



Ordinary Meeting of Council

AGENDA

26 July 2017

Commencing at 5.30pm

**Council Chambers
10 Majara Street, Bungendore**

****On-site Inspections****

List any inspections or indicate “Nil”

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1 APOLOGIES

2 DISCLOSURES OF INTERESTS

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held on 28 June 2017

3.2 Minutes of the Planning and Strategy Committee of the Whole held on 12 July 2017

4 PRESENTATIONS FROM THE GALLERY RELATING TO LISTED ITEMS ON THE AGENDA AND PETITIONS

5 MAYORAL MINUTES

Nil

6 NOTICES OF MOTIONS OF RESCISSION

Nil

7 NOTICES OF MOTIONS

Nil

8 DETERMINATION REPORTS

8.1	Abbeyfield Bungendore project	3
8.2	Tender Assessment - Queanbeyan Park Playground	7
8.3	Regional Grant Fund Programs.....	11
8.4	Status of Stronger Communities Fund Projects	13
8.5	Land Classification - Lot 776 DP 1230282 (20 Lindbeck Corner) Googong	17
8.6	Town Crier for Queanbeyan-Palerang Regional Council	19
8.7	Civic Reception for National Vietnam Veterans' Reunion 2018.....	21
8.8	Aquatic Centre - Fee Change - Aqua Fitness Concession Fees	23
8.9	Investment Report - June 2017	25
8.10	Queanbeyan-Palerang Regional Councillors' Onboarding, Induction and Development Programs.....	29
8.11	Accommodation for Senior Citizens and QBN FM	35
8.12	QPRC and Icon Water - Water Supply Pricing Agreement	37
8.13	Tender Determination: Lighting and Sound Design and Services for Theatre and Events	41

**QUEANBEYAN-PALERANG REGIONAL COUNCIL
ORDINARY MEETING OF COUNCIL**

BUSINESS PAPER AGENDA – 26 July 2017 Page ii

8.14	Adoption of Community Engagement Strategy	43
8.15	Asset Management Strategy	47
8.16	Draft Resourcing Strategy	53
8.17	Digital Economy and Smart Community Strategy	57
8.18	Memorandum of Understanding - Icon Water	61

9 INFORMATION REPORTS

9.1	Changes in the Management of Crown Lands.....	63
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10 COMMITTEE REPORTS

10.1	Bungendore and Town Centre Environs s355 Committee Minutes 19 April 2017	65
10.2	Bungendore and Town Centre Environs s355 Committee Minutes 31 May 2017	69
10.3	Royalla Common s.355 Committee minutes 15 May 2017	73
10.4	Minutes of the Local Representation Committee Meeting 16 June 2017	75

11 DELEGATES' REPORTS

Nil

12 RESPONSES TO COUNCILLORS' QUESTIONS

Nil

13 COUNCILLORS' QUESTIONS FOR NEXT MEETING

Nil

14 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION ..76

15 REPORTS FOR CLOSED SESSION

Nil

LIST OF ATTACHMENTS –

(Copies available from General Manager's Office on request)

Open Attachments

- Item 8.1 Abbeyfield Bungendore project
 - Attachment 1 Abbeyfield Bungendore's letter of request including plan of housing (Under Separate Cover)*
 - Attachment 2 Land space 4-6 Majara St, Bungendore (Under Separate Cover)*
 - Attachment 3 Plan of blocks 4-6 Majara St, Bungendore (Under Separate Cover)*
- Item 8.4 Status of Stronger Communities Fund Projects
 - Attachment 1 Status report Stronger Communities Fund projects July 2017 (Under Separate Cover)*
- Item 8.6 Town Crier for Queanbeyan-Palerang Regional Council
 - Attachment 1 Town Crier proposal (Under Separate Cover)*
- Item 8.9 Investment Report - June 2017
 - Attachment 1 Investment Report - June 2017 - 26 July 2017 (Under Separate Cover)*
- Item 8.12 QPRC and Icon Water - Water Supply Pricing Agreement
 - Attachment 1 QPRC - Icon Water - Potable Water Supply Pricing Agreement (Under Separate Cover)*
- Item 8.14 Adoption of Community Engagement Strategy
 - Attachment 1 Community Engagement Strategy (Under Separate Cover)*
- Item 8.15 Asset Management Strategy
 - Attachment 1 Queanbeyan Palerang Regional Asset Management Strategy 2017 (Under Separate Cover)*
- Item 8.17 Digital Economy and Smart Community Strategy
 - Attachment 1 Digital Economy and Smart Community - Summary of Survey Results (Under Separate Cover)*
- Item 9.1 Changes in the Management of Crown Lands
 - Attachment 1 Crown Lands Update (Under Separate Cover)*
- Item 10.3 Royalla Common s.355 Committee minutes 15 May 2017
 - Attachment 1 Royalla Common s.355 Committee minutes 15 May 2017 (Under Separate Cover)*
- Item 10.4 Minutes of the Local Representation Committee Meeting 16 June 2017
 - Attachment 1 Minutes of the LRC meeting 16 June 2017 (Under Separate Cover)*

Closed Attachments

- Item 8.2 Tender Assessment - Queanbeyan Park Playground
 - Attachment 1 Tender Evaluation Report - Queanbeyan Park Playground (Under Separate Cover)*
- Item 8.13 Tender Determination: Lighting and Sound Design and Services for Theatre and Events
 - Attachment 1 Sound and Lighting Recommendation Report (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 10 Majara Street, Bungendore on Wednesday, 28 June 2017 commencing at 5.30pm.

ATTENDANCE

Administrator: T. Overall (Chair)

Staff: P Tegart, Interim General Manager; M Thompson, Portfolio General Manager Natural and Built Character; P Hansen, Portfolio General Manager Community Connections; D Fulton, Acting Portfolio General Manager Community Choice and S Taylor, Acting Executive Manager Systems.

Also Present: W Blakey, Management Accountant (Clerk of the Meeting) and L Ison (Minute Secretary).

1. APOLOGIES

Recommendation

No apologies were received.

2. DISCLOSURES OF INTERESTS

153/17

RESOLVED (Overall)

The Administrator resolved that the Administrator and staff now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

No declarations were received.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held on 24 May 2017

154/17

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 24 May 2017 be confirmed.

3.2 Minutes of the Planning and Strategy Committee of the Whole held on 14 June 2017

155/17

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Planning and Strategy Committee of the Whole held in the Queanbeyan Council Chambers on Wednesday 14 June 2017 be confirmed.

4. PRESENTATIONS FROM THE GALLERY RELATING TO LISTED ITEMS ON THE AGENDA AND PETITIONS

156/17

RESOLVED (Overall)

The Administrator resolved that all presenters be heard:

Malcolm Leslie - Item 8.10 - Adoption of the Updated Sustainability Design of Council Buildings Policy

Katrina Willis - Item 8.3 - Adoption of 2017-18 Integrated Plans; Item 8.12 - Development Application 192-2016 - Subdivision of Land at the Poplars, Construction of Two New Public Roads, and Demotion of Existing Dwelling, 300 Lanyon Drive, Jerrabomberra; Item 9.6 - NSW Government Budget - Road Package

Paul Hubbard - Item 8.15 - Progressing the Proposed Memorial Park – Preparation of Planning Proposal and Classification of Land as Operation Land - Corner Old Cooma Road and Burra Road

Jeff Smith - Item 8.15 - Progressing the Proposed Memorial Park - Preparation of Planning Proposal and Classification of Land as Operation Land - Corner Old Cooma Road and Burra Road

Craig Rose - Item 9.6 - NSW Government Budget - Road Package

Ros Bush - Item 9.6 - NSW Government Budget - Road Package

5. MAYORAL MINUTES

Nil

The Administrator suspended standing orders to consider Item 8.15.

6. NOTICES OF MOTIONS OF RESCISSION

Nil

7. NOTICES OF MOTIONS

Nil

8. DETERMINATION REPORTS**8.1 Renewal of Agreement for Access to Riverside Oval Pavilion.**

The Administrator resolved:

157/17

RESOLVED (Overall)

1. That Council agree to the execution of a new three year agreement for access to the Riverside Oval Pavilion with the Queanbeyan City Football Club Inc. (QCFC) and the Monaro Panthers Football Club Inc (MPFC) subject to similar terms and conditions as the existing agreements.
2. That the allocation of usage of the Riverside Oval football field be part of the annual grounds allocation process.

8.2 Reimbursement of Travel Expenses for Members of Consultative Committee on Aboriginal Issues

The Administrator resolved:

158/17

RESOLVED (Overall)

That Council endorse the payment of travel expenses to members of the Consultative Committee on Aboriginal Issues in line with the Payment of Expenses for Councillors Policy being for meetings held in townships which were not their community of representation, and the conditions outlined in this report.

8.3 Adoption of 2017-18 Integrated Plans

159/17

RESOLVED (Overall)

The Administrator resolved:

1. That following the consideration of public submissions made on the draft Integrated Planning documents and in accordance with Section 402(6), 404(4) and 404(5) of the Local Government Act 1993, Council adopt the Operational Plan 2017-18 with the amendments shown below:
 - a. Allocate \$17,500 towards a Shop Local Promotion in Braidwood and Bungendore for Christmas 2017.
 - b. Adjust expenditure for Ellerton Drive Extension project due to the requirement to finalise acquisitions – increase from \$1.95m to \$8.25m (funding source - grants from RMS).
 - c. Increase the General Donations vote from \$50,000 to \$60,000.
 - d. Include an allocation of \$7,000 to assist with design work for an extension to the Bungendore SES building - as recommended by the LRC.
 - e. Include \$15,000 to replace the cricket pitch at Wright Park Lower – as recommended by the LRC.
 - f. Include a final sponsorship allocation of \$10,000 for the Queanbeyan Gift - being for the 2017 event – as recommended in part by the LRC.
 - g. Include in the current works program the provision of an all-weather gravel surface for the Royalla Community Hall and adjoining Council stockpile site and staff work with the Royalla Community Hall Committee for grant funding to complete the hall, including a possible funding application under the NSW Government 2017 Community Building Partnership (CBP) program closing 9 August 2017.

- h. Include in the current tree planting program for 2017/18 and 2018/19, annual boundary tree plantings on the council owned land at 1187-1241 Old Cooma Road, Royalla, with the objective of providing well established screening in advance of any potential development or disposal of the land.

Council note that after the above adjustments the budget predicts a consolidated surplus of \$12500.

2. That Council notes and welcomes the \$38m roads package announced in the NSW Budget for 2017-18 for Queanbeyan-Palerang to upgrade Nerriga Rd, duplicate Old Cooma Rd and improve the Kings Highway intersection at Bungendore intersection. Council will work with the NSW Roads and Maritime Service to better understand the package and funding arrangements and incorporate in the first quarter budget review.
3. That in accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council approve expenditure in the adopted Operational Plan 2017-18.
4. That in accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council vote funds to meet the expenditure in the adopted Operational Plan 2017-18.
5. That Council adopt the Revenue Policy in accordance with Section 405 of the Local Government Act 1993.
6. That Council adopt the Fees and Charges in accordance with Section 608 of the Local Government Act 1993 subject to the following:
 - Amend the fee for rezonings from \$2,500 per advertisement to 'at cost'
7. That Council note that the adopted Operational Plan 2017-18 will be available to the public via Council's website following amendments shown in this report.
8. That those persons who made submissions to the Draft Integrated Plans be thanked for their submission and be advised in writing of Council's decisions.
9. That Council note the submissions made on the Strategic Directions discussion paper and adopt the document.

8.4 General Donations Distribution 2017/18

160/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Approve all donations as listed in Attachment 1, noting the amount is \$52,767.50.
2. Approve the following late submissions:
 - Category A: No.36 - \$500
 - Category B: No.37 - \$946, No.38 - \$500, No.39 - \$400
 - Category D: No.40 – Italian Community Hall, rebate of 45% on the annual licence fee - \$216
3. Consider application No. 14 under Category B funding, being for the hire of Bicentennial Hall.
4. Increase the Donations vote by \$15,329.50 for the financial year 2017/18.
5. Require all recipients of donations under Category A to complete an acquittal form.
6. Increase the total General Donations vote from \$50,000 to \$60,000 per year commencing with the QPRC Operational Plan and Budget 2017/18 and unallocated funds (\$4,670.50) be retained for the “Emergency” vote and/or other defined donations as agreed to by the Council.
7. Include a statement in the Donations Policy limiting the maximum donation to an organisation to \$4,000.

8.5 Land Classifications - Lot 1365 DP 1217419 (44 Helen Circuit) Googong and Lot 678 DP 1228382 (16 Weatherstone Circuit) Googong

161/17

RESOLVED (Overall)

The Administrator resolved that Council in accordance with Section 31(2) of the Local Government Act 1993 (NSW), resolve that the following properties be classified as “Community Land”:

1. Lot 1365 DP 1217419 (44 Helen Circuit, Googong).
2. Lot 678 DP 1228382 (16 Weatherstone Circuit, Googong).

8.6 ICT Strategic Plan

162/17

RESOLVED (Overall)

The Administrator resolved that Council adopt the ICT Strategic Plan noting it informs the Resourcing Strategy.

- 163/17
- 8.7 Sports Assistance Scheme**
RESOLVED (Overall)
- The Administrator resolved that Council approve a grant to the Queanbeyan YMCA from the Community Assistance Scheme of \$300.00 to support Ms Vera Chalneva attending the 2017 Australian Gymnastics Championship.
- 164/17
- 8.8 Councillor Fees - Local Government Remuneration Tribunal Determination for 2017-18**
RESOLVED (Overall)
- The Administrator resolved that Council:
1. Note that the Local Government Remuneration Tribunal set new remuneration levels for Mayors and Councillors in its 12 April 2017 Determination.
 2. Retain the policy position of the former council to apply the maximum remuneration level applicable to the category of the Council.
 3. In accordance with the Tribunal's Determination adopt the remuneration levels as follows:
 - Councillors - \$19,310
 - Mayor - \$42,120 in addition to the Councillor fee
- 165/17
- 8.9 Lot 4 and Lot 11 DP758183 Gibraltar St and Turallo Terrace, Bungendore**
RESOLVED (Overall)
- The Administrator resolved:
1. That the Council support in principle the dedication of Lot 4 & Lot 11 DP758183, between Gibraltar St and Turallo Terrace Bungendore.
 2. That the proposal be advertised in a locally circulating newspaper and the adjoining property owners be advised of this proposal.
 3. That the application be progressed in accordance with S 16 and S17 of the Roads Act 1993 if no adverse response is received.
 4. If there are objections to the proposal, the matter be again considered by the Council.

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong
RESOLVED (Overall)

166/17

The Administrator resolved that:

1. Development Application 90-2016 for the Subdivision of land to create 13 x Torrens Title lots, 2 x Strata lots, 1 residue lot and 1 x public laneway, and the erection of 13 x dwellings (including 1 x dwelling house, 7 x attached dwellings, 4 x semi-detached dwellings and 1 studio dwelling) on Lot 1329 DP 1217419 (formerly known as Lot 63 DP 1208211) corner of Helen Circuit and Gorman Drive, Googong be deferred to allow the Applicant to give further consideration to any additional design measures and signage that would mitigate the potential conflict between pedestrians and vehicles using the laneway.
2. Council note the proposal is not inconsistent with the proposed Amendment to Queanbeyan Development Control Plan (QDCP) 2012 currently on exhibition.

8.11 Sponsorship, Grants and Loans Policy Adoption
RESOLVED (Overall)

167/17

The Administrator resolved that Council:

1. Note the submissions received from the community on the draft policy.
2. Adopt the final version of the Sponsorship, Grants and Loans Policy.

8.12 Development Application 192-2016 - Subdivision of Land at The Poplars, Construction of Two New Public Roads, and Demolition of Existing Dwelling - 300 Lanyon Drive, Jerrabomberra

168/17

RESOLVED (Overall)

The Administrator resolved that:

1. Development Application 192-2016 for Demolition of Existing Dwelling-House and Outbuildings, Subdivision of land to create 6 x Torrens Title Lots, Construction of Two Public Roads and Associated Works on Lot 1 DP 338637 and Lot 5 DP 719108 300 Lanyon Drive, Jerrabomberra be granted conditional approval.
2. The NSW Rural Fire Service and NSW Roads and Maritime Services be forwarded a copy of Council's notice of determination.

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council

169/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council make the following Rates and Annual Charges for the 2017/18 financial year and that such Rates and Annual Charges be the amount specified hereunder for the Queanbeyan-Palerang Regional Council.

"In accordance with section 533, 534, 535 and 566 of the *Local Government Act 1993 (the Act)*, Council makes the following Rates and Annual Charges for the period 1 July 2017 to 30 June 2018 being the financial year 2017/2018.

Annual Rates**Residential Rates*****Residential Ordinary***

An ordinary rate will be levied on all rateable land categorised as "**Residential**" under section 516 of the Act which falls within the designated area of the former Queanbeyan City Council as indicated on Page 14 of the Revenue Policy 2017/18, consisting of an ad-valorem rate of zero point one four two eight cents in the dollar (0.1428) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and seventy five dollars and seventy cents (\$475.70) which is equivalent to 43.26% of the total rates levied for this category in 2017/2018. In accordance with section 543(1) of the Act this rate be named "**Residential Ordinary**".

Residential Queanbeyan/Jerrabomberra Urban

An ordinary rate will be levied on all rateable land sub-categorised as "**Residential Urban**" under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of zero point three seven six three cents in the dollar (0.3763) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of three hundred and ten dollars and seventy cents (\$310.70) which is equivalent to 27.32% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named "**Residential Urban**".

In accordance with section 533, 534, 535 and 566 of the *Local Government Act 1993 (the Act)*, Council makes the following Rates and Annual Charges for the period 1 July 2017 to 30 June 2018 being the financial year 2017/2018.

Annual Rates**Residential Rates**

Residential Ordinary

An ordinary rate will be levied on all rateable land categorised as “**Residential**” under section 516 of the Act which falls within the designated area of the former Queanbeyan City Council as indicated on Page 14 of the Revenue Policy 2017/18, consisting of an ad-valorem rate of zero point one four two eight cents in the dollar (0.1428) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and seventy five dollars and seventy cents (\$475.70) which is equivalent to 43.26% of the total rates levied for this category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Residential Ordinary**”.

Residential Queanbeyan/Jerrabomberra Urban

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Urban**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of zero point three seven six three cents in the dollar (0.3763) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of three hundred and ten dollars and seventy cents (\$310.70) which is equivalent to 27.32% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Residential Urban**”.

Residential Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Googong**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of zero point four seven two three cents in the dollar (0.4723) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of three hundred and eighty three dollars and twenty cents (\$383.20) which is equivalent to 23.58% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Residential Googong**”.

Residential Tralee

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Tralee**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of zero point four seven two three cents in the dollar (0.4723) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of three hundred and eighty three dollars and twenty cents (\$383.20). In accordance with section 543(1) of the Act this rate be named “**Residential Tralee**”.

Rural Residential

An ordinary rate will be levied on all rateable land sub-categorised as “**Rural Residential**” under section 516(1)(c) and section 529(2) (b) of the Act which falls within the designated area of the former

Queanbeyan City Council, consisting of an ad-valorem rate of zero one four two eight cents in the dollar (0.1428) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and seventy five dollars and seventy cents (\$475.70) which is equivalent to 40.93% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Rural Residential**”.

Residential - Palerang

An ordinary rate will be levied on all rateable land categorised as “**Residential**” under section 516 of the Act which falls within the designated area of the former Palerang Council, consisting of an ad-valorem rate of zero one seven eight one cents in the dollar (0.1781) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and seventy five dollars only (\$475.00) which is equivalent to 48.36% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Residential Palerang**”.

