



Ordinary Meeting of Council

AGENDA

24 May 2017

Commencing at 5.30pm

**Council Chambers
10 Majara Street, Bungendore**

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

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****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 26 April 2017
- 3.2 Minutes of the Planning and Strategy Committee of the Whole held on 10 May 2017
- 3.3 Minutes of the Extraordinary Meeting of Council held on 10 May 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

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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

Confidential - Not for Publication

15 REPORTS FOR CLOSED SESSION

15.1 Request for Review of 2016/2017 Water and Sewer Access Charge

"Item 15.1 is confidential in accordance with s10(A) (di) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

15.2 Samowill & Nothcott v QPRC & NSW Heritage Council - Braidwood Police Barracks Class 1 Appeal

"Item 15.2 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

LIST OF ATTACHMENTS –

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

Open Attachments

Item 8.1 Investment Report - April 2017

Attachment 1 Investment Report - April 2017 - Attachment 1 - 24 May 2017 (Under Separate Cover)

Item 8.10 Adoption of the Updated Sustainability Design of Council Buildings Policy

Attachment 1 Draft Sustainable Design Policy for Council Buildings (Under Separate Cover)

Attachment 2 Template A - Project Sustainability Design Assessment Checklist - Sustainability for Council Buildings Policy (Under Separate Cover)

Attachment 3 Template B - Sustainable Design Policy for Council Building - SDA Checklist – Buildings (Under Separate Cover)

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Attachment 4 Template C - Sustainable Design Policy for Council Building - SDA Checklist – Infrastructure (Under Separate Cover)

Attachment 5 Template D - Lifecycle Cost Calculator (Under Separate Cover)

Item 8.11 Queanbeyan CBD Transformation Strategy

Attachment 1 CBD Transformation Strategy - Community Feedback Summary (Under Separate Cover)

Item 8.12 Disability Inclusion Action Plan

Attachment 1 Summary of Submissions Received from Public Exhibition Period (Under Separate Cover)

Attachment 2 Disability Inclusion Action Plan - Final for Adoption (Under Separate Cover)

Item 8.13 Hot Rod Event 2018

Attachment 1 Hot Rod Event, Economic Modelling (Under Separate Cover)

Item 8.15 Report of the Royalla Common s.355 Committee - 6 March 2017

Attachment 1 Minutes of the Royalla Common s.355 Committee meeting - 6 March 2017 (Under Separate Cover)

Closed Attachments

Item 8.4 Tender 07/2017 Trade Services Panel

Attachment 1 QPRC 07-2017 Trade Services Panel Recommendation Report (Under Separate Cover)

Attachment 2 APPENDIX 1 - Tender Downloads (Under Separate Cover)

Attachment 3 APPENDIX 2 - Tender Submissions (Under Separate Cover)

Attachment 4 APPENDIX 3 - Information Session Attendees (Under Separate Cover)

Attachment 5 APPENDIX 4 - Information Session Minutes (Under Separate Cover)

Attachment 6 APPENDIX 5 - Arrow Facilities Management Evidence (Under Separate Cover)

Attachment 7 APPENDIX 6 - Bungendore Landscape Late Tender (Under Separate Cover)

Attachment 8 APPENDIX 7 - Pricing Submitted (Under Separate Cover)

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*Attachment 9 APPENDIX 8 - Public Notice of Record of Tenders
(Under Separate Cover)*

*Attachment 10 APPENDIX 9 - Variance Feedback (Under
Separate Cover)*

Item 8.5 South Bungendore Drainage

*Attachment 1 Concept Drainage and Road Alignment 115-117
Ellendon Street, Bungendore (Under Separate
Cover)*

Item 15.1 Request for Review of 2016/2017 Water and Sewer Access Charge

Attachment 1 Table (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, 26 April 2017 commencing at 5.30pm.

ATTENDANCE

Administrator: T. Overall (Chair)

Staff: P Tegart, Interim General Manager; P Hansen, Portfolio General Manager Community Connection; M Thompson, Portfolio General Manager Natural and Built Landscapes; D Fulton, Acting Director Economic and Community Development; S-J Abigail, Acting Executive Manager Finance; and S Taylor, Acting Executive Manager Systems.

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

1. APOLOGIES

No apologies were received.

2. DISCLOSURES OF INTERESTS

094/17

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.

The Administrator declared a less than significant non-pecuniary interest in Item 8.2 as he and his family have accounts with three of the four major banks.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held on 22 March 2017

095/17

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 22 March 2017 be confirmed.

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

096/17

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 12 April 2017 be confirmed.

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

There were no presenters.

5. MAYORAL MINUTES

Nil

6. NOTICES OF MOTIONS OF RESCISSION

Nil

7. NOTICES OF MOTIONS

Nil

8. DETERMINATION REPORTS**8.1 Investment Report - March 2017**

097/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the investment income for March 2017 is \$374,647 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$3,742,607 which is \$725,340 above the year to date budget.
2. Note the investments have been made in accordance with the Local Government Act 1993, the Local Government General Regulations, and Council's proposed investment policy.
3. Adopt the Investment Report for the month of March 2017.

8.2 Contract 12/2017 - Provision of Banking and Bill Payment Services

098/17

RESOLVED (Overall)

The Administrator resolved that Council award Contract 12/2017 Provision of Banking and Bill Payment Services to the National Australia Bank.

8.3 Contract CW1-2016/17 Plant Hire Panel Cancellation

099/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Reject all tenderers of CW1-2016/17.
2. Review the scope of requirements for the Plant Hire Panel.
3. Establish an evaluation plan for the selection of the most advantageous providers.
4. Release the tender for Plant Hire in mid-2017 for engagement by October 2017.

