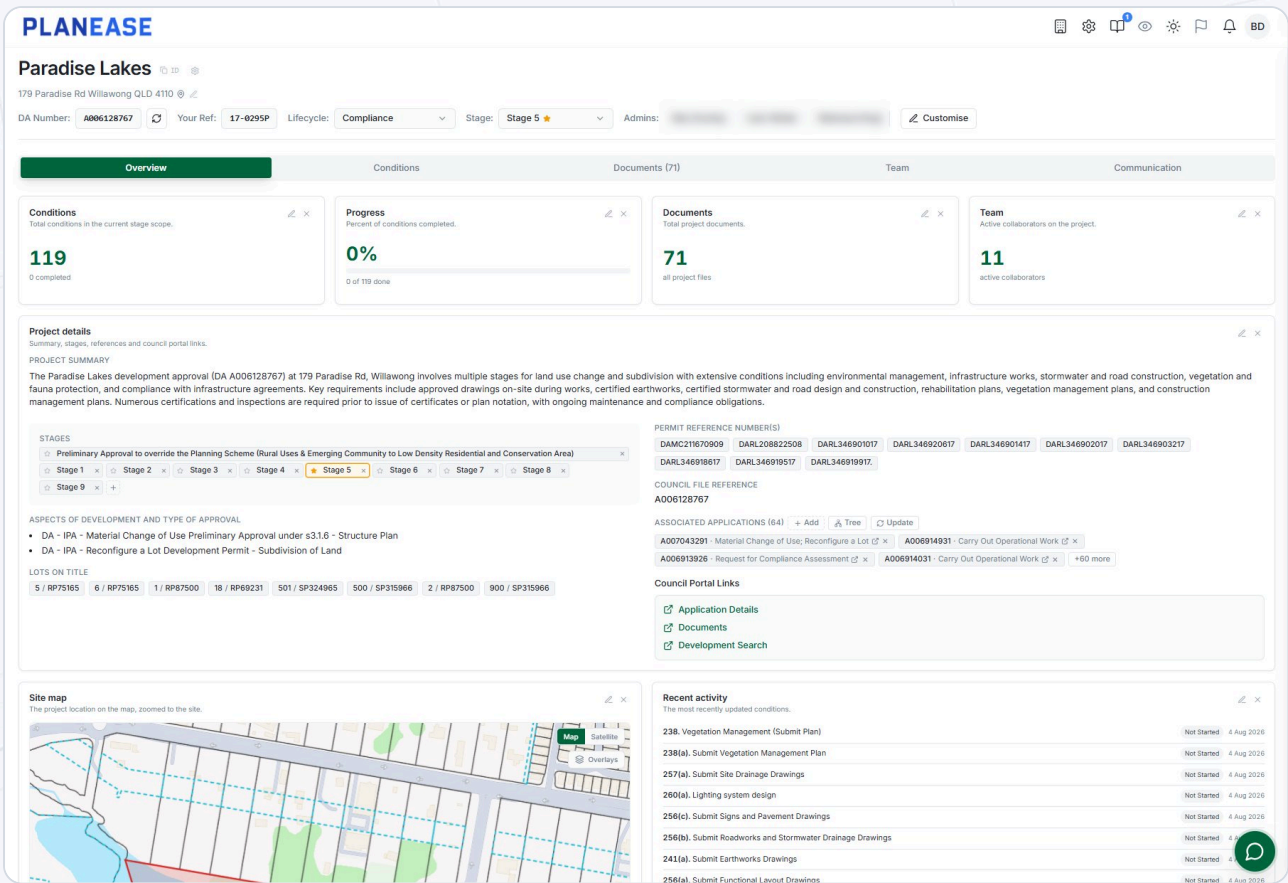
Cross project search

Cross-project search finds projects, conditions and documents across the portfolio.

PE10.4

Audit trail

A per-project timeline records what happened, and an application audit trail records what changed, when and by whom.



The project dashboard: progress, readiness and site context at a glance.

PE11 Integrated AI

PE11.1
Tenanted assistant

PlanEase includes an integrated AI assistant scoped to your organisation: it reads only the projects your team is authorised to access. The integrated AI assistant is tenanted: documents are indexed per project, and AI answers are restricted to projects the requesting user is authorised to access.