Farmland Ordinary

An ordinary rate will be levied on all rateable land categorised as “**Farmland**” under section 515 of the Act which falls within the designated area of the former Queanbeyan City Council, consisting of an ad-valorem rate of zero point zero nine one seven cents in the dollar (0.0917) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of eight hundred and twenty eight dollars and ten cents (\$828.10) which is equivalent to 25.98% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Farmland**”.

Farmland Palerang

An ordinary rate will be levied on all rateable land categorised as “**Farmland**” under section 515 of the Act which falls within the designated area of the former Palerang Council, consisting of an ad-valorem rate of zero point one eight one six cents in the dollar (0.1816) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of one thousand one hundred and sixteen dollars and fifty cents (\$1,116.50) which is equivalent to 48.59% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Farmland Palerang**”.

Business Ordinary

An ordinary rate will be levied on all rateable land categorised as “**Business**” under section 518 of the Act which falls within the designated area of the former Queanbeyan City Council, consisting of an ad-valorem rate of one point three one six cents in the dollar (1.316) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and twenty one dollars only (\$421.00) which is equivalent to 5.70% of the total rates levied for this sub-category in 2017/2018. In

accordance with section 543(1) of the Act this rate be named **“Business”**.

Business CBD

An ordinary rate will be levied on all rateable land sub-categorised as **“Business CBD”** under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of one point seven seven six cents in the dollar (1.776) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of six hundred and twenty one dollars and ninety cents (\$621.90) which is equivalent to 5.97% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named **“Business CBD”**

Business Industrial

An ordinary rate will be levied on all rateable land sub-categorised as **“Business Industrial”** under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of zero point seven eight eight eight cents in the dollar (0.7888) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and twenty two dollars and ten cents (\$422.10) which is equivalent to 11.75% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named **“Business Industrial”**

Business Karabar

An ordinary rate will be levied on all rateable land sub-categorised as **“Business Karabar”** under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of two point one three cents in the dollar (2.13) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of five hundred and eight dollars and seventy cents (\$508.70) which is equivalent to 3% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named **“Business Karabar”**

Business Jerrabomberra

An ordinary rate will be levied on all rateable land sub-categorised as **“Business Jerrabomberra”** under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of two point one three cents in the dollar (2.13) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of five hundred and eight dollars and seventy cents (\$508.70) which is equivalent to 2.14% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named **“Business Jerrabomberra”**.

Business Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Googong**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2017/18, consisting of an ad-valorem rate of two point one three cents in the dollar (2.13) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of five hundred and eight dollars and seventy cents (\$508.70) which is equivalent to 7.10% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Business Googong**”.

Business Palerang

An ordinary rate will be levied on all rateable land categorised as “**Business**” under section 518 of the Act which falls within the designated area of the former Palerang Council, consisting of an ad-valorem rate of zero point one eight eight six cents in the dollar (0.1886) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and three dollars only (\$403.00) which is equivalent to 46.62% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Business Palerang**”.

Mining

An ordinary rate will be levied on all rateable land categorised as “**Mining**” under section 517 of the Act, consisting of an ad-valorem rate of zero point five zero zero six cents in the dollar (0.5006) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of one thousand and thirty four dollars and fifty cents (\$1,034.50) which is equivalent to 8.54% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Mining**”.

Annual Charges

Domestic Waste Management

Domestic Waste Management Annual Charges

Under section 496(1) of the Act Council must make and levy an annual Domestic Waste Management (DWM) service charge to each parcel of rateable land for which the service is available and under section 496(2) Council may levy a DWM charge for land that is exempt from rating if the owner requests the service.

In the case of all land within the former Queanbeyan City Council defined service area, for which a DWM service is available the following Table of Annual Charges are levied in accordance with Section 496 of the Act:

Table 1.

Type	DWM Bin Service	Service Frequency	Charge Amount	GST

DW1	140L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$312.00	Nil
DW2	240L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$415.00	Nil
DW3	Additional Bins Service 140L Waste	Weekly	\$145.00	Nil
DW4	240L Waste	Weekly	\$176.00	
DW5	240L Recycling	Fortnightly	\$79.00	
DW6	240L Green Waste	Fortnightly	\$79.00	
DW7	Multi-Unit Shared Service 240L Waste 240L Recycle	Weekly Fortnightly	\$284.00	Nil
DW8	Multi-Unit Shared Service 240L Waste 240L Recycle 240L Green Waste (shared)	Weekly Fortnightly Fortnightly	\$312.00	Nil
DW9	Multi Unit Shared Service Additional Greenwaste	Fortnightly	\$79.00	Nil
DW12	Multi-Unit Shared Service 140L Waste Shared Recycle Booked Cleanup	Weekly Fortnightly Bi-annually	\$284	Nil
DW13	Multi-Unit Shared Service 140L Waste 240L Recycle 240L Green Waste	Weekly Fortnightly Fortnightly	\$312	Nil
DW10	Vacant Domestic Charge		\$24.00	Nil
DW14	Recycling Bin Upsize 360L Recycling	Fortnightly	\$23.00	Nil
DW11	Rural Waste Availability Charge		\$46.00	Nil
DW15	Rural Waste 240L Waste 240L Recycling	Fortnightly Fortnightly	\$338.00	Nil
DW17	Rural Waste 240L Recycling only	Fortnightly	\$172.00	Nil
DW21	Rural Waste Additional 240L waste	Fortnightly	\$160.00	Nil
DW22	Rural Waste Additional 240L recycling	Fortnightly	\$123.00	Nil

In the case of all land within the former Palerang Council defined service area, for which a DWM service is available the following

Table of Annual Charges are levied in accordance with section 496 of the Act:

Table 2.

Type	DWM Bin Service	Service Frequency	Charge Amount	GST
DWP1	Domestic Waste Urban 140L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$366.60	Nil
DWP2	Domestic Waste Urban 240L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$398.00	Nil
DWP3	Domestic Waste Urban 360L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$444.00	Nil
DWP4	Domestic Waste Rural 240L Waste 240L Recycling	Fortnightly Fortnightly	\$296.00	Nil
DWP5	Domestic Waste Rural 360L Waste 240L Recycling	Fortnightly Fortnightly	\$377.00	Nil
DWP6	Domestic Waste Rural Compound Bin 240L Waste 240L Recycling	Fortnightly Fortnightly	\$222.50	Nil
DWP7	Domestic Waste Rural Compound Bin 360L Waste 240L Recycling	Fortnightly Fortnightly	\$283.00	Nil
DWP8	Domestic Waste Rural Sutton East, Carwoola, Urila and Primrose Valley 240L Recycling	Fortnightly	\$103.00	Nil
DWP9	Domestic Waste Rural Sutton East, Carwoola, Urila and Primrose Valley 360L Recycling	Fortnightly	\$148.00	Nil
DWP10 DWP11	Domestic Waste Rural Sutton East, Carwoola, Urila Additional Bins Service 240L Recycling 360L Recycling	Fortnightly Fortnightly	\$83.00 \$126.00	Nil
DWP12	Vacant Domestic Charge		\$24.00	Nil

DWP13	Replacement Bin Upsize 240-360L Recycling	Fortnightly	\$148.00	Nil
DWP14	Domestic Waste Urban Additional Bins Service	Weekly	\$149.00	Nil
DWP15	140L Waste Bin	Weekly	\$228.00	
DWP16	240L Waste Bin	Weekly	\$316.00	
DWP17	360L Waste Bin	Fortnightly	\$91.50	
DWP18	240L Recycling Bin 360L Recycling Bin	Fortnightly	\$126.00	
DWP19	Domestic Rural Waste Additional Bins Service	Fortnightly	\$107.00	Nil
DWP20	140L Waste Bin		\$162.00	
DWP21	240L Waste Bin		\$228.00	
DWP22	360L Waste Bin		\$83.00	
DWP23	240L Recycling Bin 360L Recycling Bin		\$126.00	

Commercial Waste Annual Charge

Under section 501 of the Act Council may levy an annual Commercial Waste Management (BWM) service charge to each parcel of rateable land for which the service is provided.

In the case of all land within the former Queanbeyan City Council defined service area, for which a BWM service is provided or proposed to be provided the following Table of Annual Charges are levied in accordance with section 501 of the Act:

Table 3.

Type	Bin Service	Service Frequency	Annual Charge	GST
BW1	Availability Charge		\$92.00	Nil
BW2	240L Waste Bin	Weekly	\$243.00	Nil
BW3	240L Recycling Bin	Fortnightly	\$88.00	Nil
BW4	240L Green Waste Bin	Fortnightly	\$88.00	Nil

In the case of all land within the former Queanbeyan City Council defined service area, for which a BWM service is provided or proposed to be provided the following Table of Annual Charges are levied in accordance with section 501 of the Act:

Table 4.

Defined Service Area Braidwood, Bungendore and Captains Flat

Type	Bin Service	Service Frequency	Annual Charge	GST
BWP1	140L Waste 240L Recycling	Weekly Fortnightly	\$296.00	nil
BWP2	240L Waste 240L Recycling	Weekly Fortnightly	\$327.00	nil
BWP3	360L Waste	Weekly		nil

	240L Recycling	Fortnightly	\$377.00	
BWP11	Additional 140L Waste Bin	Weekly	\$149.00	nil
BWP12	240L Waste Bin	Weekly	\$228.00	
BWP13	360L Waste Bin	Weekly	\$316.00	
BWP14	140L Waste Bin	Fortnightly	\$107.00	
BWP15	240L Waste Bin	Fortnightly	\$162.00	
BWP16	360L Waste Bin	Fortnightly	\$228.00	
BWP17	240L Recycling Bin	Weekly	\$142.00	
BWP18	360L Recycling Bin	Weekly	\$206.00	
BWP19	240L Recycling Bin	Fortnightly	\$83.00	
BWP20	360L Recycling Bin	Fortnightly	\$126.00	
BWP10	Vacant Charge		\$25.00	nil

Table 5.
Defined Service Area Majors Creek, Araluen, Burra, Urila and Royalla

Type	Bin Service	Service Frequency	Annual Charge	GST
BWP4	240L Waste 240L Recycling	Fortnightly Fortnightly	\$294.00	nil
BWP5	360L Waste 240L Recycling	Fortnightly Fortnightly	\$375.00	nil
BWP6	Compound Bins 240L Waste 240L Recycling	Fortnightly	\$221.00	nil
BWP7	Compound Bins 360L Waste 240L Recycling	Fortnightly	\$282.00	nil
BWP21	Additional	Fortnightly	\$122.00	nil
BWP22	Compound Bins	Fortnightly	\$171.00	
BWP23	240L Waste Bin	Fortnightly	\$0.00	
BWP24	240L Recycling Bin 360L Recycling Bin	Fortnightly	\$0.00	
BWP10	Vacant Charge		\$25.00	nil

Table 6.
Defined Service Area Sutton East, Carwoola/Primrose Valley

Type	Bin Service	Service Frequency	Annual Charge	GST
BWP8	240L Recycling	Fortnightly	\$103.00	nil
BWP9	360L Recycling	Fortnightly	\$148.00	nil

Waste Programs & Waste Services Annual Charge In the case of all rateable land within the former Palarang Council area a Waste Programs Annual Charge in accordance with s.501 of the Local Government Act and in the case of all non-rateable land within the former Palarang Council area a General Waste Annual Charge in accordance with s.502 of the Local Government Act:

Table 7.

Property Service Locality	Qualifier	Frequency	Charge Amount	GST
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Palerang Council area East of Queanbeyan River	Roadside recycling service is available	Annual charge per assessment	\$353.00	nil
Palerang Council area East of Queanbeyan River	Roadside recycling service is not available	Annual charge per assessment	\$391.00	nil
Palerang Council area west of Queanbeyan River	No tip pass issued	Annual charge per assessment	\$25.00	nil
Palerang Council area west of Queanbeyan River	Following Tip Pass issued on application	Annual charge per assessment	\$353.00	nil

In the case of all rateable land within the former Palerang Council area a Waste Services Annual Charge in accordance with s.501 of the Local Government Act and in the case of all non-rateable land within the former Palerang Council area a General Waste Annual Charge in accordance with s.502 of the Local Government Act:

Table 8.

Property Service Locality	Qualifier	Charge Amount	GST
Palerang Council area East of Queanbeyan River where a Landfill pass is issued for disposal of general waste into an authorised landfill	Annual charge per assessment	\$51.00 (GST incl)	\$4.64

Water Annual Access Charges

All rateable land categorised as Residential within the defined area of the former Queanbeyan City Council will be charged an Annual Water Access Charge equivalent to a 20mm Water Access Charge in accordance with section 501 of the Act.

All strata and non-strata units or dual occupancy properties will be charged an Annual Water Access Charge equivalent to a 20mm Water Access Charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates an annual Water Access Charge will be applied according to the size of the water meter service connection/connections to the property as per table 9.

An Annual Water Access Charge equivalent to a 20mm Water Access Charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1) (b) of the Act.

Table 9.

Meter Size	Annual Charge
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20 mm	\$257.00
25 mm	\$402.00
32 mm	\$658.00
40 mm	\$1,028.00
50 mm	\$1,606.00
65 mm	\$2,715.00
80mm	\$4,112.00
100 mm	\$6,425.00

Residential Water Annual Access Charge

All rateable land categorised as residential (including strata units) within the benefit areas of the Bungendore, Braidwood and Captains Flat Water Supply Schemes will be charged an annual access charge of four hundred and forty dollars \$440.00 in accordance with Section 501 of the Act.

An Annual Water Access Charge equivalent to a 20mm Water Access Charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1) (b) of the Act.

Non-Residential Water Annual Access Charge

All rateable land not categorised as residential within the benefit areas of the Bungendore, Braidwood and Captains Flat Water Supply Scheme will be charged an Annual Access Charge in accordance with Section 501 of the Act that is proportional to the size of the water supply service connections to the property as per table 10.

An Annual Water Access Charge equivalent to a 20mm Water Access Charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1) (b) of the Act.

Table 10.

Meter Size	Annual Charge
20 mm	\$439.00
25 mm	\$686.00
32 mm	\$1,124.00
40 mm	\$1,756.00
50 mm	\$2,744.00
65 mm	\$4,637.00
80mm	\$7,024.00
100 mm	\$10,975.00

Water Usage Charges

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the defined area of the former Queanbeyan City Council. Water usage will be charge at a single variable rate of **\$3.80** per kl on the all usage recorded through the water meter or meters connected to the property.

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the benefit areas of the Braidwood, Bungendore and Captains Flat Water Supply Schemes. The water usage charge will be based on an inclining block tariff with the first incline up to 200kl per annum being charged at \$2.31 per kl and any usage above 200kl per annum being charged at \$3.63 per kl.

Recycled Water Annual Access Charge

All rateable land within the defined area of Googong Township will be charged an Annual Recycled Water Access Charge equivalent to a 20mm Water Access Charge in accordance with section 501 of the Act.

All strata and non-strata units or dual occupancy properties will be charged an Annual Recycled Water Access Charge equivalent to a 20mm Recycled Water Access Charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates an annual Recycled Water Access Charge will be applied according to the size of the water meter service connection/connections to the property as per table 11 below.

An Annual Water Access Charge equivalent to a 20mm Recycled Water Access Charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1) (b) of the Act.

Table 11.

Meter Size	Annual Charge
20 mm	\$257.00
25 mm	\$402.00
32 mm	\$658.00
40 mm	\$1,028.00
50 mm	\$1,606.00
65 mm	\$2,715.00
80mm	\$4,112.00
100 mm	\$6,425.00

Recycled Water Usage Charge

To promote water conservation, the pricing of recycled water has been calculated at the rate of 5% below the potable water prices.

A charge will be raised in accordance with Section 502 of the Act for the use of Recycled Water Supply Services on a quarterly basis on the usage recorded through the water meter or meters connected to the property. Water usage will be charge at a single variable rate of \$3.61 per kl.

Sewerage Service Access Charges

An Annual Sewerage Service Charge of \$657.00 will be raised under section 501 of the Act to apply to all residential properties within the defined area of the former Queanbeyan City Council.

All strata and non-strata units or dual occupancy properties within the defined area of the former Queanbeyan City Council will be charged

an Annual Sewerage Service Charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates within the defined area of the former Queanbeyan City Council Annual Sewerage Service Charge will be applied according to the size of the water meter service connection/connections to the property as per table 11.

An Annual Sewerage Service Charge – Vacant Land will apply to each parcel of rateable land within the defined area of the former Queanbeyan City Council which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Table 12.

Meter Size	Annual Charge
20 mm	\$657.00
Vacant Land	\$427.00
25 mm	\$1,027.00
32 mm	\$1,682.00
40 mm	\$2,628.00
50 mm	\$4,106.00
65 mm	\$6,940.00
80 mm	\$10,512.00
100 mm	\$16,425.00

Sewer Access Residential Bungendore, Braidwood & Captains Flat

In the case of all rateable land categorised as residential within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme an Annual Sewerage Access Charge of one thousand and twenty two dollars (\$1022.00), exempt of GST, in accordance with Section 501 of the Act.

An Annual Sewerage Service Charge will apply to each parcel of rateable land within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Non-Residential Sewer Access Annual Charge

Sewer Access Non-Residential Bungendore, Braidwood & Captains Flat

In the case of all rateable land not categorised as residential within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme an Annual Sewerage Access Charge in accordance with Section 501 of the Act that is proportional to size of the water meter supply services to the property as per Table 13 below:

An Annual Sewerage Service Charge will apply to each parcel of rateable land within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Table 13.

Meter Size	Annual Charge
20 mm	\$1,171.00
25 mm	\$1,830.00
32 mm	\$2,998.00
40 mm	\$4,684.00
50 mm	\$7,319.00
65 mm	\$12,369.00
80 mm	\$18,736.00
100 mm	\$29,275.00

Sewerage Usage Charges

A Sewerage Discharge Factor (SDF) is applied to all non-residential sewerage infrastructure users. The SDF is applied to the total water usage for properties and reflects the typical load properties place on the sewerage system and is defined in the NSW Office of Water, Liquid Trade Waste Regulation Guidelines April 2009.

Sewerage Usage charges for non-residential properties within the defined area of the former Queanbeyan City Council are calculated by applying business category SDF to the Sewerage Usage Charge of \$1.14 per kl and are raised to cover the sewerage treatment costs.

Table 14.

Land Use Description	SDF
Non Residential	90%
Concrete Batching/Nursery	10%
Golf Course/Bowling Green	5%
Laundromat/Hotel	100%

Recycled Water Usage Charge

To promote water conservation, the pricing of recycled water has been calculated at the rate of 5% below the potable water prices.

A charge will be raised in accordance with Section 502 of the Act for the use of Recycled Water Supply Services on a quarterly basis on the usage recorded through the water meter or meters connected to the property. Water usage will be charge at a single variable rate of \$3.61 per kl.

Sewerage Service Access Charges

An Annual Sewerage Service Charge of \$657.00 will be raised under section 501 of the Act to apply to all residential properties within the defined area of the former Queanbeyan City Council.

All strata and non-strata units or dual occupancy properties within the defined area of the former Queanbeyan City Council will be charged an Annual Sewerage Service Charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates within the defined area of the former Queanbeyan City Council Annual Sewerage Service Charge will be applied according to the size of the water meter service connection/connections to the property as per table 11.

An Annual Sewerage Service Charge – Vacant Land will apply to each parcel of rateable land within the defined area of the former Queanbeyan City Council which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Table 12.