8.4 Preparation of an Integrated Transport Strategy - Tender 14/2017

100/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Award the contract for the preparation of an Integrated Transport Strategy to Aecom Australia.
2. Approve the total project budget of \$164,820.00 ex GST.

8.5 QPRC Queanbeyan Headquarters concept design

101/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Award the contract to Cox Architecture to prepare the concept design for the development of the QPRC Queanbeyan headquarters building in the Lowe Street carpark precinct.
2. Approve a total project budget of \$700,000.00 (ex GST) for the completion of this work.

8.6 Report on Audit, Risk and Improvement Committee

102/17

RESOLVED (Overall)

The Administrator resolved that Council note the outcomes of the 16 February 2017 meeting of the Audit, Risk and Improvement Committee.

8.7 Family Day Care Staffing

103/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Create a new Permanent Part Time Child Development Officer position at Grade 9 for 30 Hours per week, taking effect from April 2017.
2. Explore and report on other options to deliver the Family Day Care service.

8.8 Land Classifications - Lot 576 DP 1223479 Googong and Lot 375 DP 1221669 Googong

104/17

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 375 DP 1221669 (17 Leon Street, Googong).
2. Lot 576 DP 1223479 (29 Connolly Street, Googong).

8.9 Land Classification - Lot 536 DP 8708 (71 London Road) Queanbeyan

105/17

RESOLVED (Overall)

The Administrator resolved that Council, in accordance with Section 31(2) of the Local Government Act 1993 (NSW), resolve that Lot 536 DP 8708 (71 London Road, Mt Jerrabomberra) be classified as "Community Land".

8.10 Road Closure Greenway Establishment - Wamboin

106/17

RESOLVED (Overall)

The Administrator resolved that:

1. Council support the current status quo being that the existing road reserve not be closed and sold and the road reserve continue to be licenced to the owner of lot 4 DP773482 for their use.
2. If in the future there is a change of circumstances, then the greenway proposal and land swap can be revisited.
3. NSW Crown Lands, the property owners and the Wamboin Community Association be advised of this position.

8.11 Road Construction Bond - Copperfield Place

107/17

RESOLVED (Overall)

The Administrator resolved that the Bank Guarantee for \$20,000 held by the Council for road works associated with DP 808393 - 15 Copperfield Place Jerrabomberra, be exercised and the Council undertake road improvement works to this value.

8.12 Tenure Arrangements - Men's Shed

108/17

RESOLVED (Overall)

The Administrator resolved that:

1. Council note the report.
2. The Men's Shed be advised that its tenure of the current facility is supported for the short term but the activity will need to be relocated in the longer term.
3. Council make provision in its waste and property plans for options to relocate the Men's Shed at the appropriate time.

8.13 Roads Act Declaration

109/17

RESOLVED (Overall)

The Administrator resolved that in accordance with Section 10 of the Roads Act 1993, Council dedicate Lot 668 DP 15764 as public road and this decision be published in the NSW Government Gazette.

8.14 QPRC Tourism Plan and Tourism Policy

110/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Endorse the draft QPRC Tourism Plan and Tourism Policy with the following changes to the Policy:
 - a. Council's Role to be a "facilitator" of marketing resources to promote QPRC as a destination, rather than a "provider".
 - b. Item 3 Policy Principles, sub item b) be amended to read "Consider annually a budget allocation for tourism/promotion expenditure".
2. Place the Plan and Policy on exhibition for 28 days.
3. Incorporate actions and consider funding options in the next Delivery Program.
4. Conduct a review of visitor services across QPRC to develop an effective visitor services strategy.

8.15 Draft Sponsorship, Grants and Loans Policy

111/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the Draft Sponsorship, Grants and Loans Policy.
2. Place the draft policy on public exhibition for the statutory period of 28 days seeking public comment on its provisions.
3. Report back to Council following the exhibition period for final adoption.

8.16 Miscellaneous Policies relating to Council's Governance

112/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Adopt the Gifts and Benefits Policy, Councillor and Staff Interaction Policy and the Statement of Business Ethics.
2. Rescind the former Queanbeyan and Palerang Council respective policies.

8.17 Queanbeyan-Palerang Regional Council Privacy Policy and Management Plan 2017

113/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Adopt the draft Queanbeyan-Palerang Regional Council Privacy Policy and Management Plan 2017.
2. Provide a copy of the adopted Policy and Management Plan to the Privacy Commissioner.
3. Rescind the following documents:
 - a. the former Queanbeyan City Council Privacy Management Policy 2013,
 - b. the former Palerang Council Privacy Management Plan 2011.

- 114/17 **8.18 Araluen Area s.355 Committee membership**
RESOLVED (Overall)
- The Administrator resolved that Council approve the following new members of the Araluen Area s.355 Committee:
1. Robin Cavalier (Secretary, Araluen Progress Association).
 2. Ron Bateman (community representative).
- 115/17 **8.19 Les Reardon Reserve s.355 Committee minutes**
RESOLVED (Overall)
- The Administrator resolved that Council:
1. Note the minutes of the meeting of the Les Reardon Reserve s.355 Committee, held on 21 November 2016.
 2. Note the Treasurer's financial statement.
- 116/17 **8.20 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 23 January 2017.
- 117/17 **S.1 Extension of Free Tipping for Bushfire Victims**
RESOLVED (Overall)
- The Administrator resolved that Council extend the waiver period by three months for the waste disposal charge at its Bungendore transfer facility for the disposal of general waste and debris generated as a direct result of the fire subject to that material not being contaminated with any form of asbestos material.
- 9. INFORMATION REPORTS**
- 118/17 **9.1 Q-One Aquatics and Indoor Sports Revenue Update**
RESOLVED (Overall)
- The Administrator resolved that the report be received for information.