PE11.2
Submission statement
drafting

The integrated AI assistant can draft submission statements.

PE11.3
Lodgement readiness
assessment

The integrated AI assistant can run a lodgement readiness check.

PE11.4

Project and scheme questions

The integrated AI assistant can answer questions about the project and its council scheme.

PE11.5

Availability enabled per project

Every AI surface is enabled per project.

PE12 User support

PE12.1

In app help

In-app help articles and guidance.

PE12.2

Integrated AI support assistant

An integrated AI support assistant answers product questions, with escalation to a person.

PE12.3

Support conversations

Direct support conversations are available in the application.

5.0

Capability summary

The consolidated capability listing, PE01 to PE29, with its stable identifiers.

The matrix below states each capability in plain terms for readers who need a formal, comparable listing.

ID	CAPABILITY	STATUS
THE REGISTER		
PE01	Guided project intake from a council DA number	✓ Included
PE02	Automated collection of council application records and documents, with automatic re-sync	✓ Included
PE03	Council-specific condition extraction from decision notices, including amended and negotiated notices	✓ Included
PE04	Live condition records: status, timing, assignee, history, bulk operations, table, board and Gantt views	✓ Included
PE05	Delivery phase classification, including a dedicated operational works phase	✓ Included
PE06	Condition versioning across amendments and new application numbers, full history retained	✓ Included
PE07	Project stages and the application family view	✓ Included
PEOPLE		
PE08	Project members, invitations and external members	✓ Included
PE09	Roles and permissions enforced on the server	✓ Included

ID	CAPABILITY	STATUS
PE10	Threaded comments with mentions and references to conditions, documents and applications	✓ Included
PE11	Notifications in app, by email and by push	✓ Included
PE12	Tokenised response pages for off-platform contributors	✓ Included
PE13	A dedicated email address per project, feeding the project timeline	✓ Included
EVIDENCE		
PE14	Document management: classification on upload by integrated AI, versions, previews, side-by-side comparison	✓ Included
PE15	Condition-to-document evidence linking, with links suggested by integrated AI and confirmed by the team	✓ Included
PE16	Related-application register documents surfaced inside conditions	✓ Included
LODGEMENT		
PE17	Lodgement packages with statuses and portal-entry progress tracking	✓ Included
PE18	Generated condition-by-condition submission report and document bundle, with a secure share link	✓ Included
PE19	Integrated AI assistant: submission statement drafting, lodgement readiness checks, project and council scheme questions	✓ Included
PE20	Prefilled Queensland DA Form 1 preparation for supported workflows	✓ Included
CONTEXT AND OVERSIGHT		
PE21	Interactive site maps; indicative zoning and overlays for supported councils	✓ Included
PE22	Project dashboard and portfolio visibility	✓ Included
PE23	Cross-project search across projects, conditions and documents	✓ Included
PE24	Application audit trail: what changed, when and by whom	✓ Included

ID	CAPABILITY	STATUS
ACCESS AND SUPPORT		
PE25	Works in modern browsers, installable as an app, with a dedicated mobile experience	✓ Included
PE26	Single sign-on through Microsoft Entra ID or Google, alongside email sign-in	✓ Included
PE27	Optional Outlook mailbox connection for sending and filing project email from your own address	✓ Included
PE28	In-app help articles and guidance	✓ Included
PE29	Integrated AI support assistant with escalation to a person, and direct support conversations	✓ Included

6.0

Platform direction

What is in development or planned. Nothing in this section is available today.

Everything in this section is in development or planned; nothing here is available today.

PD1**Council-side review workspace****In development**

A dedicated workspace for assessing authorities to review structured, evidenced submissions, with early pilots underway with South East Queensland authorities.

PD2**Further Queensland council coverage****In preparation**

Council-specific parsing and portal collection are being prepared for additional Queensland councils.

PD3**Exportable audit log view****Planned**

A formal export of the application audit trail for governance and assurance use.

7.0

Document control

The version of this document, and how to reach PlanEase.

VERSION	DATE	STATUS
1.0	August 2026	Current

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