Meter Size	Annual Charge
20 mm	\$657.00
Vacant Land	\$427.00
25 mm	\$1,027.00
32 mm	\$1,682.00
40 mm	\$2,628.00
50 mm	\$4,106.00
65 mm	\$6,940.00
80 mm	\$10,512.00
100 mm	\$16,425.00

Sewer Access Residential Bungendore, Braidwood & Captains Flat

In the case of all rateable land categorised as residential within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme an Annual Sewerage Access Charge of one thousand and twenty two dollars (\$1022.00), exempt of GST, in accordance with Section 501 of the Act.

An Annual Sewerage Service Charge will apply to each parcel of rateable land within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Non-Residential Sewer Access Annual Charge

Sewer Access Non-Residential Bungendore, Braidwood & Captains Flat

In the case of all rateable land not categorised as residential within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme an Annual Sewerage Access Charge in accordance with Section 501 of the Act that is proportional to size of the water meter supply services to the property as per Table 13 below:

An Annual Sewerage Service Charge will apply to each parcel of rateable land within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Table 13.

Meter Size	Annual Charge
20 mm	\$1,171.00
25 mm	\$1,830.00
32 mm	\$2,998.00
40 mm	\$4,684.00
50 mm	\$7,319.00

65 mm	\$12,369.00
80 mm	\$18,736.00
100 mm	\$29,275.00

Sewerage Usage Charges

A Sewerage Discharge Factor (SDF) is applied to all non-residential sewerage infrastructure users. The SDF is applied to the total water usage for properties and reflects the typical load properties place on the sewerage system and is defined in the NSW Office of Water, Liquid Trade Waste Regulation Guidelines April 2009.

Sewerage Usage charges for non-residential properties within the defined area of the former Queanbeyan City Council are calculated by applying business category SDF to the Sewerage Usage Charge of \$1.14 per kl and are raised to cover the sewerage treatment costs.

Table 14.

Land Use Description	SDF
Non Residential	90%
Concrete Batching/Nursery	10%
Golf Course/Bowling Green	5%
Laundromat/Hotel	100%

Sewerage Usage charges for non-residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme are calculated by applying business category SDF in table 15 to the Sewerage Usage Charge of \$2.74 per kl and are raised to cover the sewerage treatment costs.

Table 15.

Land Use Description	SDF
General Main Street Businesses Shop Newsagency Cafes & Restaurants Motels Council Offices Laundromat	95%
Schools	90%
Factories Hospitals Service Clubs Hotels	85%
Churches	70%
Concrete Works	5%

Liquid Trade Waste Annual Charges

In the case of all rateable land not categorised as non-residential within the benefit areas of the Queanbeyan Sewerage Scheme an Annual Access Charge exempt of GST in accordance with Section 501 of the Act for liquid trade waste as follows in Table 16 below:

Table 16.

Category of Discharge	Compliance	Annual Charge	Usage per kl
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One	Complying	\$120.00	\$0.00
One	Non Complying	\$120.00	\$2.35
Two	Complying	\$120.00	\$2.35
Two	Non Complying	\$120.00	\$19.71
Three		\$780.00	As stated in Liquid Trade Waste Excess Mass charges in the Schedule of Fees and Charges

In the case of all rateable land not categorised as non-residential within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme an Annual Access Charge exempt of GST in accordance with Section 501 of the Act for liquid trade waste as follows in Table 17 below:

Table 17.

Category of Discharge	Compliance	Annual Charge	Usage per kl
One	Complying	\$98.00	\$0.00
One	Non Complying	\$98.00	\$3.00
Two	Complying	\$196.00	\$3.00
Two	Non Complying	\$196.00	\$19.71
Three		\$655.00	As stated in Liquid Trade Waste Excess Mass charges in the Schedule of Fees and Charges

Stormwater Management Charge

In accordance with Section 496A of the Act, Council will charge a 'Stormwater Management Charge' against rateable properties for which the service is available. Council has identified the residential and business properties that are within the defined area of the former Queanbeyan City Council's urban stormwater catchment areas.

Properties categorised as Residential (Not being Strata Titled)

A flat charge of \$20.00 for a Stormwater Management Service Charge is to be charged against each eligible assessment categorised as Residential within the urban stormwater catchment.

Properties categorised as Residential (Strata Titled)

A flat charge of \$12.50 for a Stormwater Management Service Charge is to be levied against each eligible residential strata unit within the urban stormwater catchment.

Properties categorised as Business (Not being Strata Titled)

A Stormwater Management Service Charge is to be charged against each eligible assessment (not being strata titled) categorised as business within the urban stormwater catchment area based on the total area of the assessment. A charge of \$20.00 for every 350 square metres or part of 350 square metres will apply, with a minimum charge of \$20.00 to apply for those properties with an area of less than 350 square metres.

Properties categorised as Business (Strata Units)

A Stormwater Management Service Charge against each eligible business strata unit within the urban stormwater catchment area based on one of the following two scenarios:

Scenario 1 – Business Strata Units Only

If the strata complex contains only business properties (i.e. not mixed development) the charge per strata unit will be calculated by using a charge of \$20.00 per 350m² of the land area occupied by the strata scheme (or part thereof), proportioned by the unit entitlement of each lot in the strata scheme. In the event that this approach results in charge of less than \$12.50 per unit, a minimum charge of \$12.50 will be levied on each strata unit.

Scenario 2 – Business & Residential Strata Units (Mixed Development)

If the strata complex contains mixed development (i.e. properties rated as both business and residential) the dominant category of the strata scheme must be determined and charges will apply for Business strata unit or Residential Strata units as previously adopted. In the event that a mixed development is 50% residential and 50% business, council has the discretion to determine whether to charge the property as a residential or business property.

Urban Land Exempt from the Stormwater Management Service Charge

The same exemptions that apply to non-rateable properties for other rates and charges also apply in respect of the stormwater management service charge pursuant to the Local Government Act. In addition, the following properties are also exempted from this charge under the provisions:

- Rateable land owned by the Crown

- Rateable land under a lease for private purposes granted under the Housing Act 2001 or the Aboriginal Housing Act 1998

Interest on Overdue Rates & Charges

In accordance with Section 566 of the Act, interest will accrue on outstanding rates and charges at the rate of seven point five per cent (7.5%) per annum simple interest calculated daily.”

2. That the annual sewerage service charge to apply to all residential multiple residence properties where individual separate occupancies are situated on a parcel of land in single ownership (includes non-strata flats, units, villas and dwellings within retirement villages) be the number of occupancies x residential single dwelling charge x 0.5, and that this be reviewed for FY2019/20.

8.14 Investment Report - May 2017

170/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the investment income for May 2017 is \$372,802 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$4,470,735 which is \$835,893 above the year to date budget.
2. Note the investment portfolio have been made in accordance with the Local Government Act 1993, the Local Government General Regulations.
3. Note the investment portfolio became non-compliant with the QPRC Investment Policy since the recent downgrading of Bank of Queensland.
4. Restrict any further investment of BBB+ and below rated deposits until the BBB+ and below category meets the required Investment Policy guidelines.
5. Adopt the Investment Report for the month of May 2017.

8.15 Progressing the Proposed Memorial Park - Preparation of Planning Proposal and Classification of Land as Operational Land - Corner Old Cooma Road and Burra Road

171/17

RESOLVED (Overall)

The Administrator resolved that in order to progress the planning and assessment, stakeholder and community engagement processes for a proposed memorial park on the corner of Old Cooma Road and Burra Road, Council:

- a. Prepare a Planning Proposal for Lot 2 DP 112382 and Lot 126 DP 754881 to amend the *Queanbeyan Local Environmental Plan 2012* to provide for additional permitted uses, being that of a 'cemetery' and 'crematorium', in Schedule 1 Additional Permitted Uses, for this site.
- b. Request the Minister to make the final determination on whether the Planning Proposal should proceed (to ensure the independence of the process).
- c. Classify Lot 2 DP 112382 and Lot 126 DP 754881 as 'operational land' under the Local Government Act 1993 , whether that be for a memorial park as proposed, for another use such as rural-residential or recreational development or disposal of the land.
- d. Note that the Planning Proposal and Gateway process includes a requirement that following the stakeholder and community consultation processes the Planning Proposal will be referred to the elected council for consideration and determination on whether to proceed with the Planning Proposal to permit the proposed memorial park.
- e. When preparing the Planning Proposal to the Minister, include the details for Community Consultation including a community meeting being held at the Fernleigh Park Community Hall.
- f. Include the preparation of an independent social impact assessment in the planning process should the planning proposal proceed.
- g. Incorporate a public hearing into the planning and engagement processes should the Planning Proposal proceed.
- h. Consider including funding in the 2017/18 and 2018/19 Operational Plans for boundary tree plantings, with the objective of providing well established screening in advance of any potential development, whether that be for a memorial park, for another use such as rural-residential or recreational development or disposal of the land.

8.16 Funding Arrangements - Purchase of Land 1187- 1241 Old Cooma Road, Royalla and Extension of Q-One Indoor Sports Centre

172/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Delegate to the General Manager to raise a loan of \$4,500,000 with NSW Treasury Corporation for the purpose of the purchase of 1187 – 1241 Old Cooma Road, Royalla and the Extension of the Queanbeyan Indoor Sports Centre.
2. Replenish the reserves used to initially finance those projects.

8.17 Rates Relief Sporting & Community Organisation under section 356 of the Local Government Act 1993

173/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Approve donations to the three organisations who have applied for a rebate of Rates and Charges levied for the 2016/2017 rating year.
 - a. In the order of 50% for Ukrainian-Australian Social Association in Queanbeyan - \$4,067.62
 - b. In the order of 50% for Queanbeyan & District Basketball Association - \$3,102.50
2. Grant a rebate for Home in Queanbeyan of 50% rates and charges for 2016/17.

8.18 Queanbeyan-Palerang Regional Council General Election

174/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the appointment of the NSW Electoral Commission to conduct the QPRC election on 9 September 2017.
2. Note the arrangements in relation to the non-residential roll.
3. Endorse the program being undertaken in relation to the QPRC Local Government Election.

9. INFORMATION REPORTS

- 175/17 **9.1 Community Consultation- Bike Path Jerrabomberra Circle and Community Consultation- Shared Path McEwan Avenue**
RESOLVED (Overall)
The Administrator resolved that the report be received for information.
- 176/17 **9.2 Community Engagement for the development of a new Community Strategic Plan for Queanbeyan-Palerang**
RESOLVED (Overall)
The Administrator resolved that:
1. The report be received for information.
 2. Council prepare a community engagement strategy in line with the IPR framework.
- 177/17 **9.3 Heritage Advisors' Positions and Annual Report**
RESOLVED (Overall)
The Administrator resolved that the report be received for information.
- 178/17 **9.4 Queanbeyan headquarter redevelopment - consultation**
RESOLVED (Overall)
The Administrator resolved that:
1. The report be received for information.
 2. Council undertake community consultation on completion of the concept plans.
- 179/17 **9.5 Royalla Common s.355 Committee minutes**
RESOLVED (Overall)
The Administrator resolved that Council note the minutes of the Royalla Common s.355 Committee's meeting held on 10 April 2017.
- 180/17 **9.6 NSW Government Budget - Roads Package**
RESOLVED (Overall)
The Administrator resolved:
1. That the report be received for information.
 2. A further report of the proposed scheduling of these roadworks be provided to Council.

10. COMMITTEE REPORTS**10.1 Local Traffic Committee Meeting - 6 June 2017**

181/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the minutes of Local Traffic Committee Meeting held on 6 June 2017.
2. Adopt recommendations LTC 15/17 to LTC 23/17 from the meeting held on 6 June 2017.

LTC 15/17 Under Road Transport Act 2013 install two additional 'No Stopping' signs at Jerrabomberra Community Centre Car Park as per design

LTC 16/17 Under Roads Act 1993 approve traffic control plan for St Paul's Burra Field Day on Saturday 9 September 2017 from 9.00am until 3.00pm

LTC 17/17 Under the Road Transport Act 2013 install 'No Stopping' signs and 'Give-way' ahead warning sign on Caragh Avenue as per design.

LTC 18/17 Under the Road Transport Act 2013 install 'Kiss and Ride' signage on existing 'No Parking' signs on Cameron Road as per design

LTC 19/17 Under the Road Transport Act 2013 implement sign and line-marking changes at High Street and Waterloo Street as per design

LTC 20/17 Under the Road Transport Act 2013 implement changes to designate police parking in Morisset Street Car Park as per design

LTC 21/17 Under Road Transport Act 2013 implement changes on Crawford Street, Morisset Street and Sheedy Lane for Queanbeyan CBD taxi parking as per design

LTC 22/17 Under Road Transport Act 2013 implement 'No Stopping' signs on southern side of Edwin Land Parkway as per design

LTC 23/17 Under the Roads Act 1993 pending minor changes recommended by the committee, approve traffic control plans and road closures for Bungendore & District Car & Bike Show for Saturday 30 September 2017 including:

Road Closure from 7am – 5pm of

- Gibraltar Street from Royal Hotel up to Majara Street
- Butmaroo Street from Turallo Terrace to the Service Station

Road Closure from 5pm – 8pm of

- Gibraltar Street from Royal Hotel to Butmaroo Intersection

10.2 The Q Board Meeting - 29 May 2017

182/17

RESOLVED (Overall)

The Administrator resolved that the report of The Q Board Meeting, 29 May 2017 be noted.

11. DELEGATES' REPORTS

Nil

12. RESPONSES TO COUNCILLORS' QUESTIONS

Nil

13. COUNCILLORS' QUESTIONS FOR NEXT MEETING

Nil

14. NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

At this stage of the proceedings Mr Overall advised that there were items on the Agenda that should be dealt with in Closed Session.

Mr Overall then asked that, in accordance with Clause 59.6 of the Council's Code of Meeting Practice, were there any presentations as to why the matters listed below should not be dealt with in Closed Session.

PRESENTATIONS

There were no presentations.

183/17

RESOLVED (Overall)

That pursuant to Section 10A of the Local Government Act, 1993 the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

Item 15.1 Queanbeyan Golf Club arrangement to pay outstanding amounts and request to waive accrued interest.

Item 15.1 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The meeting then moved into Closed Session at 6.57 pm to discuss the matters listed above.

The meeting returned to Open Session by virtue of Resolution No.185/17 made in Closed Session.

The doors of the chamber were opened to allow the public to enter. In accordance with Clause 253 of the Local Government (General) regulations 2005, Mr Overall then read out the decisions of Council made in Closed Session.

15.1 Queanbeyan Golf Club arrangement to pay outstanding amounts and request to waive accrued interest.

The Administrator resolved that Council:

1. Accept the arrangement to pay \$500 per month on each of the assessments, being 5 Brown Street, Queanbeyan (the QGC clubhouse) and 1A Dodsworth Street, Greenleigh (the back 9) for a period of six months only and a review be carried out at that time to renegotiate the payment amounts.
2. Write off interest charges of \$3,509.52.
3. Waive the interest charges on those assessments, providing the Queanbeyan Golf Club comply with the payment arrangement.

The Administrator acknowledged the contribution and work of the Local Representative Committee including Chairman, Mr Pete Harrison, Deputy Chair, Mr Peter Bray, who have contributed time, energy and commitment to supporting the Administrator and staff in the transition to the new Council, and participation on community committees.

At this stage in the proceedings, the time being 7pm, Mr Overall announced that the Agenda for the meeting had now been completed.

**TIM OVERALL
ADMINISTRATOR
CHAIRPERSON**



PLANNING AND STRATEGY COMMITTEE OF THE WHOLE MEETING

Council at its meeting of 23 November 2016 resolved (M/N 295/16) as follows:

The Planning and Strategy Committee of the Whole be delegated authority in accordance with Section 377 of the Local Government Act 1993 to determine matters pursuant to the:

- Environmental Planning and Assessment Act 1979
- Local Government Act 1993
- Swimming Pools Act 1992.
- Roads Act 1993
- Public Health Act 2010
- Heritage Act 1977
- Protection of the Environment Operations Act 1997

MINUTES OF THE PLANNING AND STRATEGY COMMITTEE OF THE WHOLE OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 12 July 2017 commencing at 5.30pm.

ATTENDANCE

Administrator: T. Overall (Chair)

Staff: P Tegart, Interim General Manager; M Thompson, Portfolio General Manager Natural and Built Character; G Cunningham Acting General Manager Community Connections, Portfolio General Manager Community Connections; J Richards, Portfolio General Manager Community Choice and S Taylor, Service Manager Finance.

Also Present: W Blakey, Management Accountant (Clerk of the Meeting) and S Edwards (Minute Secretary).

1. APOLOGIES

Nil

2. PRESENTATIONS/DEPUTATIONS/PETITIONS

Nil

3. DECLARATIONS OF INTEREST

PLA076/17

RESOLVED (Overall)

That the Administrator and staff now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

Nil

STAFF REPORTS

4. ENVIRONMENT, PLANNING AND DEVELOPMENT

4.1 Development Application 82-2017 - Dwelling Addition - 20 Delmar Crescent, Karabar

PLA077/17

RESOLVED (Overall)

1. That Council grant approval to vary Clause 4.3 – Height of Buildings of the QLEP 2012 to allow the proposed development to exceed the 5.5m height limit for the following reasons:

- (a) To allow the upper floor of a fire damaged two-storey dwelling house to be reinstated;
- (b) The two-storey dwelling maintains the same building envelope as the previously approved two-storey dwelling and therefore there is no change to streetscape and character; and
- (c) The proposed development satisfies the objectives of QLEP 2012 and QDCP 2012 despite exceeding the height limit prescribed by QLEP 2012.

2. That development application 82-2017 for dwelling additions on Lot 32, DP 13887, No. 20 Delmar Crescent, Karabar be granted conditional approval.

4.2 Request for Licence Agreement for Community Garden at 44 Helen Circuit, Googong

PLA078/17

RESOLVED (Overall)

1. That Council support a Licence Agreement with the Googong Residents Association for a Community Garden at 44 Helen Circuit, Googong (Lot 1365 DP 1217419) for a five year term commencing 01 August 2017.
2. That the proposal be publicly advertised in accordance with Section 47 of the Local Government Act.
3. That if no objections to the proposal are received, the General Manager be authorised to execute the Licence Agreement on behalf of the Council.

5. INFORMATION REPORTS

5.1 New Simplified Housing Code

PLA079/17

RESOLVED (Overall)

That the report be received for information.

6. COMMITTEE REPORTS

6.1 Heritage Advisory Committee (Queanbeyan) Meeting - 19 June 2017

PLA080/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the Report of the Heritage Advisory Committee (Queanbeyan) held on 19 June 2017.
2. Note that in regard to HAC 005/17, consideration will be given to incorporating the provision of a toddler pool in the tender documentation at the Council Meeting on 26 July 2017.

At this stage in the proceedings, the time being 5.38pm, Mr Overall announced that the Agenda for the meeting had now been completed.

**TIM OVERALL
ADMINISTRATOR
CHAIRPERSON**

ITEM 2 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

The provisions of Chapter 14 of the Local Government Act, 1993 regulate the way in which Councillors and nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest must be disclosed as soon as practicable after the start of the meeting and the reasons for declaring such interest.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions, voting on that matter, and require that member to vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest

Recommendation

That the Administrator disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

8.1 Abbeyfield Bungendore project (Ref: C17110547; Author: Tegart/Ferguson)

Summary

This report discusses the request by the Abbeyfield Bungendore Committee for Council to provide the property at 4-6 Majara Street, Bungendore, as the site for its community housing project. The Abbeyfield Bungendore project was granted funding by Council under Rounds 1 and 2 of the Stronger Communities Fund program (SCF).