9.2 Q-One Eastern Pools - Season Summary

119/17

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

10. COMMITTEE REPORTS**10.1 Bungendore Town Centre and Environs s355 Committee Minutes - 3 November 2016**

120/17

RESOLVED (Overall)

The Administrator resolved that:

1. Council note the report on the minutes to the Bungendore Town Centre Committee.
2. Refer the report for consideration as part of the Bungendore Town Centre Plan.

10.2 Local Traffic Committee Meeting - Minutes - 4 April 2017

121/17

RESOLVED (Overall)

The Administrator resolved that:

1. The minutes be received and the recommendations contained therein adopted:
 - a. LTC 09/17 Under Roads Act 1993 approve the road closure of Gillamatong Lane between Saleyards Lane and Araluen Road between 7.00am and 6.00pm on Sunday 7 May 2017 for Braidwood Community Bank Billy Cart Derby
 - b. LTC 10/17 Under Roads Act 1993 approve the proposed road closures for Reconciliation Walk 2017
 - c. LTC 11/17 Under Road Transport Act 2013 Install disability parking bay on Lowe Street near Queanbeyan Town Park public toilets as per design
 - d. LTC 12/17 Under Road Transport Act 2013 install two 'No Parking' signs on Firethorn Avenue as per design
 - e. LTC 13/17 Under the Road Transport Act 2013 approve the design for pedestrian safety upgrades at the Queanbeyan Bus Interchange
 - f. LTC 14/17 Under the Road Transport Act 2013 approve the concept design for changes at McEwan Avenue adding in on-road signage warning of the path intersecting the road.
2. The High Pedestrian Activity Area Queanbeyan CBD Concept Design be referred to the Pedestrian Access and Mobility Plan review and the Integrated Transport Strategy.

10.3 Report of the Palerang Heritage Advisory Committee - 11 April 2017

122/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the minutes of Palerang Heritage Advisory Committee held on 14 February 2017.
2. Adopt recommendations PHAC 002/17 to PHAC 003/17 from the meeting held on 11 April 2017:

PHAC 002/17 That the Report of the meeting of the Committee held on 14 February 2017 be confirmed.

- PHAC 003/17
- i. That the Committee supports an extension for completion of works until 30 Jun 2018.
 - ii. That the Committee supports the existing application being considered as an application for the 2017/2018 special heritage awards.
 - iii. That the Committee supports an increase in the grant from \$26,114.60 to \$54,200.

10.4 Report of the Special Queanbeyan Heritage Advisory Committee - 12 April 2017

123/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the minutes of Special Heritage Advisory Committee held on 12 April 2017.
2. Adopt recommendations HAC003/17 from the meeting held on 12 April 2017.

HAC003/17 That the Committee accept the prize winner recommendations of the assessment panel.

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

Nil

At this stage in the proceedings, the time being 6.26 pm 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, 10 May 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 and S-J Abigail, Acting Executive Manager Finance.

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

1. APOLOGIES

Recommendation

No apologies were received.

2. PRESENTATIONS/DEPUTATIONS/PETITIONS

PLA043/17

RESOLVED (Overall)

That all presenters be heard for upto 5 minutes with no extension of time.

Wade Hient - Item 4.1 – DA 2016.203 – 8360 Monaro Hwy, Royalla – 6 Lot Subdivision

Rob Smith - Item 4.1 – DA 2016.203 – 8360 Monaro Hwy, Royalla – 6 Lot Subdivision

Clair Gillian - Item 4.2 – DA 128.2016 – Stage 3 of Northern Entry Road Providing Access to South Tralee Urban Release Area

Paul Hubbard - Item 6.2 – New Cemetery Planning Update

Professor Mike Doplin - Item 6.2 – New Cemetery Planning Update

Geoff Smith - Item 6.2 – New Cemetery Planning Update

Kevin Tomlin - Item 6.2 – New Cemetery Planning Update

3. DECLARATIONS OF INTEREST

PLA044/17

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 2016.203 - 8360 Monaro Hwy, Royalla - 6 Lot Subdivision**

PLA045/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council defer determination of DA.2016.203 for a six (6) lot subdivision on Lots 1 & 2 DP 456367, Lot 2 DP 131294, Lot 1 DP 1067259 and road on part Lot 29 DP 1015516, No. 8360 Monaro Highway, Royalla until Council carries out an independent survey of Lot 29 DP1015516 to ascertain whether there are any fencing or other improvements encroaching onto that land.
2. That on receipt of the above information, the determination report be bought back to Council for consideration.

4.2 Development Application 128-2016 - Stage 3 of Northern Entry Road Providing Access To South Tralee Urban Release Area

PLA046/17

RESOLVED (Overall)

The Administrator resolved;

1. That development application 128-2016 for the construction and dedication of a public road including pedestrian pathway, cycle lane, landscaping, temporary access track, associated works including a signalised intersection at Tomsitt Drive (identified as the Stage 3 works in the Northern Entry Road Staged (Concept) Proposal DA 175-2013) be granted conditional approval, except the proposed three (3) lot subdivision of Lot 6 DP 719108, Tomsitt Drive, South Jerrabomberra which is excluded from the consent in accordance with Section 80(4)(b) of the Environmental Planning & Assessment Act.
2. That relevant government agencies including NSW Police and Roads and Maritime Services be forwarded a copy of Councils Notice of Determination.
3. That Council note that consent for any water and sewer infrastructure and other utility services will be subject of a separate approval process under Part 5 of the Environmental Planning & Assessment Act 1979 or a subsequent development application.