Recommendation

That Council:

- 1. note the report;**
 - 2. determine whether it wishes to offer the Council-owned property at 4-6 Majara Street, Bungendore, to Abbeyfield Bungendore to enable the development planning, application and construction of a 12-14 unit, independent living housing project for seniors on low incomes;**
 - 3. if it wishes to offer the subject property to Abbeyfield Bungendore, determine whether it be gifted or ground leased at a nominal rent.**
-

Background

Abbeyfield Australia Ltd is a nationally registered community housing provider and not-for-profit charity with deductible gift recipients (DGR) status. Abbeyfield Bungendore, one of 27 individual Abbeyfield local societies, was established in 2013 and is a separately incorporated association constituted within the *NSW Associations Incorporations Act 2009*.

Abbeyfield Bungendore has been working with the continued support and governance of the national body towards building a not-for-profit, affordable, non-denominational Abbeyfield House in Bungendore for 12-14 seniors/pensioners.

Abbeyfield Bungendore submitted an application for funding of \$50,000 in the first \$1m round of the SCF program. At the time, this funding was to assist with the acquisition of a block of land, 2,547m² in size, within a subdivision of Anglican Church land. That block is adjacent to the Anglican Church and fronts Gibraltar St, Bungendore. Their application stated *inter alia*: "Bungendore is a rapidly growing town with no low cost housing or facilities for the aged who live in the village and on farms in the surrounding hinterland." The application also noted that the former Palerang Council had been unable to assist in the provision of a site for Abbeyfield Bungendore's project even though that Council's Strategic Community Plan 2014-24 listed an indicator of success as "greater support for elderly people to live in the local area."

Assessment Panel meeting 12 December 2016

In assessing the applications for funding under the first \$1m round of the SCF for community, not-for-profit groups, Council's Assessment Panel at its meeting on 12 December 2016 recommended that the application for \$50,000 grant funding from Abbeyfield Bungendore to assist with the acquisition of land and offset Council fees be approved with the following conditions:

1. the \$50,000 Stronger Communities funding is to be released for the purchase of the land when the Abbeyfield Bungendore Committee can demonstrate that it has obtained the remainder of monies required for this purpose;

**8.1 Abbeyfield Bungendore project (Ref: C17110547; Author: Tegart/Ferguson)
(Continued)**

2. if the land is sold within seven years, the \$50,000 Stronger Communities funding is to be returned to Council;
3. the land be owned by the local community

Planning and Strategy Committee meeting 8 February 2017

At its Planning and Strategy Committee meeting held on 8 February 2017, Council considered a number of proposed major infrastructure projects in the second \$9m round of SCF funding, and resolved to support funding of \$1m for Abbeyfield Aged Accommodation Bungendore.

Local Representation Committee meeting 10 March 2017

The SCF projects were referred to the Local Representation Committee (LRC) for consideration and recommendation as part of the community feedback process.

At its meeting on 10 March 2017, the LRC recommended that Council continue to explore alternative sites for the Abbeyfield Bungendore project in an endeavour to maximise community benefit from the grant funding.

Council's Ordinary meeting 22 March 2017

At its meeting on 22 March 2017, following public exhibition of the proposed allocation of funds for major infrastructure projects in the \$9m Round 2 of the Stronger Communities Fund, Council resolved to reduce the initial allocation of \$1m to \$500,000 for the Abbeyfield Bungendore project, pending the investigation into, and ultimate provision of, an alternative Council-owned site for the project, utilising the balance of \$500,000. This decision was made to ensure that the SCF Round 2 funding was better shared around the QPRC Local Government Area.

Alternative sites for Abbeyfield Bungendore project

Following a meeting with the Abbeyfield Bungendore Committee and staff in April 2017, an alternative site at 12 Malbon Street, Bungendore, was nominated for investigation. The Abbeyfield Committee looked at the site and advised that, while the location was ideal, "the current size and heritage cottage severely restricted building and design options". It was therefore ruled out as an option.

The Abbeyfield Bungendore Committee also advised on 28 March 2017 that they had met with the Anglican Church executive to verify that the Church was now withdrawing from the arrangements of subdivision and sale of the block to Abbeyfield Bungendore.

The Abbeyfield Bungendore Committee then suggested that another Council-owned site at 4-6 Majara Street, between the Council Chambers and Community Centre, would be ideal and could ensure that the third condition of the original \$50,000 SCF grant would be met, i.e. that the community retained ownership of the land.

The property at 4-6 Majara Street is now the subject of a request by Abbeyfield Bungendore for gifting from Council to enable the community housing project to proceed (see **Attachment 1**). Details of the property are at **Attachments 2 and 3**.

**8.1 Abbeyfield Bungendore project (Ref: C17110547; Author: Tegart/Ferguson)
(Continued)**

Implications***Legal***

The land is classified as “operational” in the Council property database as required by the *Local Government Act 1993*, although there does not appear to be a resolution by the former Palerang Council to this effect. It is assumed that the former Yarrowlumla Council recognised the land as “operational”, hence the database classification.

Being operational land, it can be sold or leased in a commercial fashion, without the community consultation process that is required for “community” land.

Planning

The two lots within 4-6 Majara Street, Bungendore are adjacent to:

- (a) a community health centre which is currently used for after-school care,
- (b) a road used by extractive industries vehicles (sometimes truck and dog),
- (c) a public swimming pool,
- (d) the Bungendore railway station with regular train services,
- (e) a recently approved scout hall and
- (f) the Council Chambers and administration office.

The former Palerang Council had identified this land as a site for a new ambulance station in Bungendore. Council had made many representations without success to the NSW Government to establish an ambulance station in the town.

In 2012, Council considered an alternative site for an ambulance station in Bungendore in an attempt to co-locate it with emergency services; however nothing came to fruition. Council then decided to review its options for the property at 4-6 Majara Street. This resulted in an item being included in the draft Bungendore Structure Plan that the land could be used for a government/Council land use, perhaps emergency services, community facility or the like.

Further, the *Palerang Development Control Plan 2015* (p.151) includes the lots in the ‘Civic’ precinct and, while it does not seek to control the types of land uses in the precinct, it recognises the precinct as being a Council/government area. The land may be required by Council for expansion of the Bungendore administration office to include a joint library/customer centre.

The subject land is identified as Lot 13 DP 113906 (889m²) and Lot 14, DP 1139067 (832m²), making the total area 1,721m². This represents a reduction of 826 m² in size from the original Anglican Church site.

Both lots are zoned SP2 – Infrastructure – Public Administration Building. The main issue affecting the preferred site is that a Planning Proposal will be required to allow the Abbeyfield group home to proceed as it would not currently be permissible in the SP2 zone. It may be possible to do this by including a Group Home as a permissible use in the SP2 zone or, alternatively, changing the whole zone to one which allows a group home e.g. R2. Regardless, the significant issue is that this process is likely to take between 9-12 months to complete.

**8.1 Abbeyfield Bungendore project (Ref: C17110547; Author: Tegart/Ferguson)
(Continued)**

Should Council proceed with this proposal, it should be aware of the potential impacts of disposing of the land, which may include:

- location of a residential facility in an area affected by traffic noise, rail noise and vibration, noise from the swimming pool and adjacent community facility;
- location of a residential facility adjacent to a major sporting facility with consequent disruption from parking and noise;
- the loss of the potential site for future community facilities or other civic and government needs;
- distance from retail and health facilities;
- loss of commercial value of the land if the property is gifted to Abbeyfield Bungendore.

Financial

If Council decides to sell the property to Abbeyfield Bungendore, a valuation would need to be obtained.

If the property were to be leased to Abbeyfield Bungendore, the rent would be nominal.

Conclusion

Council has received a request from Abbeyfield Bungendore to provide the Council-owned property at 4-6 Majara Street, Bungendore, for the purpose of building 12-14 units in a not-for-profit community housing project to enable independent, low-cost living for seniors. Council is asked to determine whether it wishes to accede to this request, and if so, whether it wishes to gift or ground lease the property.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Abbeyfield Bungendore's letter of request including plan of housing
<i>(Under Separate Cover)</i> |
| Attachment 2 | Land space 4-6 Majara St, Bungendore <i>(Under Separate Cover)</i> |
| Attachment 3 | Plan of blocks 4-6 Majara St, Bungendore <i>(Under Separate Cover)</i> |

8.2 Tender Assessment - Queanbeyan Park Playground (Ref: C17108319; Author: Thompson/Sibbick)

Summary

Tenders were called for the Removal, Design and Installation of a new playground at the Queanbeyan Park. Funding of \$250,000 has been allocated for this project from the Stronger Communities \$9M fund.

Recommendation

That Council award Contract No. VP75270 to Tenderer number 1

Background

Initial improvement works to the Queanbeyan Playground occurred in 2011/2012, which included installation of some play equipment, a rubber surface bike track, park furniture, covered single barbecue and enclosed fencing. At that time there was insufficient funding to replace the major component of play equipment in the playground. Additional funding for playground improvements has recently become available through the Stronger Communities Fund. As a result, this funding will see the replacement of the main playground section of the Queanbeyan Park playground.

A new twin disabled toilet unit has recently been installed into the Queanbeyan Park playground that further supports the need to upgrade the playground equipment. Additionally, there is also, and has been for some time, a wheelchair specific swing (the Liberty Swing), linking this feature with the new disabled toilet facility, it was envisaged that the new playground equipment should support, in its design, wheelchair specific play in an "All abilities" context. Therefore, the brief for this tender was specific in its request for an All Abilities and All Inclusive playground.

Requests for tenders were placed on Vendor Panel, the online tendering portal used by Council, to source suppliers to design and install the new all abilities playground. Whilst there were nine (9) suppliers who tendered for this project, one (1) supplier in particular provided the most comprehensive playground design that supports an All Abilities and All Inclusive playground.

A tender evaluation report is attached, providing further details of the tenders received, the evaluation and the supplier interest in this project.

8.2 Tender Assessment - Queanbeyan Park Playground (Ref: C17108319; Author: Thompson/Sibbick) (Continued)

Implications***Legal***

The selection of this tenderer complies with:

1. The Local Government Act 1993 (Section 55): Notable clauses:

Tendering threshold in the Regulations as cited by the Legislation

- Any contract >\$150,000 including GST must go to public tender REG 163 (2)
- Exemptions include any parties on the Prescribed Entity list REG 163 (1A):
- Local Government Procurement Partnership

Policy

The following policies were relevant in the consideration of this tender:

- Queanbeyan Palerang Regional Council (DRAFT) Procurement Policy
- Queanbeyan Palerang Regional Council Procurement Procedure Part 1 Governance

Environmental

The new playground will not impact the local ecology or biodiversity. The playground will be replacing an existing playground structure. Any rectification work surrounding the project area will be carried out prior to project closure.

Sustainability

This project will not impact on energy use at the Queanbeyan Park playground. Recycling of waste creation is currently in place and will continue throughout and post project periods.

Asset

The new playground will become a renewed asset for Council that replaces an existing asset. The cost of new assets at Queanbeyan Park playground will total \$250,000 ex GST. The new assets will also include a new covered double barbecue and a new water refill station that complements the renewed playground assets.

Social / Cultural

The playground at Queanbeyan Park is one of the most popular and highest use playgrounds in Queanbeyan. Due to the fact that is in a central location, is fully fenced and contains a toilet facility, it is very popular with young families; playgroups and mothers groups who meet regularly at the Park; and is also a very popular location for children's birthday parties.

The playground contains a Liberty Swing, solely for use by wheelchair bound children and operates electronically. This piece of disabled play equipment, coupled with the fact that a new disabled toilet facility has recently been installed, has been the basis of the brief for this playground to be fully wheelchair accessible compliant. This playground can now play a key role in accommodation a section of the community that find it challenging to entertain wheelchair bound children.

8.2 Tender Assessment - Queanbeyan Park Playground (Ref: C17108319; Author: Thompson/Sibbick) (Continued)

Strategic

This project is in keeping with the Queanbeyan-Palerang Regional Council Disability Inclusion Action Plan 2017-2021 that guides Council in the development of an inclusive local community.

Engagement

The main users of this playground expressed a desire for the playground equipment to be upgraded after previous work was carried out in 2011-12.

Financial

The budget for this project is \$250,000 ex GST and is funded from the Stronger Communities \$9M Grant fund. Tenders received for this project, to upgrade play equipment, were within the budget allocated enabling staff to include the additional complementary facilities such as the barbecue and water refill station.

Program Code	Expense Type	Funding source	Amount
5385	Capital Project	Stronger Communities \$9M Grant	\$250,000

Resources (including staff)

Staff of Council's Urban Landscapes section will be responsible for managing the contract and the project to implement the new playground.

Integrated Plan

This project aligns with the current Queanbeyan-Palerang Regional Council Operational Plan 2017-18.

Conclusion

All Tenderers for this project submitted well prepared and comprehensive tenders. Tenderer 1 however submitted an impressive playground design that complies with the brief to design an "All abilities" and "All access" play. It is therefore recommended that Tenderer 1 be awarded the contract for the Removal, Design and Installation of new playground at the Queanbeyan Park playground.

Attachments

Attachment 1 Tender Evaluation Report - Queanbeyan Park Playground (*Under Separate Cover*) - **CONFIDENTIAL**

8.3 Regional Grant Fund Programs (Ref: C17108573; Author: Thompson/Geyer)

Summary

The NSW Government has recently announced a series of grant funding programs aimed at improving infrastructure and services throughout regional NSW. Within the suite of programs, the 'Stronger Country Communities Fund', 'Resources for Regions Fund', 'Regional Sports Infrastructure Fund' align with Council's forward plans and community priorities. Queanbeyan-Palerang Regional Council is eligible to apply for funding from any or all of these programs.

Recommendation

- 1. That Council's priority projects for the Stronger Country Communities Fund be the Queanbeyan River Walk and High Street Sports Field Amenities.**
-

Background

Council has been advised that the Stronger Communities Fund and Resources for Regions Funds are now open and Council is eligible to apply, within the guidelines, for community infrastructure projects. It is anticipated the Regional Sports Infrastructure Fund will be released soon.

The Resources for Regions Fund - This fund is targeting communities impacted by the mining industry, to assist improving community facilities. Expressions of Interest for this fund close 18 August 2017. Council currently has design consultants working on concepts for Braidwood Town Centre and Ryrie Park and will be holding a community meeting to present initial concepts to the community 10 August. It is proposed to lodge an EOI for funds under this project, leveraging off existing funds and priorities adopted by Council in Braidwood CBD/Ryrie Park and the Braidwood Aquatic Centre.

The Stronger Country Communities Fund - The fund is divided across the state into three tranches. Applications for Tranche B, which includes QPRC, is open for applications between 16 August and 13 September 2017. Projects are to be a minimum of \$100,000, but ideally between \$250,000 and \$1,000,000. Larger projects may be considered where significant co-contribution is provided. Council may apply for more than one project, but the total must not exceed the upper limit. Once again, Council has approved a number of projects through community engagement and the Integrated Planning Process, adopted strategic plans and plans of management. The best value for money would be achieved through leveraging off existing projects or high priority projects that have not yet been funded.

The Queanbeyan River Walk has featured prominently on the community's desire list for some time and Council has already committed funds to place a low level crossing between Morisset St and the weir. Leveraging off this project for additional funds, if successful, would allow for the link between this new crossing and Queen Elizabeth II Park to be completed.

High Street Sports field has been identified, through the Sports Facilities Strategic Plan, as a high priority for provision of amenities. High Street Field currently has a small single change room and no canteen or storage. This project would provide a new amenities building with canteen, storage, club and referee rooms.

Regional Sports Infrastructure Fund - The sports infrastructure fund is yet to be opened for applications and guidelines have not been released. However, it is expected this program will

**8.3 Regional Grant Fund Programs (Ref: C17108573; Author: Thompson/Geyer)
(Continued)**

be released soon. It is proposed, that if the applications are called over the next few weeks, before a new council is elected, that projects, which meet the guidelines, would be chosen from the priority list within the adopted Sports Facilities Strategic Plan, such as the regional sports facility.

Implications***Social / Cultural***

The grant funds are specifically designed to support communities and social wellbeing through improved infrastructure. The whole community will benefit through better access to parks and community facilities.

Economic

The projects will inject funds into the local economy during construction, however ongoing benefits will also be realised through operations and activities in the parks and sports facilities.

Strategic

Council has adopted a number of Strategic Plans and Capital Works Projects that have come through the Integrated Planning Process. The projects discussed in the report are all included in these plans and have been through appropriate community consultation.

Engagement

Council underwent community engagement for each of the proposed projects as part of the integrated planning process, development of strategies and plans of management. In each case projects were considered of high importance by the community.

Financial

Stronger Country Communities - Council has some funding allocated (\$760,00) for the low level crossing river walk. Additional grant funds, between \$350,000 and \$450,000 would fill in missing links and complete a walking loop. High Street is an unfunded project but a high priority in the strategic plan. Estimates for a new amenities building on the site are around \$400,000.

Resources for Regions - \$500,000 is allocated for the Braidwood CBD and \$400,000 for Aquatic Centres. Staff are currently preparing cost estimates for the additional works that meet guidelines. These cannot be finalised until after the community meeting however, will be ready for the expressions of interest stage.

Conclusion

The NSW Government is rolling out a series of infrastructure grant programs that will assist Council provide facilities and services. The projects listed in this report all fit the grant guidelines and are considered high priorities by the community.

Attachments

Nil

8.4 Status of Stronger Communities Fund Projects (Ref: C17110615; Author: Tegart/Ferguson)

Summary

This report provides an update on the status of projects approved by Council under the two rounds of the \$10m Stronger Communities Fund (SCF). A six-monthly progress report must be submitted to the Office of Local Government (OLG) by 31 July 2017.

Recommendation

That Council:

- 1. note the report;**
 - 2. endorse the status report to be submitted to the Office of Local Government by 31 July 2017.**
-

Background

As previously reported to Council, up to \$10m is available under the State Government's SCF to new councils created as part of the Government's 'Fit for the Future' reform program. The Stronger Communities Fund is to be spent or committed by 30 June 2019, and all funding acquitted before 31 December 2019. Under the Stronger Communities Fund Guidelines, the funding is being allocated in two rounds as follows:

1. Community Grant program – up to \$1m in grants of up to \$50,000 to incorporated, not-for-profit community groups and Council's s.355 committees for projects that build more vibrant, sustainable and inclusive local communities.
2. Major Projects program – all the remaining funding to larger scale priority infrastructure and services projects that deliver long-term economic and social benefits to communities.

First \$1m Round

Details of each approved grant and their status are included in the attached spreadsheet (**Attachment 1**).

The completed projects to date are:

- Bungendore Preschool - \$13,517.73 for the renovation of the existing bathroom at the Bungendore Preschool;
- Nerriga Progress and Sporting Association - \$5,410 for the painting and refurbishing of the exterior and parts of the interior of the Nerriga Hall;
- Molonglo Rail Trail Inc - \$48,400 for the Captains Flat Bike Park;
- Karabar Preschool - \$2,420 for office area renovation;
- Wamboin Community Association - \$30,000 for enhancing the capability of the Wamboin Community Hall Complex through the purchase and installation of audio visual equipment.

Second \$9m Round

8.4 Status of Stronger Communities Fund Projects (Ref: C17110615; Author: Tegart/Ferguson) (Continued)

The following table sets out the status of the major infrastructure projects approved by Council in the second \$9m round of the SCF.

No.	Approved project	Funding	Status of project
1	Araluen Area s.355 Committee	\$15,000	Geo-tech survey carried out; DA to be lodged.
2	Braidwood, Bungendore, Capt Flat swimming pools	\$400,000	Pool specialists have been undertaking investigations into the state of the pools to determine priority of works. Council awaiting a grant submitted, and pending a result, which would see the \$400k doubled to \$800k. Project scheduled to commence March 2018.
3	Town centre improvements Braidwood	\$500,000	Project has commenced; landscape architect engaged; continuing community consultation.
4	Town centre improvements Bungendore	\$500,000	Project commenced and in progress.
5	Rusten House	\$550,000	Council's project manager has been liaising with the architect, who has current drawings and plans, and has also sent preliminary information to Council's planning staff to initiate the DA process. Heritage advisors have been consulted and some internal work has already been done. The remainder of the project (interior renovations) is about to start.
6	Abbeyfield Bungendore	\$500,000	See separate report to 26 July 2017 Council meeting.
7	Dog Park Googong	\$125,000	Project has commenced.
8	Refurbish netball courts Karabar	\$175,000	To commence tender preparation in August.
9	Wet play area, Queanbeyan Aquatic Centre	\$450,000	Tenders called; report to 26 July 2017 Council meeting.
10	Queanbeyan Showground grandstand	\$350,000	Project is at design and documentation state.
11	Seiffert Oval lights	\$200,000	Tender preparation to commence in September
12	Braidwood Rec Ground Stage 2	\$300,000	Project in planning stage.
13	Bungendore Rec Ground Stage 1	\$1,500,000	Project in planning stage.

8.4 Status of Stronger Communities Fund Projects (Ref: C17110615; Author: Tegart/Ferguson) (Continued)

14	River path incl low level footbridge Queanbeyan	\$760,000	Concept designs completed. Ready for exhibition and community feedback.
15	Karabar streetscape improvements, commercial precinct	\$46,000	Works have commenced.
16	Queanbeyan Park central playground equipment	\$250,000	Tenders called; report to 26 July 2017 Council meeting.
17	Glebe Park Playground	\$90,000	Quotes have been called.
18	Henderson Road Recreation Area	\$125,000	Consultation commenced; quotes requests in progress.
19	Seiffert Oval spectator entrance improvements	\$200,000	Tender preparation to commence in September.
20	Upgraded community facilities Capt Flat	\$100,000	Not commenced.
21	Lascelles St upgrade Braidwood	\$800,000	Planning is underway for this project.
22	Upgrade lighting Margaret Donohue Oval	\$200,000	
23	Queens Bridge approach enhancement from Yass Road	\$200,000	Landscape architect engaged.
24	Water storage infrastructure Braidwood Servicemen's Club	\$45,000	Awaiting confirmation of quotes for bore; to proceed within one week if confirmed. Deposit on tank about to be paid; boundary to be marked out; meeting with contractor re trees to be removed and holes dug for tank.

Implications

Financial

At the time of writing this report, funding has been released to 38 community organisations totalling \$1,218,670. Some of this funding has been sourced from the SCF second round. One group is awaiting approval of their additional budgetary information and six still need to provide their additional budgetary information to Council before a letter of agreement can be forwarded to them.

Conclusion

A six-monthly progress report is required by the OLG for projects funded under the NSW Government's Stronger Communities Fund. The report is provided for Council's information and endorsement.

Attachments

Attachment 1 Status report Stronger Communities Fund projects July 2017 (*Under Separate Cover*)

8.5 Land Classification - Lot 776 DP 1230282 (20 Lindbeck Corner) Googong (Ref: C1797574; Author: Spyve/Warne)

Summary

Section 31(2) of the *Local Government Act* states that “before a Council acquires land, or within 3 months after it acquires land, a Council may resolve (in accordance with this Part) that the land be classified as community land or operational land.” This report proposes classifying Lot 776 DP 1230282 (20 Lindbeck Corner) Googong as community land.

Recommendation

That in accordance with Section 31(2) of the *Local Government Act 1993 (NSW)*, Council resolve that the following property be classified as “Community Land”:

- 1. Lot 776 DP 1230282 (20 Lindbeck Corner) Googong**
-

Background

On 13 June 2017, ownership of Lot 776 DP 1230282 (20 Lindbeck Corner, Googong) was transferred to the Council. This property is open space Public Reserve and has been dedicated to the Council under the Googong Voluntary Planning Agreement. Refer area outlined in red on the plan at Page 2.

Council can classify properties as either “operational land” or “community land”. This property is intended as Public Reserves and should be used for community purposes. It is therefore recommended that the classification “community land” be adopted in accordance with the *Local Government Act*.

Implications

Legal

Section 31(2) of the *Local Government Act* states that “Before a Council acquires land, or within 3 months after it acquires land, a Council may resolve (in accordance with this Part) that the land be classified as community land or operational land.”

Conclusion

It is appropriate for this property to be classified by the Council as “community land”.

8.5 Land Classification - Lot 776 DP 1230282 (20 Lindbeck Corner) Googong (Ref: C1797574; Author: Spyve/Warne) (Continued)



Attachments

Nil

8.6 Town Crier for Queanbeyan-Palerang Regional Council (Ref: C17102863; Author: Tegart/Ferguson)

Summary

Council has received a proposal from Mr Joseph McGrail-Bateup to provide Town Crier services to Queanbeyan-Palerang Regional Council. This report recommends that Council accept the proposal.

Recommendation

That Council accept the proposal from Mr Joseph McGrail-Bateup to provide Town Crier services to Queanbeyan-Palerang Regional Council as required, on an honorary basis.

Background

In medieval England, town criers provided an important means of communication to citizens for major announcements such as royal proclamations, or for events such as market days. Traditionally, they dressed in elaborate outfits and rang a bell to attract attention.

While obviously no longer required to provide a channel of communication to the community, town criers today can add a theatrical element to the pomp and ceremony of major civic events.

The former Queanbeyan City Council occasionally engaged the previous Town Crier for Canberra to perform a service at events in Queanbeyan such as the official opening of the Crawford Street Precinct.

Mr McGrail-Bateup's proposal is at **Attachment 1**.

Implications

Social / Cultural

An official town crier at major official QPRC events will add some theatrical interest to proceedings.

Financial

Mr McGrail-Bateup states that the role he would provide to Council is an honorary one. A fee is only negotiated if he is invited by a corporate entity to perform at an event.

There is therefore no cost to Council in formally appointing Mr McGrail-Bateup as the QPRC Town Crier.

Conclusion

It is recommended that Council accept the proposal from Mr Joseph McGrail-Bateup to provide Town Crier services on an honorary basis for major QPRC civic events as required.

Attachments

Attachment 1 Town Crier proposal (*Under Separate Cover*)

**8.7 Civic Reception for National Vietnam Veterans' Reunion 2018 (Ref: C17110638;
Author: Tegart/Ferguson)**

Summary

Council has received a request from the Organising Committee of the National Vietnam Veterans' Reunion 2018 to host a civic reception and morning tea for the participants.

Recommendation

That Council host a civic reception and morning tea at the Bicentennial Hall, Queanbeyan, on 23 April 2018 for the participants of the National Vietnam Veterans' Reunion.

Background

The Chairperson of the Reunion, Brigadier Peter Bray AM (Ret'd) has asked Council to host a Mayoral Reception for the participants in the Royal Australian Army Ordnance (Supply) Corps (RAAOC) National Vietnam Veterans' Reunion on the morning of Monday, 23 April 2018, in the Bicentennial Hall, Queanbeyan.

Mr Bray advises that between 200 – 300 Vietnam Veterans will attend the reunion which will be held from Monday, 23 April to Wednesday, 25 April 2018. The program will include:

- Civic reception including morning tea on Monday, 23 April;
- Service to lay a plaque in the Moore Park Memorial Rose Garden adjacent to the Queanbeyan swimming pool;
- Sightseeing and formal dinner on Tuesday, 24 April;
- ANZAC Day Dawn Service on Wednesday, 25 April (participant option for service in Queanbeyan or Australian War Memorial);
- Participation as a contingent at the national ANZAC Day march to the Australian War Memorial at 10.30am on 25 April.

Implications

Social / Cultural

Council's support by way of a civic reception and morning tea would ensure the visit by Vietnam Veterans and their families from around Australia and overseas will be a memorable success.

Economic

A comprehensive list of accommodation options, eating venues and tourist attractions in the QPRC region will be provided to all participants.

Financial

The civic reception and morning tea will be funded from the Civic Events vote.

**8.7 Civic Reception for National Vietnam Veterans' Reunion 2018 (Ref: C17110638;
Author: Tegart/Ferguson) (Continued)**

Conclusion

It is recommended that Council host a civic reception and morning tea at the Bicentennial Hall, Queanbeyan, on 23 April 2018 for the participants of the National Vietnam Veterans' Reunion.

Attachments

Nil

**8.8 Aquatic Centre - Fee Change - Aqua Fitness Concession Fees (Ref: C17105842;
Author: Richards/Fulton)**

Summary

The recently adopted Queanbeyan Aquatic Centre fees and charges included a small typographical error. This report is being submitted to correct this error. Concession fees for Aqua Aerobics (single pass and 10 visit pass) were incorrectly copied from fees charged to children, seniors and students using the same service. As a result, the Aqua Aerobics single pass concession fee needs to be reduced from \$12.00 to \$10.50; and the 10 visit pass reduced from \$120 to \$105.

Recommendation

That Council adopt

- 1. the reduction of the single visit pass concession fee for the Aqua Aerobics program from \$12.00 to \$10.50.**
 - 2. the reduction of the 10 visit pass concession fee for the Aqua Aerobics program from \$120.00 to \$105.00.**
-

Background

The recently adopted Queanbeyan Aquatic Centre fees and charges included a small typographical error. This report is being submitted to correct this error. Concession fees for Aqua Aerobics (single pass and 10 visit pass) were incorrectly copied from fees charged to children, seniors and students using the same service. As a result, the Aqua Aerobics single pass concession fee needs to be reduced from \$12.00 to \$10.50; and the 10 visit pass reduced from \$120 to \$105.

Since the report is seeking a reduction in fees, public exhibition is not required and, if adopted, the new rate would take effect on Thursday 27 July 2017.

Attachments

Nil

8.9 Investment Report - June 2017 (Ref: C17105936; Author: Taylor/Ranawake)

Summary

In accordance with the Local Government (General) Regulation 2005, the Investment Report is to be presented to Council on a monthly basis.

This report presents the investment result for June 2017.

Recommendation

That Council:

1. **Note the investment income for June 2017 is \$423,945 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$4,894,680 which is \$951,051 above the year to date budget;**
 2. **Note the investment portfolio have been made in accordance with the Local Government Act 1993, the Local Government General Regulations,**
 3. **Note the investment portfolio became non-compliant with the QPRC Investment Policy since the recent downgrading of Bank of Queensland;**
 4. **Restrict any further investment of BBB+ and below rated deposits until the BBB+ and below category meets the required Investment Policy guidelines.**
 5. **Adopt the Investment Report for the month of June 2017.**
-

Background

Cash and Cash Equivalent Investments

The June 2017 return of \$423,945 brought the total return on Cash and Cash Equivalent Investments for the 2016/17 Financial Year (commencing 13 May 2016) to \$4,894,680 which is \$951,051 above the year to date budget.

The principal amount invested as at 30 June 2017 was \$155,545,680.

Council's investment portfolio's annualised monthly return of +2.97% (net actual) in June 2017 outperformed the AusBond Bank Bill Index return of +1.76%.

Refer to Attachment 1 for the following supporting information:

- 1 Actual return against budget;
- 2 Investment portfolio return against the benchmark AusBond Bank Bill Index (BBI);
- 3 Listing of Council's Cash and Cash Equivalent Investments;
- 4 Strategic placement limits for individual institutions or counterparties;
- 5 Placement with individual institutions as a percentage of Council's total portfolio;
- 6 Market values of Council's tradeable investments;
- 7 Budgeted interest allocation by Entity.

**8.9 Investment Report - June 2017 (Ref: C17105936; Author: Taylor/Ranawake)
(Continued)**

Market Update

The average 30 day BBSW rate for June 2017 was 1.61%.

The Reserve Bank (RBA) left the cash rate unchanged at 1.50% at its board meeting on 04th July 2017 as widely expected. A little change in the RBA's commentary from last month surprised markets, despite a pickup in job growth in recent months, reaffirmed the neutral policy stance.

Despite the RBA Governor Lowe's statement which did not contain any hint of a tightening bias, markets have again moved to price in a rate hike of 25 basis points by August next year which seems to be in response to firming expectations of policy tightening in overseas markets.

The current easing cycle began in late 2011, entering an extended pause in late 2013. The RBA restarted the easing cycle in 2015, in response to a deteriorating near term growth outlook, and then again in 2016, in response to weakening inflation and the prospect of a protracted undershoot of its 2-3% policy target.

The domestic transition to lower levels of mining investment is almost complete. Business conditions have improved and capacity utilisation has increased.

Economic growth is still expected to increase gradually over the next couple of years to a little over 3%. The outlook continues to be supported by the low level of interest rates. However, Continuing low underlying inflation pressure at a time of very high underemployment, record low wages growth and a still too high Australian dollar means that its way too early to be thinking about raising rates.

The RBA does not yet appear convinced that the improvement in the labour market is sufficient to begin thinking about tightening rates, but the uptick in retail spending and stronger labour market of late suggests that the possibility of another rate cut in this cycle is certainly becoming more remote. The weak Q1 GDP outcome was correlated to "temporary factors", however, they take out the reference to growth increasing to a "little above 3 per cent" in a couple of years. *(Source: CPG Research and Advisory)*

Implications***Policy***

I hereby certify that Queanbeyan-Palerang Regional Council investments listed in Table 1 attached to this report have been made in accordance with section 625 of the Local Government Act 1993, and clause 212 of the Local Government General Regulations 2005. During May 2017, Queanbeyan-Palerang Regional Council became noncompliant with its investment policy due to an overexposure to the Bank of Queensland counterparty. Refer below for further details.

Shane Taylor
Chief Financial Officer

**8.9 Investment Report - June 2017 (Ref: C17105936; Author: Taylor/Ranawake)
(Continued)**

On 22 May 2017, ratings agency Standard & Poor's announced a downgrade of the senior long-term ratings of 23 Australian financial institutions including Bank of Queensland (BOQ).

Council's Policy states:

"The portfolio credit guidelines to be adopted will reference the Standard & Poor's (S&P) ratings system criteria and format – however, references to the Minister's order also recognised Moody's and Fitch ratings and any of the three ratings may be used where available."

"Standard and Poor's ratings attributed to each individual institution will be used to determine maximum holdings.

In the event of a disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio limits, but for conservatism shall apply the lower in assessing new purchases."

So, based on the lower-of ratings, which constrain new investment, Council's current position is as follows:

'BBB' and 'Non-Rated' Australian Deposit-taking Institution (ADI) target of 40% aggregate are now significantly exceeded, after a 38% to 56% aggregate increase due to the ADI downgrades. This will halt new investment in this category for much of 2017.

Council's overweight position with BOQ after downgrades, will reduce by the end of 2017, but will not be fully released until late 2018. This will halt new investment with BOQ.

Financial

Investment income for the 2016/17 Financial Year as at 30 June 2017 amounts to \$4,894,680. This return was \$951,051 above the year to date budget; an increase in the budget surplus from the previous month by \$115,158 where Council was \$835,893 above the year to date budget.

Refer to Attachment 1 - Graph 1 and Table 5.

Attachments

Attachment 1 Investment Report - June 2017 - 26 July 2017 (*Under Separate Cover*)

8.10 Queanbeyan-Palerang Regional Councillors' Onboarding, Induction and Development Programs (Ref: C17108612; Author: Tegart/Ferguson)

Summary

The local government general election for Queanbeyan-Palerang Regional Council (QPRC) will be held on Saturday, 9 September 2017. This report outlines the onboarding, induction and development programs proposed to be undertaken to assist the 11 Councillors in the transition from administration to an elected Council.

Recommendation

That Council:

- 1. note the report;**
 - 2. endorse the onboarding, induction and development programs to be undertaken for the newly-elected QPRC Councillors;**
 - 3. note the arrangements in relation to the taking of an oath or affirmation of office at the first meeting of the new Council.**
-

Background

QPRC's first election of 11 Councillors will be held on 9 September 2017 and will be conducted by the NSW Electoral Commission (NSWEC). The QPRC Local Government Area is an undivided area, with no wards.

Voting is compulsory. Voters over the age of 18 and potential candidates need to check their enrolment status with the NSWEC prior to the close of rolls at 6.00pm on 31 July 2017. The non-residential roll is being prepared. A report on the conduct of the election was presented to Council at the June meeting.

All information relating to the QPRC general election, including disclosures and electoral expenditure requirements, is available on the NSWEC's website at www.elections.nsw.gov.au.

Nomination of Candidates

Nomination of candidates for election will:

- (a) open at 6.00pm on Monday, 31 July, and
- (b) close at 12 noon on Wednesday, 9 August 2017

Registrations for candidates and groups will also close at 12 noon on Wednesday, 9 August 2017.

Candidates should note that they must register, as well as nominate for election with the NSWEC.

Potential Candidates' Briefing

QPRC engaged Local Government NSW (LGNSW) to conduct the first round of briefings for potential candidates. These were held on 18 and 19 July in Queanbeyan and Bungendore respectively and provided information on matters such as the role and responsibilities of an

8.10 Queanbeyan-Palerang Regional Councillors' Onboarding, Induction and Development Programs (Ref: C17108612; Author: Tegart/Ferguson) (Continued)

elected councillor, requirements under the Code of Conduct, declarations of conflicts of interest, formal meeting procedure and rules of debate.

Potential candidates are strongly encouraged to visit the NSWEC's website at www.votensw.info for all information relating to the election, the process and their obligations. This website also has a presentation about group voting, which can be accessed at www.votensw.info/political_participants/forcandidates

The NSWEC has a Candidate Helpdesk on phone 1300 088 942, for candidates who wish to talk in more detail with experienced election professionals.

Nominated Candidates' Briefing

A second round of briefings for nominated candidates will be conducted by QPRC staff in August, and will provide information on a number of matters including an overview of the new QPRC local government area, the organisational structure, infrastructure and development projects, plans and relationships, the QPRC Resourcing Strategy, service review and community engagement.

Elected Councillors' Briefing

Following the declaration of the poll after the election on 9 September, and prior to the first meeting, Council will hold an onboarding/induction session for the new Councillors. They will be provided with a briefing/induction pack which will contain all the information presented at the candidates' briefings.

There will also be presentations from a legal firm on specific matters such as local government and planning law, conflicts of interest, general legal liability of Councillors and the like.

Onboarding of Councillors

The activities relating to the onboarding of the new Councillors are designed to provide a seamless transition from administration to elected members, and to ensure a welcoming environment for all Councillors.

As soon as practicable following the declaration of the poll, newly elected Councillors will be provided with ICT hardware and software, together with associated training, in accordance with Council's Policy for the Payment of Expenses and Provision of Facilities for the Mayor and Councillors. These include:

- mobile phone
- Chromebook platform
- email address
- access to a full domain-driven Google G-suite environment (mail, calendar, documents, sheets, slides)
- business cards

Councillors will also be provided with access via a swipe card to the Councillors' Facilities Room and chambers in the Queanbeyan and Bungendore administration offices.