4.3 Development Application 519-2016 - Dual Occupancy - 14 Arthur Street, Crestwood

PLA047/17

RESOLVED (Overall)

The Administrator resolved that Council;

1. That approval be granted to a variation to Part 3C, clause 3.6.10 d) of Queanbeyan Development Control Plan 2012 to allow vehicles to exit the existing dwelling in reverse for the following reasons:
 - (a) To retain the existing dwelling on the subject site and maintain the character and amenity of the streetscape.
 - (b) To allow vehicle manoeuvrability that is consistent with the existing condition of the existing single storey dwelling located at the front of the subject site.
2. That approval be granted to a variation to Part 3C, clause 3.6.15.2 f) of Queanbeyan Development Control Plan 2012 to allow a courtyard in the front building setback of the existing dwelling for the following reasons:
 - (a) To allow the retention of the existing dwelling on the subject site.

- (b) To contribute to an increase in private open space of the existing dwelling, to contribute to further articulation of the front façade and to increase natural surveillance towards the street.
- 3. That approval be granted to a variation to Part 3C, clause 3.6.10 j) of Queanbeyan Development Control Plan 2012 to allow parking spaces between the building and the street alignment for the following reasons:
 - (a) To allow the retention of the existing dwelling located on the subject site.
 - (b) The encroachment is minor.
 - (c) To increase the overall private open space of the existing dwelling (Residence A), to reduce the amount of hardstand/driveway space and contribute to increased permeable space on the site.
- 4. That approval be granted to a variation to Part 3C, clause 3.6.3 b) of Queanbeyan Development Control Plan 2012 to allow a side boundary setback within 3 metres of the eastern boundary for the following reasons:
 - (a) To allow consistency between the existing approved dwelling at the front of the site and the proposed dwelling towards the rear of the site, in consideration that the proposed setback for Residence B will not have any adverse impact on overshadowing or overlooking on adjoining properties.
- 5. That approval be granted to a variation to Part 3C, clause 3.6.15.2 b) of Queanbeyan Development Control Plan 2012 to allow for the provision of less than 80m² of private open space for the existing dwelling for the following reasons:
 - (a) To retain the existing dwelling on the site and not resort to demolition.
 - (b) To allow the provision of additional private open space located within the front building setback within a courtyard and a deck which increases the total POS available in excess of 80m².
- 6. That approval be granted to a variation to Part 3C, clause 3.6.10 i) of Queanbeyan Development Control Plan 2012 to waive the requirement for visitor parking spaces for the following reasons:
 - (a) To retain the existing dwelling located on the subject site.
 - (b) To allow for an overall increase in private open space for the existing dwelling (Residence A), a reduction in hardstand/driveway space and allow for an increase in permeable space.

7. That development application 519-2016 for a Dual Occupancy and Strata Subdivision on Lot 13, Section 13, DP14288 No. 14 Arthur Street, Crestwood be granted conditional approval.

4.4 Development Application 5-2017 - Erection of a Garage at 52 Ross Road Queanbeyan

PLA048/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. That approval be granted to a variation to Part 4 – Heritage, New Garages, Clause 4.4.2 d) of Queanbeyan Development Control Plan 2012 to allow for a roof pitch of 11° for the following reasons:
 - (a) The roof pitch will result in a more low scale and less bulky development, which given the site coverage and height variation is seen as desirable.
 - (b) The roof pitch is not overtly inconsistent with the pitch of the existing dwelling on site.
 - (c) 11° roof pitches have been supported for garages and carports on heritage items and within the heritage conservation area in the past.
2. That approval be granted to a variation to Part 4 – Heritage, New Garages, Clause 4.4.2 e) of Queanbeyan Development Control Plan 2012 to allow for the use of one colour for the doors and trim and one colour for the roof and walls for the following reasons:
 - (a) The proposed colours are considered appropriate for the garage.
 - (b) The use of one colour for the doors and trim and another colour for the roof and walls will provide sufficient articulation.
 - (c) Other garages within the locality have utilised colours consistent with the colours chosen for the proposed garage.
3. That approval be granted to a variation to Part 4 – Heritage, Metal Garages – Specific Controls, Clause 4.4.2 i) of Queanbeyan Development Control Plan 2012 to allow the approval of two roller doors 20mm wider than the required 2.7 metres for the following reasons:
 - (a) The variation is of a minor nature and will have a negligible impact on the overall bulk and scale of the development.
 - (b) The roller doors will not be directly visible from the street.

4. That approval be granted to a variation to Part 4 Heritage, Metal Garages – Specific Controls, Clause 4.4.2 k) of Queanbeyan Development Control Plan 2012 to allow a wall height of 3 metres for the following reasons:
 - (a) That the proposed garage is located at least 26 metres from the front boundary towards the rear of the property and as a result will have minimal impact on the streetscape and amenity of the locality. Additionally, the garage will not be directly visible from the street.
 - (b) The wall height of other approved garages in the locality have been varied above the 2.4 metre height limit.
5. That development application 5-2017 for the erection of a garage on Lot 23, Section B, DP13427, No. 52 Ross Road, Queanbeyan be granted conditional approval.