8.10 Queanbeyan-Palerang Regional Councillors' Onboarding, Induction and Development Programs (Ref: C17108612; Author: Tegart/Ferguson) (Continued)

Oath of Office

Section 233A of the *Local Government Act 1993* requires each councillor to take either an oath or an affirmation of office at or before the first meeting of Council after the councillor has been elected. The oath or affirmation may be taken or made before Council's Interim General Manager, an Australian legal practitioner or a Justice of the Peace.

For those taking the oath of office, they may choose to swear on the Bible if they wish.

The oath or affirmation of office should be taken by each Councillor as the first item of business for the inaugural meeting. If a Councillor is unable to attend the first Council meeting, they may take the oath or affirmation at another location in front of the General Manager.

The Interim General Manager must ensure that a record is kept of the taking of the oath or affirmation, either by way of a signed statement containing the oath or affirmation, or by recording the taking by each Councillor in the minutes of the Council meeting. The taking of the oath or affirmation outside a Council meeting must be publicly recorded by the Council.

A Councillor who fails to take the oath or affirmation of office, without a reasonable excuse, will not be entitled to attend Council meetings until they do so, and will be taken to be absent without leave. If a Councillor is absent without leave for three consecutive ordinary Council meetings, their office is automatically declared vacant and a by-election must be held.

The oath takes the following form:

I, *[name of Councillor]* swear that I will undertake the duties of the office of councillor in the best interests of the people of the Queanbeyan-Palerang Local Government Area and the Queanbeyan-Palerang Regional Council, and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

The affirmation is as follows:

I, *[name of Councillor]* solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of the Queanbeyan-Palerang Regional Council Local Government Area and the Queanbeyan-Palerang Regional Council, and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

Council Meetings

Administrators of amalgamated councils were appointed for the period from the day of amalgamation (12 May 2016) until immediately before the first Council meeting after the local government elections. Unless they have been elected as a councillor, administrators should not attend the first Council meeting. They are expected to arrange a short report to the community at the last Council meeting prior to the local government elections. This report is scheduled for the August meeting.

The first Ordinary Council meeting must be held no more than 14 days after the poll is declared by the NSW Electoral Commission. The Administrator will set the date for the first

8.10 Queanbeyan-Palerang Regional Councillors' Onboarding, Induction and Development Programs (Ref: C17108612; Author: Tegart/Ferguson) (Continued)

meeting, which will comprise an Extraordinary meeting followed immediately by an ordinary meeting.

The purpose of the Extraordinary meeting is to deal with the following matters:

- the method of election of the Mayor and Deputy Mayor;
- the election of the Mayor and Deputy Mayor (the Interim General Manager is the Returning Officer);
- the delegations to the Mayor and Deputy Mayor;
- the destruction of ballot papers (if these are used);
- Council's meeting schedule and locations, and
- election of delegates and representatives to committees and external organisations.

The current meeting schedule is:

- Planning & Strategy Committee meeting on the second Wednesday of the month, starting at 5.30pm in the Council Chambers, Queanbeyan;
- Ordinary meeting on the fourth Wednesday of the month, starting at 5.30pm in the Council Chambers, Bungendore;
- Councillor information workshops on the first and third Wednesday of the month, starting at 5.30pm, at locations to be determined. **Note:** Workshops will be chaired by the General Manager, and no decisions will be made as the purpose of workshops is to brief Councillors on relevant issues.

It will be recommended that at all Council and Committee meetings and workshops, an adjournment of 30 minutes be scheduled every two hours to allow for a meal or supper break. The meal or supper will be provided on site unless other arrangements are made. Meetings should not continue past 4 hours, unless extended by resolution, or adjourned to reconvene at a later time. In the interest of safety, where councillors need to travel more than an hour from a meeting to their place of residence after 9pm, then Council may provide for suitable overnight accommodation.

The first Ordinary meeting will immediately follow the Extraordinary meeting to deal with normal items of business relating to Council's operations.

Implications

Legal

The requirement for the taking of an oath or affirmation of office is part of the Phase One amendments to the *NSW Local Government Act 1993*, introduced in 2016.

Council's Governance staff will prepare a "plain English" summary of the QPRC Code of Meeting Practice for all Councillors, but particularly the Mayor, to assist in maintaining orderly and respectful Council and Committee meetings. This summary will focus on areas such as:

- Order of business
- Disclosures of interest
- Preparing and putting motions including notices of motion
- Amendments to motions and the order in which they should be addressed
- Dealing with rescission motions

8.10 Queanbeyan-Palerang Regional Councillors' Onboarding, Induction and Development Programs (Ref: C17108612; Author: Tegart/Ferguson) (Continued)

Policy

Council's Code of Conduct, Code of Meeting Practice, and Policy for the Payment of Expenses and Provision of Facilities for the Mayor and Councillors inform the onboarding and induction programs.

Engagement

Candidates who complete the nomination process will be invited to the second round of briefings in August.

All elected Councillors are expected to attend the induction prior to the first meeting, and subsequent councillor development programs.

Councillor Development

Elected councillors are required to participate in a program to raise awareness of local government issues and development their skill sets appropriate to their public office. Funds have been set aside for the program which may include a AICD governance and ethics course, and a human synergistics personal development program.

The Office of Local Government (OLG) will provide sector-wide councillor induction support, including their "Hit the Ground Running" workshops for all councillors elected in September 2017. The OLG will also offer tailored workshops to new councils on request. A program of workshops conducted with Snowy-Monaro is being explored.

Councillors may also attend local government conferences or seminars such as the annual LGNSW conference. While a schedule of funded seminars and conferences will be listed in the Operational Plan, nominations to attend are reported and resolved by Council.

ICT

QPRC has developed a very modern and streamlined service for its Councillors. Primarily, the shift will be from a Microsoft supported environment to one of a fully integrated Google service platform.

Councillors will be issued with a Chromebook Laptop computer and a Google Pixel phone.

The requirements under various pieces of legislation, particularly around recordkeeping and the requirements under the *State Records Act 1998* to maintain records have been onerous. All records of councilors in the conduct of their office, is a record of the Council. The new Councillor ICT system will automate the process and ensure that all State records are maintained thus ensuring that QPRC is compliant with relevant legislation.

Email services will be kept separate from the QPRC operational system. Councillors will have a separate email service with their own archiving services to refer back on if necessary.

QPRC has reduced the overhead in areas such as notices of motion, pecuniary interests and gifts and benefits. All of these services have been incorporated into the system. Items such as Councillor expenses have been automated and work-flowed to increase efficiency and reduce time to approval and settle claims.

All Councillors will receive business papers, minutes and other documentation through the system. There will be no further need to use another system for downloading or viewing documents.

8.10 Queanbeyan-Palerang Regional Councillors' Onboarding, Induction and Development Programs (Ref: C17108612; Author: Tegart/Ferguson) (Continued)

All Councillors will have their own online storage space, and shared storage areas where they can work collaboratively.

Full training and support will be provided.

Financial

As previously reported to Council, the NSWEC has provided an estimated budget of \$353,332 (including GST) for the conduct of the first QPRC election.

The cost to Council of the first round of briefings by LGNSW for potential candidates is \$6,420 ex GST.

The cost of the second round of briefings for nominated candidates will be staff time and administrative costs.

The cost of the induction of elected Councillors is staff time, lawyers' fees for the legal training sessions and administrative costs.

It is expected there will be further costs in training and development programs for Councillors during the first 12 months of their term.

The cost of the ICT roll-out is:

- Hardware (Chrome Books) \$900 each (one-off cost)
- Phones approximately \$900 each (one-off cost, not including usage)
- Access to the portal and services is a maximum \$10/month/person
- EDRMS/Records Management \$1400/year for 20 users

Council set the level of fees for Councillors and the Mayor at its meeting held on 28 June 2017 (Resolution 164/17) as follows:

- Councillors - \$19,310 pa
- Mayor - \$42,120 pa in addition to the Councillor fee

A budget of \$50k has been set aside for councillors' conferences and development.

Conclusion

The new Queanbeyan-Palerang Regional Council's first general election will be held on Saturday, 9 September 2017, and will be conducted by the NSW Electoral Commission as required under the *Local Government Act 1993*. Council will provide a number of onboarding, induction and development programs for newly-elected Councillors to ensure a seamless transition from administration to elected members. Council is asked to endorse the programs being planned.

Attachments

Nil

8.11 Accommodation for Senior Citizens and QBN FM (Ref: C17109126; Author: Tegart/Richards)

Summary

Council has recently announced plans for the redevelopment of the Lowe/Crawford Street carpark into a civic plaza and new Council head office. As part of the proposed redevelopment in that CBD precinct, the Senior Citizens Centre which forms part of the old administration building and QBN FM, is scheduled for demolition. Staff have consulted with representatives from both. No ideal location (within the CBD) is currently available to provide them with similar amenities they currently enjoy, as many of the options will either be demolished or needed for office accommodation. The Letchworth Community Centre has been put forward as a site that will provide for their stated requirements, however it is located just outside the CBD area. Opportunities for transport for senior citizens to offer a drop in amenity will be discussed and considered.

Recommendation

That Council

- a) **note the relocation proposal for QBN FM to the Letchworth Community Centre**
 - b) **offer the Letchworth Community Centre as temporary accommodation for the Senior Citizens Centre.**
 - c) **agree to source a dedicated CBD space, such as the Visitor Information Centre (or similar accommodation suitable for the Senior Citizens Centre) on the completion of the new Council head office redevelopment.**
-

Background

The Senior Citizens building, QBN FM station and a range of other Council owned premises are scheduled for demolition as part of the CBD precinct redevelopment. As a result, no CBD accommodation is available to provide the senior citizens or station with the exact amenities they currently enjoy. Much of the Council owned space will either be demolished or required for office accommodation.

The redevelopment of the Lowe/Crawford Street precinct is not expected to be completed for 2 years.

Senior Citizen and FM representatives have been consulted in an effort to locate an appropriate space to fit their needs. While QBN FM are working towards relocating to the Letchworth Community Centre, the Senior Citizens also seek premises with private use, a capacity to house their items of importance including furniture, crockery, memorabilia, easy parking, ability to provide Meals on Wheels catering, and a CBD location to allow a 'drop in' facility.

8.11 Accommodation for Senior Citizens and QBN FM (Ref: C17109126; Author: Tegart/Richards) (Continued)

To address the Senior Citizens needs as fully as possible, a range of available locations in Queanbeyan were explored including the Visitor Information Centre, Riverside Football Clubhouse, the ground floor of the Library, and the Letchworth Community Centre. An analysis of those options are summarized below:

- The Visitor Information Centre, which would be ideal, is required initially for staff accommodation and therefore unavailable in the short term.
- Riverside Football Clubhouse is a high use, shared space and is unique in that it has a kitchen suitable for Meals on Wheels which also has to find a new location for occasional centre based meals without adversely affecting the current users.
- The Library was carefully evaluated as it is in a CBD location with parking at the rear, however this space has also been ruled out as it is regularly used by a wide range community groups with both long term and intermittent bookings. It is also used by the Library in providing their various programs. Due to various user needs, the senior citizens could not set up a permanent area and would need to pack and store their items after every booking. Since there is minimal storage space in this venue, there would be limited capacity around what they could bring from their current premises to the Library.
- Whilst the Letchworth Community Centre is not in the Central CBD (it is located between 3-4 kilometres away), it fulfils all of the other needs of the senior citizens. It can be set up as a dedicated space (separate from QBN FM) which will house their property and has appropriate parking and storage. The kitchen is scheduled for upgrading as part of the centre renewal plan, and this would allow for a renewal specifically tailored to the needs of the seniors, potentially including re-use of their existing kitchen equipment. Opportunities for transport to offer a drop in amenity may be possible and will be explored.

Implications***Legal***

Whilst Council has no legal responsibility to find or fund a new location, Council does recognize the important role groups such as the 'Senior Citizens' and QBN FM play in the community.

Social / Cultural

Council notes that this move will require a level of adaption to change that the Senior Citizens may be reluctant to embrace. However, the venue offered will inevitably give them the best short term location and will prove to be the least disruptive to their social and cultural purpose. A second recommendation is suggested to offer assurances about long term accommodation that replicates or improves their current position.

Attachments

Nil

**8.12 QPRC and Icon Water - Water Supply Pricing Agreement (Ref: C17109968;
Author: Tegart/Taylor)**

Summary

Icon Water supplies QPRC with bulk potable water for the Queanbeyan water system. Previously QPRC and Icon Water entered into a Service Level agreement dated 3 February 2011 which is now expiring. Staff have been negotiating with Icon Water to finalise a new terms of agreement. The draft agreement is attached to this report for Council's endorsement.

The net result of the agreement for 2017/18 allows for an increase of 3.2%, with an additional CPI increase for two following years.

Recommendation

That

- 1. Under Section 55 (3)(i) Council approve an exemption for Tender as there is no alternative suppliers of Potable Water to the Queanbeyan water network.**
 - 2. Council authorise the General Manager to sign the agreement with Icon Water for the supply of potable water to the Queanbeyan water supply.**
-

Background

The 2011 Service Level agreement is expiring. Icon Water has presented a draft agreement with prices for the supply of potable water calculated with four elements:.

1. Fixed charge.
2. Volumetric Charge.
3. Water Abstraction Charge (calculated by Kilolitre) payable to the ACT Government.
4. Utilities Network Facilities Tax payable to the ACT Government.

Fixed Charge

A Fixed charge provided by Icon Water is based on 25% of the Total Revenue Requirements of Icon Water applicable to QPRC. Total revenue requirements are calculated based on proposed consumption data, costs of maintaining Water Network Assets relating to Queanbeyan Water Supply, costs of maintaining Water Storage Assets of Icon Water, costs of treatment and distribution of water, and apportionment of Icon Water corporate expenditure.

The draft agreement sets the fixed charge at \$2,505,000 levied in quarterly instalments in arrears. This represents a 14% increase from last year equating to an increase of \$320,428. The fixed charge is set for 2017/18 financial year with a Consumer Price Indexation allowed for the 2018/19 and 2019/20 financial years.

**8.12 QPRC and Icon Water - Water Supply Pricing Agreement (Ref: C17109968;
Author: Tegart/Taylor) (Continued)**

Volumetric Charge

A volumetric charge provided by Icon Water is based on 75% of the Total Revenue Requirements of Icon Water for QPRC. Total revenue requirements are calculated based on proposed consumption data, costs of maintaining Water Network Assets relating to Queanbeyan Water Supply, costs of maintaining Water Storage Assets of Icon Water, costs of treatment and distribution of water, and apportionment of Icon Water corporate expenditure.

The draft agreement sets the volumetric charge at \$1.79 per kilolitre of potable Water supplied. This represents a reduction of \$0.009 per kilolitre from the 2016/17 financial year. With the predicted average consumption levels of 4,167 megalitres per annum, this represents a saving of \$19,751 being a reduction of 0.3% from previous year.

Net Fixed and Volumetric Charges

When the increase of the fixed charge is netted off against the reduction of the volumetric charge it represents a net increase of 3.1% from the previous year, being \$300,729.

Water Abstraction Charge

The pricing agreement allows for the amount payable by Icon Water to the ACT Government for the Water Abstraction Charge (WAC calculated per kilolitre of water supplied. ACT Government Budget Papers 2017/18 state the Water Abstraction Charge will be increased by 4%.

With the anticipated decrease in consumption and 4% increase in price, the nett result is expected to \$84,846 representing a 3.6% increase.

Utilities (Network Facilities) Tax

Utilities (Network Facilities) Tax is applied to the owner of a utility network facility that is installed on or under land in the ACT. The pricing agreement states the amount estimated by Icon Water (acting reasonably) as payable by Icon Water to the ACT Government for the Utilities Network Facilities Tax (UNFT) calculated per kilometre of Icon Water's water network facility used to supply water to QPRC. The Parties agree that as at 1 July 2017 this is 7km.

ACT Government Budget Papers 2017/18 state the Water Abstraction Charge will be increased by 7%. This flow-on represents an additional \$545 being paid to the ACT Government.

Table of Change

	Actual 2016/17	Expected 2017/18	% (Increase)/Decrease
Fixed Charge	\$2,184,520	\$2,505,000	(14.7%)
Volumetric Charge	\$7,478,680	\$7,458,930	0.3%
Water Abstraction Charge	\$2,331,179	\$2,416,026	(3.6%)
Utilities Network Tax	\$8,022	\$8,568	(6.8%)
Total Bill	\$12,002,402	\$12,388,524	(3.2%)

**8.12 QPRC and Icon Water - Water Supply Pricing Agreement (Ref: C17109968;
Author: Tegart/Taylor) (Continued)**

Implications

Legal

Section 55 of the Local Government Act 1993 states that Council must invite tenders before entering into a contract for the provision of goods or materials to the council. As Icon Water is the sole supplier of potable water to the Queanbeyan Water Supply network, it is recommended Council allow an exemption of tender due to unavailability of competitive tenders under Section 55 (3)(i).

Financial

The pricing increase from Icon Water has been allowed for the Operational Plan and Revenue Policy. The additional charges are allowed with the indexation applied to the Water Annual Charges and Usage Charges within the Queanbeyan Water Operations.

Program Code	Expense Type	Funding source		Amount
Water	Materials	Annual Charges and Usage Charges	\$	12,388,524

Attachments

Attachment 1 QPRC - Icon Water - Potable Water Supply Pricing Agreement (*Under Separate Cover*)

8.13 Tender Determination: Lighting and Sound Design and Services for Theatre and Events (Ref: C17110315; Author: Richards/Fulton)

Summary

Procurement of lighting and sound design and services for theatre and events was raised as an internal audit issue during a number of audits where Council needed to ensure that it is compliant with adopted procurement procedures. Council engaged Local Government Procurement (LGP) to establish a panel and contracts for the above mentioned services.

The RFT sought the provision of Lighting and Sound Design and Services for Theatre and Events for a period of three years commencing August 2017, with an option to extend the contract for two x two years. Council tailored the tender proposal and documentation to ensure local suppliers were easily able to complete and respond to the tender documents.

Recommendation

That Council accept the tender submission from Tenderer One (1), engaging them for a fixed term of three (3) years with two x two year options for extension, for the provision of Lighting and Sound Design and Services for Theatre and Events.

Background

Local Government Procurement was engaged to facilitate the Tender process as a contractor to Council.

On 23 May 2017, Local Government Procurement ("LGP") on behalf of Queanbeyan-Palerang Regional Council (QPRC) issued an Open Request for Tender (RFT) for Lighting and Sound Design and Services for Theatre and Events.

The RFT documents were published on QPRC Tenderlink e-tendering web portal. Respondents were asked to lodge their responses electronically (preferred method) via this portal or by submitting a hardcopy in the Tender Box located at 256 Crawford Street Queanbeyan.

In total 21 organisations downloaded the RFT documents from the Tenderlink portal. Submissions were received from three respondents.

Council requires Lighting, Sound and Design Technician Services. These services will be required for events such as conferences, complex theatre productions and outdoor events.

Events may include but are not limited to Carols in the Park, Australia Day, ANZAC Day, Children's Day in the Park, Multicultural Festival, and adhoc Civic Events.

The committee's view, based on the evaluation process, was the submission from Tenderer One (1) as most advantageous and represents the best value for money for the Council.

Therefore the panel recommends that Council considers accepting the offer from Tenderer One (1) for the RFT for Lighting and Sound Design and Services for Theatre and Events.

8.13 Tender Determination: Lighting and Sound Design and Services for Theatre and Events (Ref: C17110315; Author: Richards/Fulton) (Continued)

Policy

This process has been undertaken in accordance with Council's procurement policy.