4.5 Proposal for Naming of Several Parks and Reserves - Googong

PLA049/17

RESOLVED (Overall)

The Administrator resolved that Council adopt the following names for parks and reserves in Googong as indicated below:

- Googong Common - Bunburung Thina
- Hill 800 - Nangi Pimble
- Playground area adjacent to the second display village within NH1B - Yerradhang Nguru
- Open Space at Montgomery Rise - Munnagai Woggabaliri

4.6 Request for In Principle Support to Create Right of Carriageway for Access to Carpark at Rear of Lot 2 DP 1051859, 35 Ellendon Street, Bungendore

PLA050/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council support the creation of a right of carriageway (ROC) over Lot 5 DP 1204393 to permit rear access to the proposed carpark on Lot 2 DP 1051859, 35 Ellendon Street, Bungendore subject to the costs of creating the ROC being borne by the owner of Lot 2. The final location of the ROC to be determined in discussions between Council and the applicant.
2. That Council, as owner of Lot 5 DP 1204393, countersign the development application for 35 Ellendon Street to allow the proposed creation of a right of carriageway over Council's land to be considered as part of the development application.

3. That Council agree in principle to acquiring that portion of Lot 2 DP 1051859 zoned SP2 car parking through dedication by the owner of that land subject to further discussions with the owner of Lot 2 on possible partial offsets against section 94 car parking contributions and costs associated with the construction of the car park and subdivision and dedication of the land.

5. DETERMINATION REPORTS

5.1 New Public Toilet Block at Araluen Recreation Ground Reserve

PLA051/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council approve the establishment of a working group to manage the construction of a new public toilet block on the Araluen Recreation Ground Reserve, comprising the following members:
 - a. Paul Cockram (Araluen Area s.355 Committee and Local Representation Committee member)
 - b. Sally Matthews (Araluen Area s.355 Committee)
 - c. Robin Cavalier (Araluen Area s.355 Committee)
 - d. Ron Bateman (Araluen Area s.355 Committee)
 - e. Penny Hayman (Araluen Area s.355 Committee)
 - f. Cath Harrison (Araluen Recreation Ground Trustee)
 - g. Laurann Yen (Araluen Recreation Ground Trustee)
 - h. Mick Pritzler (Araluen Recreation Ground Trustee)
 - i. David Harrison (Araluen Recreation Ground Trustee)
 - j. Jimmy Dawes (Araluen Recreation Ground Trustee)
2. That Council approve the Stronger Communities Fund grant of \$65,000 be placed in the Araluen Recreation Ground Reserve Trust's bank account.
3. That Council note reporting and acquittal of the grant will be provided through the Committee

5.2 Captains Flat Area s.355 Committee

PLA052/17

RESOLVED (Overall)

The Administrator resolved that Council approve the appointment of Mr Levi John Symington as a community member of the Captains Flat Area s.355 Committee.

6. INFORMATION REPORTS**6.1 QPRC Digital Economy and Smart Community Strategy**

PLA053/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. endorse the ACT Digital Strategy.
2. note the development of the QPRC Digital Economy and Smart Community Strategy drawing on the ACT Digital Strategy and responding to the Federal Government's Smart Cities Program.

6.2 New Cemetery Planning Update

PLA054/17

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

6.3 Site Inspection - DA 2016.203 - 8360 Monaro Highway, Royalla - Six Lot Subdivision

PLA055/17

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

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

Nil

PRESENTATIONS

Nil

At this stage in the proceedings, the time being 6.15pm Mr Overall announced that the Agenda for the meeting had now been completed

**TIM OVERALL
ADMINISTRATOR
CHAIRPERSON**



MINUTES OF THE EXTRAORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 10 May 2017 commencing at 5:00pm.

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 and S-J Abigail, Acting Executive Manager Finance.
Also Present: W Blakey, Management Accountant (Clerk of the Meeting) and R Potter (Minute Secretary).

1. APOLOGIES

No apologies were received.

2. DISCLOSURES OF INTERESTS

124/17

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.

Nil

3. CONFIRMATION OF MINUTES

3.1 Nil

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

Recommendation

No presentations or petitions were received.

5. DETERMINATION REPORTS**4.1 Draft Integrated Plans 2017-18**

125/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Amend the draft Operational Plan 2017-18 to include \$25,000 for shade sails at the QE II Park playground.
2. Amend the draft Fees and Charges 2017-18 to reduce the Outdoor Dining annual fee per m2 to NIL.
3. Place the draft Operational Plan, and draft Fees and Charges on public exhibition for 28 days.
4. Consider submissions at its Ordinary Council meeting scheduled for 28 June at Bungendore.

4.2 2017/2018 Draft Revenue Policy and Draft Report on QPRC Water, Sewerage and Wastewater Pricing Policy

126/17

RESOLVED (Overall)

The Administrator resolved:

1. That the Revenue Policy be adopted and placed on public exhibition for 28 days as part of the Draft Operational Plan and draft Schedule of Fees and Charges for 2017/2018.
2. That the recommendations contained in the Aither report in relation to the harmonisation of water and sewerage prices be noted.
3. That a further report be presented to Council following the conclusion of the pricing negotiations with ICON Water in regard to the Bulk Water Agreement.

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

Nil

At this stage in the proceedings, the time being 5.18pm 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.

DETERMINATION REPORTS

8.1 Investment Report - April 2017 (Ref: C1770832; Author: Abigail/Drayton)

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 April 2017.

Recommendation**That Council:**

1. **Note the investment income for April 2017 is \$355,326 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$4,097,933 which is \$771,878 above the year to date budget;**
 2. **Note the investments have been made in accordance with the Local Government Act 1993, the Local Government General Regulations, and Council's proposed investment policy;**
 3. **Adopt the Investment Report for the month of April 2017.**
-

Background***Cash and Cash Equivalent Investments***

The April 2017 return of \$355,326 brought the total return on Cash and Cash Equivalent Investments for the 2016/17 Financial Year (commencing 13 May 2016) to \$4,097,933 which is \$771,878 above the year to date budget.

The principal amount invested as at 30 April 2017 was \$148,696,674.

Council's investment portfolio's annualised monthly return of +2.94% (net actual) in April 2017 outperformed the AusBond Bank Bill Index return of +1.82%.

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.

Market Update

The average 30 day BBSW rate for April 2017 was 1.62%.

At its May 2017 board meeting, the Reserve Bank of Australia (RBA) opted to leave the official cash rate unchanged at 1.50%. Given faster inflation and signals of looming fiscal stimulus, combined with an upswing in global growth, the decision was widely expected by markets.

RBA Governor Lowe mentioned that the improvement in the global economy has contributed to higher commodity prices, which are providing a significant boost to Australia's national income.

Growth is expected to increase gradually over the next couple of years to a little over 3%. The rise in underlying inflation in the first quarter of 2017 has reduced the need to cut interest rates further, especially when lower interest rates would boost the still hot housing market.

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 it is way too early to be considering raising rates. (*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, clause 212 of the Local Government General Regulations 2005, and Queanbeyan-Palerang Regional Council's investment policy.

Sally-Jane Abigail
Executive Manager - Finance

Financial

Investment income for the 2016/17 Financial Year as at 30 April 2017 amounts to \$4,097,933. This return was \$771,878 above the year to date budget; an increase in the budget surplus from the previous month by \$46,538 where Council was \$725,340 above the year to date budget. Refer to Attachment 1 - Graph 1 and Table 5.

Attachments

Attachment 1 Investment Report - April 2017 - Attachment 1 - 24 May 2017 (*Under Separate Cover*)

DETERMINATION REPORTS

8.2 Quarterly Budget Review Statement for the Quarter Ending 31st March 2017 (Ref: C1771706; Author: Abigail/Marmont)

Summary

This report presents Queanbeyan-Palerang Regional Council's March 2017 Quarterly Budget Review Statement (QBRs) for the information of Council and the community.

This Quarterly Budget Review Statement has been prepared in consultation with all Divisions within the Queanbeyan-Palerang Regional Council. It is submitted for consideration by Council.

Recommendation**That Council**

- 1. Adopt the March 2017 Quarterly Budget Review Statement and variations as outlined in this report.**
 - 2. Note the predicted consolidated deficit of \$140k.**
-

Background

In accordance with clause 203 of the Local Government (General) Regulation 2005, the Responsible Accounting Officer must prepare and submit a quarterly budget review statement to the Council for the purposes of reviewing budget performance against the adopted operational plan and to also consider any necessary budget variations.

The Office of Local Government has developed a set of reporting requirements for the Quarterly Budget Reviews that all Councils must comply with. The reporting requirements, known as the Quarterly Budget Review Statement (QBRs) facilitates progress reporting against the original and revised budgets at the end of each quarter.

The overall consolidated funded result has moved from a deficit position of \$220k for the December Quarterly budget review to a deficit of \$140k for the March Quarterly budget review.

This result has been achieved after transferring identified merger savings of \$639k to reserves

The financial reporting policy for the amalgamated Council is currently being developed. In the interim Council has resolved to apply thresholds of 10% or \$100,000 in relation to variance reporting. This is considered appropriate for the size of the amalgamated organisation in order to focus attention on areas of significant variance.

While both former Council reports have been prepared using their respective accounting systems (scheduled to be integrated as a single system from July 2017), the income and expenditure statements below present an accurate representation of the consolidated result at the overall combined Council level, and for each of the combined funds making up the consolidated result.

The primary variations and issues impacting on the funded result are discussed below with favourable changes identified as (F) and unfavourable as (U).

8.2 Quarterly Budget Review Statement for the Quarter Ending 31st March 2017 (Ref: C1771706; Author: Abigail/Marmont) (Continued)

Operating Income adjustments:

- Additional Land Use Regulation Fees and Charges \$235k (F)
- Additional Water and Sewer Fund User Fees and Charges \$118k (F)
- Increase in Hazard Reduction grant income \$125k (F)

Operating Expense adjustments:

- Anticipated expenditure on operational transition merger projects \$1.22m (U), projects are funded from reserve.
- Googong Development Project \$425k (U)
- Sewer Network Flow Gauging and Modelling \$200k (U)
- Sludge Drying Beds at STP \$190k (U)

Capital Income adjustments:

- Ellerton Drive Extension reduction in grant income required \$18.6m (U)
- Increase in Googong Offsite Roads developer contribution \$4.2m (F)
- Loan funding required for purchase of New Cemetery Land \$2.25m (F)

Capital Expense adjustments:

- Ellerton Drive Extension reduction in anticipated expenditure in 2016-17 \$18.6m (F)
- Main Administration building redevelopment reduction in anticipated expenditure in 2016-17 \$1.6m (F)
- Purchase of land for new cemetery \$2.25m (U)

The expenditure from transition projects relating to amalgamation is funded by way of a reserve transfer from the transition grant funding provided by the NSW Government on amalgamation.

Council will be operating an amalgamated finance system commencing from the 2017/18 financial year with the aim of quarterly reporting at a program level.

Implications***Legal***

The QBRS complies with clause 203 of the Local Government (General) Regulation 2005 and the Local Government Code of Accounting Practice and Financial Reporting Guidelines.