Economic

This process has provided the opportunity to test the market for the provision of services with the goal of providing value for money.

Conclusion

The report for Tender 18/2017 recommends Council accepts the tender submission from Tenderer One (1) and engage them for a fixed term of 3 years with two x two year options for extension.

Attachments

Attachment 1 Sound and Lighting Recommendation Report (*Under Separate Cover*) -
CONFIDENTIAL

8.14 Adoption of Community Engagement Strategy (Ref: C17107351; Author: Tegart/Spyve)

Summary

In the development of a Community Strategic Plan, NSW councils are required to prepare a Community Engagement Strategy. This strategy sets out the methodology which will be utilised to engage the community in defining what their vision for the region is and what their long term aspirations are. Work on the development of Queanbeyan-Palerang's Community Engagement Strategy has been underway since late 2016. Now that Council will shortly be moving out of its Administration phase with the return of its elected members, a Community Engagement Strategy should be adopted to assist with the development of a new Community Strategic Plan for the local government area (LGA).

Recommendation

That Council

- 1. Adopt the Community Engagement Strategy to assist with the development of a new Community Strategic Plan for the Queanbeyan-Palerang LGA,**
 - 2. Place the Community Engagement Strategy on Council's website as part of its suite of new Integrated Planning & Reporting documents.**
-

Background

The upcoming local government elections in September 2017 requires Queanbeyan-Palerang Regional Council to commence work on the development of a new suite of Integrated Planning and Reporting documents. Integrated Planning & Reporting requires the development of:

- A new **Community Strategic Plan** which will set out the Queanbeyan-Palerang community's vision and long term aspirations over the coming decade (2017-2027)
- A new **Delivery Program** which will set out the Council's response to the community's aspirations and what they will propose to do over the three years (2017 – 2020) of their term of office. This will also include the production of an annual **Operational Plan** which is a sub-plan of the Delivery Program setting out the specific activities to be undertaken by Council and identifying the required budgets.
- A **Resourcing Strategy** which will identify the assets, staff and funding required by Council to fund its Delivery Program and annual Operational Plans. QPRC has added an ICT and Risk Strategy to also guide the Resourcing Strategy.

Before these plans can be developed, NSW councils should find out from the community what their long term aspirations are and whether these have changed over time since the last Community Strategic Plan and Delivery Program were in place. To do this councils should undertake community engagement with the residents of their local government area. (See diagram below)

8.14 Adoption of Community Engagement Strategy (Ref: C17107351; Author: Tegart/Spyve) (Continued)



Councils must prepare and implement a Community Engagement Strategy based on the social justice principles for engagement with the local community. There is no prescribed format for the Engagement Strategy but there is a general requirement to identify stakeholders and plan methods for engaging these groups. The IP&R Guidelines stress that "...it is important that sufficient time is allowed for community engagement ...[and]...it is also important to understand the difference between community consultation and community engagement." (*Integrated Planning & Reporting Manual, March 2013 p.37*)

Best practice community engagement as prescribed by the International Association of Public Participation (IAP2) identifies five stages for engagement as being:

- Inform
- Consult
- Involve
- Collaborate
- Empower

8.14 Adoption of Community Engagement Strategy (Ref: C17107351; Author: Tegart/Spyve) (Continued)

The Integrated Planning & Reporting Manual recommends that councils should strive to achieve the 'involve' level of engagement and if at all possible, look at implementing 'collaborate' methods in developing their new Community Strategic Plans.

Queanbeyan-Palerang Council recognised the importance of having sufficient time to engage with the community in recognition that it was a newly created council and needs to develop a new Community Strategic Plan, ideally then to be able to undertake engagement at the 'involve' and 'collaborate' levels. Accordingly, work commenced on the development of a Community Engagement Strategy in the latter part of 2016. At that time several projects were identified to allow for the engagement of the community consisting of:

- A representative sample survey on customer satisfaction and service delivery in August-September 2016, and
- A comprehensive community engagement project which was undertaken over the February – March period this year.

Queanbeyan-Palerang's Community Engagement Strategy (see Attachment 1) sets out:

- The Social Justice Principles which underpin the Strategy
- Identifies who constitute the Council's Key Stakeholders
- Defines what constitutes Community Engagement as opposed to Community Consultation
- Examines the Opportunities, Challenges and Key Considerations which impact upon the Queanbeyan-Palerang community,
- Sets out the approach to be taken to engage the Queanbeyan-Palerang community and the timeframe to do this

Implications***Legal***

Council is required to develop a Community Engagement Strategy under the provisions of the *Local Government Act 1993*.

Engagement

The Community Engagement Strategy sets out the framework on how Council will engage the Queanbeyan-Palerang community to develop a new Community Strategic Plan for the region.

The Strategy identifies the key stakeholders and the methods Council will use to engage them to develop a new Vision for the region and identify the community's long term aspirations.

In preparing the 2017/18 Operational Plan, Council nominated the mix of plans and projects that would involvement community engagement during the course of the year, by each Service area. This will guide a 'community engagement calendar'.

8.14 Adoption of Community Engagement Strategy (Ref: C17107351; Author: Tegart/Spyve) (Continued)

Financial

The cost for the engagement of the Queanbeyan-Palerang community has occurred in the 2016-17 financial year. This consisted of:

- \$26,000 for the JWS Customer Satisfaction Survey – 50% of the cost of this was covered by the Department of Premier & Cabinet
- \$160,000 for the comprehensive community engagement project. Although this sum may look significant the outcome of this project provided Council with a saving of around \$60,000. This is because several community engagement projects were rolled up into a single exercise instead of undertaking four separate engagement projects (to cover for the Community Strategic Plan, Service Delivery expectation, Economic Development Strategy and the CBD Master Plan refresh). Each of these engagements would have cost in the vicinity of \$50-60,000 each.

Integrated Plan

The Community Engagement Strategy is a fundamental component of the Integrated Planning & Reporting Framework and as such must be developed and implemented prior to the development of a new Community Strategic Plan.

Conclusion

The development of a Community Engagement Strategy sets out the framework on how Queanbeyan-Palerang Council will engage the community to assist with the development of a new Community Strategic Plan for the region. The key components of this strategy were developed at the end of last year and have been implemented since this time. The Engagement Strategy will be placed on Council's website as part of its Integrated Planning & Reporting suite of plans.

Attachments

Attachment 1 Community Engagement Strategy (*Under Separate Cover*)

8.15 Asset Management Strategy (Ref: C17109946; Author: Hansen/Hansen)

Summary

The former Queanbeyan City Council commissioned an 'Asset and Financial Sustainability Review' undertaken by Prof Percy Allan and Associates (PAA) in 2015/16. GHD reviewed the condition and standards associated with the management of Council's infrastructure assets.

Following the merger in May 2016, Council then commissioned PAA to undertake a similar asset and financial assessment of the former Palerang Council, then merge the results into a single financial plan. Those results were adopted by Council in January 2017.

The Asset and Financial Sustainability Review recommended a shift from Existing Policy as outlined in the former council's Long Term Financial Plan (LTFP), asset management plans (AMP) and revenue policies to a 'Responsible or Optimal Scenario' to achieve an acceptable compromise between Council's obligations to:

- achieve financial sustainability,
- manage the asset backlog to prevent an infrastructure crisis,
- preserve essential public services in line with population growth
- keep rates, fees and charges affordable
- borrow at acceptable levels in line with intergenerational equity and
- meet financial benchmarks to be fit for future (FFF)

A condition and maintenance intervention level scale (1-10) will be used to illustrate asset standards and forecast likely renewal and replacement schedules.

Council's Asset Strategy has been updated to consider these matters and is provided for adoption. It will be used to inform the Resourcing Strategy.

Recommendation

That Council adopt the Queanbeyan-Palerang Regional Council Asset Management Strategy.

Background

Council delivers a variety of services to the community and in doing so, must ensure that the assets supporting these services are managed with a whole-of-life asset management approach. The life cycle management approach optimises asset acquisition, maximises use of assets and manages service and operational costs.

QPRC's infrastructure assets represent a vast investment over many generations that support modern living in the community. Millions of dollars are spent annually managing Council's infrastructure and it is imperative that Council employs the best asset management skills and practices to ensure that related services are delivered economically and sustainably.

Council demonstrates its commitment to asset management in the Asset Management Policy, Asset Management Strategy and a suite of Asset Management Plans, which apply to all infrastructure assets owned and managed by Council.

**8.15 Asset Management Strategy (Ref: C17109946; Author: Hansen/Hansen)
(Continued)**

Community and organisational goals and objectives have guided the development of this Strategy to ensure the management of Council's assets reflect the broader community long term objectives contained in the Community Strategic Plan.

The Community Strategic Plan provides strategic direction, addressing the community's issues to achieve the long term objectives under the following themes:

- Community
- Choice
- Character
- Connection
- Capability

The Asset Management Strategy can be viewed as a first tier plan being supported by more detailed Asset Management Plans. It provides direction to guide asset management actions into the future and ensures the Council continually improves the management of its infrastructure.

It is vital that Council develops and maintains rigorous asset management processes, assesses its risks, maintains and operates its assets efficiently, and explores technologically enhanced tools to monitor and manage assets.

Implications***Legal***

This Strategy supports the Integrated Reporting Framework and the Community Strategic Plan, Operational Plans and Delivery Plans. This Strategy is also linked to Council's Long Term Financial Plan.

Policy

The key financial sustainability goals for Council general operations over 10 years are to meet Fit for Future benchmarks including:

1. a minimum operating surplus ratio of 0%,
2. a maximum infrastructure backlog of 2%
3. a maximum debt services ratio of 20%
4. a services productivity gain of 2%

The key financial sustainability goals for Council water and sewer operations over 10 years is:

1. a minimum annual rate of return on capital of 1½%, a maximum infrastructure backlog of 2% and maximum gearing ratio of 30%.

**8.15 Asset Management Strategy (Ref: C17109946; Author: Hansen/Hansen)
(Continued)**

Asset

The Asset Management Strategy has been prepared following engagement with our community on Council's service delivery practices, financial sustainability indicators, asset management maturity and the objectives identified in the Community Strategic Plan. The Strategy also includes an asset management improvement plan, which details a program of tasks and nominated resources required as part of our commitment to the continuous improvement of the organisation. It has been guided by the independent analysis and recommendations of Percy Allan and Associates (PAA) and GHD.

This Asset Management Strategy for QPRC has been developed in accordance with the Integrated Planning and Reporting Framework Guidelines and aligns to ISO55000 Series.

The Asset Management Strategy is to:

- show how Council's asset portfolio will support the services delivered to the community into the future
- enable Council's Asset Management Policy to be achieved
- ensure the integration of Council's asset management with its long term strategic plan

Strategic

The Asset Management Strategy is closely linked to the Financial Strategy and Policy that was adopted by Council on 25 January 2017. The Asset Management Strategy also informs Council's Asset Management Plans that are due for review once a new Council has been elected.

Engagement

Council commenced collecting region-wide data at the end of 2016 to start building up a new consistent database in respect of community satisfaction and service expectation levels across the new local government area. A survey was undertaken in August-September 2016. The purpose of the survey was "...to inform priority areas for the newly formed council to focus on." In recognition that service priority and expectation may differ in a spatial context within the newly formed local government area the survey was divided into four distinct geographical areas consisting of:

- The Queanbeyan-Jerrabomberra Urban Area
- The Urban Fringe area immediately around the Queanbeyan-Jerrabomberra Urban Area
- The Rural Villages (particularly Bungendore and Braidwood), and
- The remaining Rural hinterland

Additional data was collected by Council in a comprehensive Community Engagement Project which was undertaken over January-April 2017 to assist with the development of a new Community Strategic Plan for the Queanbeyan-Palerang Region.

The data arising from this project was also broken down into the four distinct geographical regions to allow for comparability.

**8.15 Asset Management Strategy (Ref: C17109946; Author: Hansen/Hansen)
(Continued)**

The data from this project was also collected on a number of levels to provide community engagement information for the development of the new Community Strategic Plans, the development of an Economic Development Plan, and the review of the Queanbeyan CBD Master Plan refresh.

Both community engagement projects have provided Council with baseline data on community satisfaction and expectation for service delivery. The 2016 survey highlighted the areas of priority where the community want to see Council putting their effort into asset management according to the distinct geographic zones.

Financial

The following key fiscal principles are proposed for the General Fund to achieve the fiscal sustainability goals for general operations (i.e., a minimum operating surplus ratio of 0% and a maximum infrastructure backlog of 2%) within 10 years:

- annual maintenance expense would be capped over the 10 years at an average around 85% of the annual required spend identified by GHD;
- annual renewals capex would be capped at 100% of the annual required spend identified by GHD. Renewals capex should be at least equivalent to depreciation expense;
- the average annual rates bill per property may increase by an average of 1.0% in real-terms each year beyond 2016-17;
- the operating fees cost recovery ratio would need to rise slightly more than the increase already planned under continuation of existing policy, to 50%;
- usage-based fees and charges would be increased, in accord with the operating cost recovery ratio increasing;
- dividend payments from W&S activities would need to be introduced, with a 50% dividend payout ratio (against net profit after tax) increasing general operations' revenue;
- annual per-capita spending on services would be cutback by an average of 2% per annum compared with the average cutback of around 1% planned under continuation of existing policy. This will be addressed as an annual efficiency or productivity dividend;
- higher levels of enhancement, renewals and rehabilitation capex over the coming 10 years compared with that proposed under continuation of Existing Policy;
- utilise borrowings to ensure inter-generational equity, and match term of borrowings to accord with expected life of the asset;
- utilise borrowings, reserves and sinking funds to smooth out lumpy capital expenditures; and
- cyclical (as opposed to structural) deficits can be tolerated to ensure that tax smoothing occurs for ratepayers.

8.15 Asset Management Strategy (Ref: C17109946; Author: Hansen/Hansen)
(Continued)

Integrated Plan

This Strategy aligns with the requirements of the Operational Plan 2017-18.

Attachments

Attachment 1 Queanbeyan Palerang Regional Asset Management Strategy 2017
(Under Separate Cover)

8.16 Draft Resourcing Strategy (Ref: C17110524; Author: Tegart/Spyve)

Summary

An important component of Council's Integrated Planning and Reporting suite of corporate plans is the Resourcing Strategy. The *Local Government Act 1993* requires councils to prepare a Resourcing Strategy indicating the resources required to implement the strategies established by the Community Strategic Plan and Delivery Program. QPRC's draft Resourcing Strategy has identified five key components consisting of:

- Strategic Workforce Management Strategy
- Asset Management Strategy
- Long Term Financial Plan
- ICT Strategy, and
- Risk Management Strategy

By having in place a Resourcing Strategy, QPRC will be able to better inform the councillors following the September 2017 elections to guide the development and implementation of a Delivery Program as a response to the long term aspirations and strategic directions identified by the Queanbeyan-Palerang community in their new Community Strategic Plan.

Recommendation

That Council

- 1. Note the draft Resourcing Strategy in preparation for the development of a new Delivery Program for QPRC**
- 2. Place the draft Strategy on public exhibition to seek community input on the final document, and**
- 3. Report on the public submissions to the newly elected Council for their consideration and the final adoption of the Resourcing Strategy to help inform the development of a new Delivery Program.**

Background

Councils are required to develop and adopt a Resourcing Strategy to assist in implementing ambitions established by the Community Strategic Plan and Delivery Program. The Resourcing Strategy is identified as a critical link when it comes to translating strategic objectives into actions.

A Resourcing Strategy must include as a minimum:

- A Long Term Financial Plan which identifies the funding required to deliver projects, programs and services, including the provision of any infrastructure
- A Workforce Management Plan which identifies the staff resources required by the Council to undertake this work, and
- An Asset Management Strategy to identify the assets (infrastructure) required.

8.16 Draft Resourcing Strategy (Ref: C17110524; Author: Tegart/Spyve) (Continued)

QPRC has identified two other components that it believes need to be included in its Resourcing Strategy. These consist of:

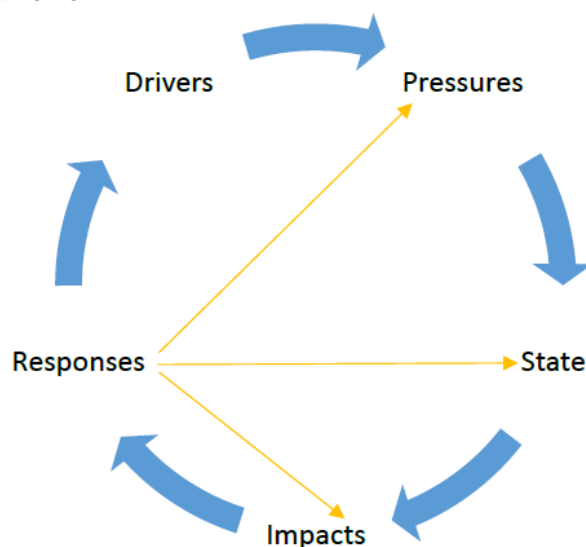
- Systems Management (particularly information technology) and
- Risk Management.

These two additional components are important as:

- (1) a newly merged council one of the biggest challenges QPRC is facing is the integration of technology systems, and
- (2) the importance that technology improvements will play in the efficient and effective delivery of services to the Queanbeyan-Palerang community; and
- (3) the critical role that Risk Management plays in the delivery of organisational efficiencies as the new council's systems and processes are integrated and bedded in.

Council has taken a different approach to the development of its draft Resourcing Strategy. It has based its strategy around the DPSIR Model. DPSIR is a systems approach consisting of identifying *Drivers – Pressures – State – Impacts – Responses (DPSIR)* - See Figure 1 below. This framework has proven a valuable tool for organising and communicating complex issues. It was developed by the European Environmental Agency and within Australia it has been used by a range of environmental agencies particularly to produce State of the Environment Reports.

Figure 1: The DPSIR Framework



The DPSIR Framework can be used to integrate social, cultural and economic aspects of environmental and human health into a single framework. The Framework has been applied to the five components of the draft Resourcing Strategy so that the community can see the Drivers, Pressures, State, Impacts and Responses which apply to the Council's Workforce, Assets, Finances, Technology/Systems and Risk Management. The draft Strategy further identifies the common threads so Council can take a coordinated approach to the priorities. Council recognises that there is more detailed work required to further refine certain aspects of its Resourcing Strategy. In particular detailed Asset Management Plans are yet to be prepared. It is envisioned that this work will continue over the period of its first Delivery Program (2018-2021) to ensure these documents are in place by the time the next review of the Resourcing Strategy is undertaken (2021).

Implications***Legal***

NSW councils are required by the *Local Government Act* to have a Resourcing Strategy to inform the development of the Community Strategic Plan and their Delivery Program as part of the Integrated Planning & Reporting Framework.

Engagement

The development of various components of the draft Resourcing Strategy have relied upon both internal and external consultation. For example the Workforce Management Strategy and ICT Strategy has relied upon internal consultation to look at aspects of requirements for the organisation, whilst the Asset Management Strategy has had components of external consultation to identify service level expectation by asset users.

The draft Strategy will be placed on public exhibition to seek public comment on its contents. The new Council once it is elected will consider the submissions received before adopting the Strategy.

Financial

The draft Resourcing Strategy identifies the resources required by QPRC to deliver services and projects to the Queanbeyan-Palerang community. The Long Term Financial Plan in particular identifies a 'Responsible Scenario' for the Council's long term funding.

Conclusion

QPRC's draft Resourcing Strategy provides critical information that will assist the incoming council to determine how it will respond to the long term aspirations identified by the Queanbeyan-Palerang community in their Community Strategic Plan. The information contained in the strategy will allow the Council to develop and implement a Delivery Program for the 2018-2021 period.