Financial

The tables below summarise the Funds and Consolidated results at 31 March 2017

Conclusion

It is proposed to implement the net budget amendments totalling \$80k as outlined in the report, resulting in a deficit budget of \$140k, once endorsed by Council.

8.2 Quarterly Budget Review Statement for the Quarter Ending 31st March 2017 (Ref: C1771706; Author: Abigail/Marmont) (Continued)

Queanbeyan-Palerang Regional Council All Funds Result								
Code	Description	Annual	Annual	YTD	Var	Budget	Annual	Variance
		17GLBUD0 Orig Budget 2016/17	17GLBUD2 Qtr 2 Budget 2016/17	17GLACT Actual 2016/2017	Actual to Budget	Revisions	17GLBUD3 Qtr 3 Budget 2016/17	Original to Forecast %
	Expenses							
110	Employment Costs	40,061,079	40,189,585	33,472,013	83%	305,496	40,495,081	1%
120	Financial Costs	2,405,816	2,405,816	1,107,278	46%	0	2,405,816	0%
130	Materials & Services	25,563,161	35,442,173	27,592,717	78%	2,106,632	37,548,805	6%
140	Depreciation	20,376,863	20,376,863	985,761	5%	0	20,376,863	0%
150	Other Expenses	22,719,368	23,973,088	16,587,487	69%	715,634	24,688,722	3%
160	Internal Expenses	13,118,183	13,283,464	682,731	5%	86,333	13,369,797	1%
	Total Expenses	124,244,471	135,670,988	80,427,987		3,214,095	138,885,083	
	Income							
180	Rates & Annual Charges	-63,007,897	-64,182,201	-64,264,473	100%	5,518	-64,176,683	0%
190	User Charges & Fees	-28,474,228	-36,045,439	-27,483,781	76%	-992,679	-37,038,118	3%
200	Interest	-3,655,371	-4,030,544	-3,618,499	90%	-66,764	-4,097,308	2%
210	Grants & Contributions	-14,613,962	-15,055,759	-8,974,561	60%	461,431	-14,594,328	-3%
220	Other Operating Revenue	-2,251,870	-2,358,859	-1,586,469	67%	-80,142	-2,439,001	3%
	Gain or Loss on Disposal	164,596	164,596	-854,749	-519%	0	164,596	0%
230	Internal Income	-12,486,583	-12,651,866	0	0%	-86,333	-12,738,199	1%
	Total Income	-124,325,316	-134,160,072	-106,782,532		-758,969	-134,919,040	
	Capital Expenditure							
250	Asset Acquisition	38,821,799	66,339,544	21,456,825	32%	-18,002,685	48,336,859	-27%
260	Loan & Lease Repayments	1,476,589	1,476,589	704,312	48%	0	1,476,589	0%
262	Transfers To Reserves	22,256,159	39,491,609	0	0%	4,417,301	43,908,910	11%
270	Asset Sales	0	0	7,321	0%	0	0	0%
	Total Capital Expenditure	62,554,548	107,307,742	22,168,459		-13,585,384	93,722,359	
	Capital Income							
270	Asset Sales	-1,529,000	-1,529,000	-421,478	28%	0	-1,529,000	0%
279	Proceeds from Loans & Leases	0	0	0	0%	-2,250,000	-2,250,000	0%
280	Deferred Debtor Repayments	-16,000	-16,000	0	0%	0	-16,000	0%
290	Grants & Contributions - Cap	-10,293,300	-65,000,751	-18,380,082	28%	14,696,884	-50,303,867	-23%
300	Transfers From Reserves	-26,176,079	-32,065,818	-2,444,602	8%	-1,397,528	-33,463,346	4%
310	Loan Funding	-3,560,000	-3,560,000	0	0%	0	-3,560,000	0%
	Total Capital Income	-41,574,379	-102,171,569	-21,246,162		11,049,356	-91,122,213	
	Total Income	-165,899,695	-236,331,641	-128,028,695		10,290,387	-226,041,253	
	Total Expenditure	186,799,019	242,978,730	102,596,445		-10,371,289	232,607,442	
	Budget Result	20,899,323	6,647,090	-25,432,249		-80,901	6,566,188	
	Less: Depreciation	-20,612,590	-20,612,590	-145,616		0	-20,612,590	0.00%
	Plus: Non Cash Contribution	0	14,186,457	0		0	14,186,457	0.00%
	(Surplus)/Deficit	286,733	220,956	-25,577,866		-80,901	140,055	

8.2 Quarterly Budget Review Statement for the Quarter Ending 31st March 2017 (Ref: C1771706; Author: Abigail/Marmont) (Continued)