Attachments

Nil

8.17 Digital Economy and Smart Community Strategy (Ref: C17107858; Author: Richards/Darcy)

Summary

A draft Digital Economy and Smart Community Strategy has been developed drawing on the ACT Digital Strategy to guide Council activity and response to the Federal Government Smart Cities Program and to create a platform to apply smart technology that improves local services and community connections, shapes social collaboration and fuels our local economy.

Recommendation

That Council:

- 1. receive and note the draft Digital Economy and Smart Community Strategy**
 - 2. endorse the Smart City grant application**
 - 3. seek community feedback on the draft Strategy**
-

Background

On 10 May 2017, Council endorsed the ACT Digital Strategy and its principles to facilitate digital readiness as it applies to the Canberra Region. Since then, Queanbeyan-Palerang Regional Council has prepared its own complementary Digital Economy and Smart Community Strategy. This Strategy formally states the aspiration for Queanbeyan-Palerang to be a 'smart community' and provides a pathway to applying smart technology that improves local service delivery, builds new connections in our community and provides enhanced opportunities for collaboration and commerce.

Queanbeyan-Palerang Regional Council is actively participating in the Federal Government's Smart City agenda and recently submitted a grant application under the Smart Cities and Communities program. This grant is to help fund implementation of smart lighting and smart parking, to explore enhanced planning platforms that will integrate with the Queanbeyan CBD Masterplan refresh, and to leverage smart city technology and data to enhance the amenity, planning and redevelopment of the city. Key project elements include:

- Smart technology and services – including free public Wi-Fi, CCTV, smart parking, smart street lighting, traffic sensors, and environmental monitoring
- Open data platform – to support research, innovation, crowd sourced solutions, and community hacks
- Enhanced digital community engagement and consultation – to measure community sentiment and encourage ideas and co-creation
- 3D digital city modelling - to improve engagement between developers, council and the community
- Partnership with the University of Canberra and Urban Circus - to analyse data and provide expert planning and design advice and produce peer review research findings

8.17 Digital Economy and Smart Community Strategy (Ref: C17107858; Author: Richards/Darcy) (Continued)

Council will extend the value of this project by sharing data, key lessons and analysis to help address emerging local planning and development challenges.

All of these contribute to a region that is technology-ready to embrace the next generation of innovation and opportunity. Council aims to ensure there is a plan and model to be a Smart City and a readiness to work with the ACT Government in framing a City Deal that further cultivates technology to improve community outcomes and enhances the relationship between Queanbeyan-Palerang and the ACT Government.

The Strategy provides a Vision, Objectives and Priority Actions to help drive the smart community outcomes of improved local services, enhanced community consultation opportunities and increased job and employment opportunities

Implications***Sustainability***

Smart City technology has many environmental advantages. The use of Smart Lighting is the cornerstone of smart city integration and will result in greater cost efficiency of electricity usage. Smart Lighting will harness ecologically sustainable lighting products that have embedded sensors that detect the level of population and will adjust lighting accordingly. This will dramatically decrease the carbon footprint in the community. Smart Parking will make the community more informed about parking availability and will reduce traffic congestion, noise pollution and air pollution. The sensory aspect of smart technology such as noise and environmental sensors enables opportunities for the use of open data and creation of environmental data analytics to share with the community.

Asset

Proposed acquisition and installation of smart city infrastructure will follow normal procurement and project planning assessment. It is proposed that infrastructure will be incorporated into the public domain planned with the Queanbeyan head office and civic plaza redevelopment.

Social / Cultural

The purpose of smart technology is to provide more engagement between QPRC and the community. With an underlying ethos of improvement of services, QPRC will begin to adjust aspects of the city that will increase wellbeing, health and life satisfaction of the community. Access to digital services will give a voice to all members of society and with a stronger community voice, QPRC will be able to facilitate change more quickly and project the city on path to become a model city. The use of integrated smart technology will make a valuable contribution to develop digitally literate, capable and willing voices, to communicate with Queanbeyan-Palerang Regional Council regarding optimal social outcomes for citizens.

Economic

The Digital Economy and Smart Community Strategy will facilitate improved ICT capacity, collaboration, and facilitation of an entrepreneurial ecosystem. For example, the integration of free public Wi-Fi will facilitate a more user inclusive experience with the community, and promote tourism and business activity in areas of Wi-Fi access, leading to increased growth in the heart of the city. Improving access to data is a significant factor in stimulating economic development and leads to innovation and a proliferation of useful applications for the community. Smart City infrastructure will also contribute to the efforts to reposition

8.17 Digital Economy and Smart Community Strategy (Ref: C17107858; Author: Richards/Darcy) (Continued)

Queanbeyan as a progressive place to establish a business and aid complementary efforts to attract new businesses to the CBD.

Strategic

The Digital Economy and Smart Community Strategy forms part of the Queanbeyan CBD Transformation Strategy, providing options to embed a digital dimension that will help revitalise and modernise Queanbeyan CBD and improve parking, traffic management, street lighting, safety, space activation, and amenity are immediate priorities.

Engagement

A community workshop was held in each of Queanbeyan, Bungendore and Braidwood and internally for QPRC staff. A questionnaire was distributed and available for the public to garner their input into what their digital and smart city priorities were. There were 87 responses to the survey and a summary of the results is attached.

Financial

The Smart City grant proposed a commitment of \$450k from Council, should the matching grant be successful, for the items listed earlier in the report.

Resources (including staff)

As part of the next steps of the Strategy, an internal Smart City working group will be formulated from council staff. This working group will work to progress smart city opportunities and implement actions in the Strategy

Integrated Plan

The draft Digital Economy and Smart Community Strategy address the key strategic directions of Choice and Connection from Council's Strategic Plan.

Conclusion

The draft Digital Economy and Smart Community Strategy has been developed to guide the Queanbeyan-Palerang Regional Council and its community in creating opportunities in the digital age, to apply smart technology that improves local services, to stimulating the local economy and building new connections in the community.

Attachments

Attachment 1 Digital Economy and Smart Community - Summary of Survey Results
(Under Separate Cover)

8.18 Memorandum of Understanding - Icon Water (Ref: C17111439; Author: Tegart/Tegart)

Summary

Presenting proposal to prepare a memorandum of understanding to formalise the relationship of Queanbeyan-Palerang Regional Council and Icon Water in developing a potential best for region approach to treatment of sewage from Queanbeyan and part ACT.

Recommendation

That Council:

- 1. prepare a memorandum of understanding with Icon Water to formalise the relationship to deliver a best for region approach to sewage treatment.**
 - 2. engage with NSW DPI Water to progress the approach to best for region**
-

Background

In late 2015, the former Queanbeyan Council resolved to explore a best for region sewage solution as an option in its plans to upgrade the Queanbeyan Sewerage Treatment Plant (QSTP), following workshops facilitated by Arup between QCC, ACT government agencies and Icon Water.

In 2016 the NSW/ACT memorandum of understanding (MoU) was executed by the NSW Premier and ACT Chief Minister, which included a priority to examine opportunities from regional infrastructure to enhance economic growth; and progress options for sharing of funding and delivery arrangements to deliver services across jurisdiction boundaries.

Similarly in August 2016, QPRC and the ACT government executed a Letter of Intent on cross border infrastructure including collaborating on policy and planning to manage water, sewer, waste and renewable energy on a regional scale.

A workplan was established, as reported to Council in September 2016, which includes ambitions to establish partnerships on commercial footing to manage water, wastewater and waste across ACT and QBN to distribute load, optimise storage, reduce duplication and generate opportunities for reuse; and improve environmental water flows and water quality of discharges into waterways.

The QSTP masterplan was adopted in March 2017 including a best for region option. An opportunity now exists to collaborate to design and construct a QSTP at greater capacity than the 60,000EP proposed for Queanbeyan urban purposes only. Part of the ACT load from Fyshwick for example, could be diverted into QSTP and treated to EPA licence standards, in turn generating a design demand for say 90000EP to accommodate future growth.

Implications

Legal

Icon Water now seeks to formalise a relationship with Council through a MoU to enable probity processed to be deployed and enable collaboration on a design and construct solution of

8.18 Memorandum of Understanding - Icon Water (Ref: C17111439; Author: Tegart/Tegart) (Continued)

appropriate scale at QSTP. All design scenarios require approval of NSW agencies. Should a commercial or co-funding relationship be sought, the consent of the NSW Minister will be required.

All those steps require report and endorsement of Council. Any tender co-arrangements for initial preparation of concept plans will be reported to the elected Council.

Resources (including staff)

Council staff are engaging with Icon staff at an executive and technical group level.

Conclusion

As an initial step, it is appropriate to establish a formal relationship to incorporate current and proposed probity arrangements, and the gateways for decisions to progress (or not) a potential joint for sewage treatment.

Attachments

Nil

9.1 Changes in the Management of Crown Lands (Ref: C1795315; Author: Spyve/Warne)

9.1 Changes in the Management of Crown Lands (Ref: C1795315); Author: Spyve/Warne

Report

A circular has been received from the Department of Industry – Lands and Forestry advising that the new *Crown Land Management Act 2016* will come into effect next year. A copy of the circular is separately attached.

In summary the major change for NSW councils is that Crown land areas managed by the Council will enable management under the *Local Government Act 1993* similar to Council owned land.

Land will need to be classified as either *Operational* or *Community* in accordance the *Local Government Act 1993*, but ministerial approval will be required. Under some circumstances crown land can be classified as *operational*.

As with other Council land, a plan of management will need to be prepared, similar to other *community land* areas.

Government emphasis will change to only the management of lands of State significance where crown land is subject to local decision-making and that land can be vested in the Council to enable local management with appropriate covenants on title to ensure continued local use. Where an aboriginal land claim relates to this land a tripartite approach to vesting the land will take place.

It is expected that a Regulation will be developed for this purpose.

Recommendation

That the report be received for information.

Attachments

Attachment 1 Crown Lands Update (*Under Separate Cover*)

10.1 Bungendore and Town Centre Environs s355 Committee Minutes 19 April 2017
(Ref: C17109109; Author: Thompson/Robb)

Present: Peter Evans, David MacLaren, Andrew Riley, Sue Robb (QPRC), Mark Schweikert (QPRC Local Representative)

Also Present: Tim Geyer (QPRC), David Carswell (QPRC)

Others Present: Nil

The Committee Recommends:

Apologies: Alan Longhurst

1. **Confirmation of Report of previous meeting held on 15 March 2017.**

The Draft Minutes of the meeting of 15 March 2017 had been circulated by the Secretary for comment.

S Robb requested an amendment to Item 8.3 such that 1st sentence Para 2 would read "Members discussed CBD Connectivity and Integration to be included in the Structure Plan"

Recommendation (A Riley/D MacLaren)

BTCE 10/2017 That the Report of the meeting of the Committee held on 15 March 2017 be confirmed with the amendment above.

2. **Business Arising**

Members noted the appointment of Alan Longhurst as a BCCI representative and welcomed him to the Committee.

3. **Outstanding Actions From Previous Meetings**

3.1 Light Pole Banners (Continuing):

Council to provide information on installing banners on the central light pole on the roundabout on the Ellendon/Gibraltar St corner (Ref Resolution 5/2013 of 25 September 2013).

ACTION: P Evans to forward Essential Energy policy document to S Robb.

3.2 Central Car Park Plans (Continuing):

S Robb reported that the design was still being finalised.

ACTION: S Robb to circulate plans when available.

3.3 Tree Planting:

P Evans tabled tree planting drawings.

3.4 Trees at New Supermarket:

M Schweikert is following up on the issue re trees at the new development not being mature, deciduous plantings in accordance with the DA Approval.

3.5 Pathways:

Members noted input that the bicycle rail trail was not likely in a time frame that would impact current pathway planning.

ACTION: S Robb to provide update on status of pathway plans.

**10.1 Bungendore and Town Centre Environs s355 Committee Minutes 19 April 2017
(Ref: C17109109; Author: Thompson/Robb) (Continued)**

3.6 Street Furniture:

Noted that QPRC not ready to consider this issue at this stage.

5.7 Malbon/Molonglo Streets Roundabout:

The design was not yet available and not able to confirm that the centre garden was still included.

ACTION: S Robb to circulate plans for the roundabout when available.

4. Correspondence In / Correspondence Out

Correspondence In: Nil

Correspondence Out: Letter to QPRC covering dsb landscaping plans as submission re Bungendore Beautification Project.

5. New Business

There was no new business that was not covered in other items.

6. Reports and Discussions**6.1 Council Brief on Infrastructure and Planning Activity:**

S Robb reported that NBN Co was planning to commence work in Bungendore at the end of May.

6.2 Bungendore Beautification Project

Members thanked T Geyer and D Carswell from QPRC for their attendance to brief the Committee on progress with this Project.

T Geyer gave a summary of the outcomes from the community consultation activity and reported that the favoured improvements were:

- Tree planting.
- Pathways and access.
- Signage.

T Geyer reported that \$500,000 was available and that tenders had already been sought for tree planting in Gibraltar Street. A review of best value pathway works had just commenced. Members discussed options for pathway finishes with a preference for concrete/brick in prime spots and bitumen/brick edging favoured for other access routes.

Members also discussed the detail of tree planting plans. T Geyer was open to options for street tree types except plane trees. The most likely availability was desert or claret ash. There was a preference for raised kerbing around the tree pits because of the tight parking swing forced by the lack of street width. It was noted that new line marking was included in the project. It was also noted that there was a plan for progressive upgrading of smaller street trees including pistachios and crab apples.

It was emphasized that planning should take account of the "arts connection" and link nature agreed for Ellendon Street in the CBD. T Geyer agreed that banner poles and banners on the centre pole of the roundabout (if allowed) would be desirable in implementing the link function.

**10.1 Bungendore and Town Centre Environs s355 Committee Minutes 19 April 2017
(Ref: C17109109; Author: Thompson/Robb) (Continued)**

6.3 Bungendore Structure Plan 2016-2046:

S Robb briefed the Committee on progress on the Structure Plan. There was discussion on how the principles for Connectivity and Integration agreed at the previous meeting would be incorporated into the Plan. It was reported that the Heritage Plan component was underway to be completed within the foreseeable future. S Robb was hoping to have a draft of the Structure Plan available “mid-year”.

6.4 Impact of New and Proposed Development on CBD

This item was held over for discussion at a future meeting.

7 Any Other Business

No additional issues were raised.

8 Next Meeting

The next meeting will be held at the Council Chambers on the 17 May 2017 at 6.30pm
There being no further business, the meeting closed at 8.13pm

Attachments

Nil

10.2 Bungendore and Town Centre Environs s355 Committee Minutes 31 May 2017
(Ref: C17109157; Author: Thompson/Robb)

Present: Peter Evans, David MacLaren, Andrew Riley, Sue Robb (QPRC), Mark Schweikert (QPRC Local Representative)

Others Present: Nil

The Committee Recommends:

Apologies: Alan Longhurst

1. **Confirmation of Report of previous meeting held on 19 April 2017.**

Recommendation (A Riley/M Schweikert)

BTCE 11/2017 That the Report of the meeting of the Committee held on 19 April 2017 be confirmed.

2. **Business Arising**

There was no business arising that was not covered in other items.

3. **Outstanding Actions From Previous Meetings**

3.1 Light Pole Banners (Continuing):

Council to provide information on installing banners on the central light pole on the roundabout on the Ellendon/Gibraltar St corner (Ref Resolution 5/2013 of 25 September 2013).

Noted that P Evans put forward Essential Energy policy document to S Robb and that it appears that banners can be installed in some situations.

ACTION: S Robb to forward policy to Tim Geyer with request that he contact Essential Energy with a view to installing banners in Bungendore.

3.2 Central Car Park Plans (Continuing):

S Robb reported that an inception meeting with the Consultant had been held and the design was expected by end June.

ACTION: S Robb to circulate plans when available.

3.3 Tree Planting:

Council advised that planting would commence within days.

3.4 Trees at New Supermarket:

Council staff advised that the development had been signed off by a private certifier and that QPRC was not in a position to take further action. The Committee noted that deciduous trees were in accordance with the village character and that native trees were not suitable for a public car park environment.

ACTION: M Schweikert will discuss the issue with the developer.

**10.2 Bungendore and Town Centre Environs s355 Committee Minutes 31 May 2017
(Ref: C17109157; Author: Thompson/Robb) (Continued)**

3.5 Pathways:

S Robb advised that Council had appointed consultants to conduct a high level review of the PAMP (Pedestrian Access and Mobility Plan).

3.6 Street Furniture:

Noted that QPRC not ready to consider this issue at this stage.

3.7 Malbon/Molonglo Streets Roundabout:

The committee was advised that there was no progress at this stage.

ACTION: S Robb to circulate plans for the roundabout when available.

4. Correspondence In / Correspondence Out

Correspondence In: Nil

Correspondence Out: Nil

5. New Business

There was no new business that was not covered in other items.

6. Reports and Discussions**6.1 Council Brief on Infrastructure and Planning Activity:**

S Robb reported that NBN Co was about to commence work in Bungendore.

6.2 Bungendore Beautification Project

Members noted with satisfaction that tree planting was commencing. Members discussed other potential actions that might “lift” and “enliven” the Gibraltar Street shopping precinct. It was agreed that tree and façade lighting, perhaps Wi-Fi controlled as in Canberra systems should be considered.

6.3 Bungendore Structure Plan 2016-2046:

S Robb briefed the Committee on progress on the Structure Plan.

ACTION: S Robb to circulate a list of the component Plans in the Structure Plan.

6.4 Impact of New and Proposed Development on CBD

This item was held over for discussion at a future meeting.

7. Any Other Business

It was noted that the QPRC Local Representation Committee contracts expire on 30 June 2017. It was also advised that s355 Committees will remain in place until after the new Council elections when the new Council will review the future disposition of committees. It was further noted that the Committee will choose an Interim Chairman for the interregnum period.

Next Meeting

The next meeting will be held at the Council Chambers on the 28 June 2017 at 6.30pm.

There being no further business, the meeting closed at 7.41pm.

Attachments

Nil

10.3 Royalla Common s.355 Committee minutes 15 May 2017 (Ref: C17108553;
Author: Tegart/Ferguson)

Summary

The Royalla Common s.355 Committee has submitted for Council's information the minutes of its meeting held on 15 May 2017.

Background

The Royalla Common s.355 Committee has responsibility for the care, control and management of the Royalla Common, including the area known as Elm Grove. This comprises an area of 12.55ha, identified as Lot 33, DP1037260, Parish of Burra.

The Committee also has delegated authority to coordinate arrangements for the construction of an amenities building on the site.

Conclusion

It is recommended that Council note the minutes of the Royalla Common s.355 Committee's meeting held on 15 May 2017.

10.4 Minutes of the Local Representation Committee Meeting 16 June 2017 (Ref: C17108560; Author: Tegart/Ferguson)

Summary

The minutes of the final meeting of the Local Representation Committee (LRC), held on 16 June 2017, are attached for Council's information and endorsement.

Background

The LRC has now concluded its term of office as at 30 June 2017. The meeting held on 16 June 2017 was the last meeting of the LRC, followed by a dinner on 28 June.

Conclusion

The minutes of the last meeting of the LRC are attached for Council's endorsement.

14 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in Confidential Session. The reports are incorporated in the “confidential” business paper which has been circulated to Councillors.

The Local Government Act, 1993 requires the General Manager to identify those matters listed on the business paper which may be categorised as confidential in terms of Section 10A of the Local Government Act, 1993.