Queanbeyan-Palerang Regional Council General Fund Result (including Waste, Stormwater, SEWOL and CBRJO)								
Code	Description	Annual	Annual	YTD	Var	Budget	Annual	Variance
		17GLBUD0 Orig Budget 2016/17	17GLBUD2 Qtr 2 Budget 2016/17	17GLACT Actual 2016/2017	Actual to Budget	Revisions	17GLBUD3 Qtr 3 Budget 2016/17	Original to Forecast %
	Expenses							
110	Employment Costs	36,313,034	36,441,540	30,685,168	84%	194,424	36,635,964	1%
120	Financial Costs	1,532,738	1,532,738	597,821	39%	0	1,532,738	0%
130	Materials & Services	20,204,588	29,977,406	23,977,948	80%	1,519,496	31,496,902	5%
140	Depreciation	13,067,748	13,067,748	985,761	8%	0	13,067,748	0%
150	Other Expenses	9,882,497	10,924,490	8,644,568	79%	390,766	11,315,256	4%
160	Internal Expenses	6,209,972	6,373,677	664,763	10%	81,352	6,455,028	1%
	Total Expenses	87,210,576	98,317,598	65,556,029		2,186,038	100,503,636	
	Income							
180	Rates & Annual Charges	-42,304,396	-42,907,782	-43,054,356	100%	5,518	-42,902,264	0%
190	User Charges & Fees	-11,986,152	-19,502,762	-18,425,385	94%	-866,783	-20,369,545	4%
200	Interest	-1,968,069	-2,360,747	-3,591,662	152%	-68,801	-2,429,548	3%
210	Grants & Contributions	-14,408,013	-14,849,810	-8,645,640	58%	486,869	-14,362,941	-3%
220	Other Operating Revenue	-1,706,939	-1,813,928	-1,231,016	68%	-28,870	-1,842,798	2%
	Gain or Loss on Disposal	164,596	164,596	-854,749	-519%	0	164,596	0%
230	Internal Income	-12,377,040	-12,542,323	0	0%	-86,333	-12,628,656	1%
	Total Income	-84,586,014	-93,812,756	-75,802,808		-558,400	-94,371,156	
	Capital Expenditure							
250	Asset Acquisition	31,763,973	60,098,461	17,233,344	29%	-18,536,502	41,561,959	-31%
260	Loan & Lease Repayments	791,266	791,266	162,467	21%	0	791,266	0%
262	Transfers To Reserves	9,732,208	26,397,851	0	0%	4,698,614	31,096,465	18%
270	Asset Sales	0	0	7,321	0%	0	0	0%
	Total Capital Expenditure	42,287,447	87,287,578	17,403,132		-13,837,888	73,449,690	
	Capital Income							
270	Asset Sales	-1,529,000	-1,529,000	-413,651	27%	0	-1,529,000	0%
279	Proceeds from Loans & Leases	0	0	0	0%	-2,250,000	-2,250,000	0%
280	Deferred Debtor Repayments	-16,000	-16,000	0	0%	0	-16,000	0%
290	Grants & Contributions - Cap	-7,592,777	-56,895,085	-18,380,082	32%	14,397,173	-42,497,912	-25%
300	Transfers From Reserves	-18,695,155	-25,120,348	-2,444,602	10%	-17,825	-25,138,173	0%
310	Loan Funding	-3,560,000	-3,560,000	0	0%	0	-3,560,000	0%
	Total Capital Income	-31,392,932	-87,120,433	-21,238,335		12,129,348	-74,991,085	
	Total Income	-115,978,946	-180,933,189	-97,041,143		11,570,948	-169,362,241	
	Total Expenditure	129,498,023	185,605,176	82,959,162		-11,651,849	173,953,327	
	Budget Result	13,519,077	4,671,987	-14,081,982		-80,901	4,591,086	
	Less: Depreciation	-13,232,344	-13,232,344	-131,012		0	-13,232,344	0.00%
	Plus: Non Cash Contribution	0	8,781,314	0		0	8,781,314	0.00%
	(Surplus)/Deficit	286,733	220,957	-14,212,994		-80,901	140,056	

8.2 Quarterly Budget Review Statement for the Quarter Ending 31st March 2017 (Ref: C1771706; Author: Abigail/Marmont) (Continued)

Queanbeyan-Palerang Regional Council Water Fund Result								
Code	Description	Annual	Annual	YTD	Var	Budget	Annual	Variance
		17GLBUD0 Orig Budget	17GLBUD2 Qtr 2 Budget	17GLACT Actual 2016/2017	Actual to Budget	Revisions	17GLBUD3 Qtr 3 Budget 2016/17	Original to Forecast %
	Expenses							
110	Employment Costs	1,854,910	1,854,910	985,905	53%	352	1,855,262	0%
120	Financial Costs	381,211	381,211	210,856	55%	0	381,211	0%
130	Materials & Services	2,204,984	2,161,177	1,253,119	58%	63,152	2,224,329	3%
140	Depreciation	2,967,166	2,967,166	0	0%	0	2,967,166	0%
150	Other Expenses	11,968,388	11,968,388	7,277,088	61%	-400	11,967,988	0%
160	Internal Expenses	3,325,731	3,326,913	6,262	0%	0	3,326,913	0%
	Total Expenses	22,702,389	22,659,765	9,733,230		63,104	22,722,869	
	Income							
180	Rates & Annual Charges	-6,057,944	-6,057,944	-6,030,620	100%	0	-6,057,944	0%
190	User Charges & Fees	-15,710,665	-15,743,686	-8,318,899	53%	-59,484	-15,803,170	0%
200	Interest	-340,434	-331,660	-12,425	4%	4,001	-327,659	-1%
210	Grants & Contributions	-94,463	-94,463	-189,138	200%	-12,858	-107,321	14%
220	Other Operating Revenue	-298,203	-298,203	-194,417	65%	0	-298,203	0%
	Gain or Loss on Disposal	0	0	0	0%	0	0	0%
230	Internal Income	0	0	0	0%	0	0	0%
	Total Income	-22,501,709	-22,525,956	-14,745,499		-68,341	-22,594,297	
	Capital Expenditure							
250	Asset Acquisition	2,118,692	2,909,339	1,079,898	37%	-30,907	2,878,431	-1%
260	Loan & Lease Repayments	457,805	457,805	407,986	89%	0	457,805	0%
262	Transfers To Reserves	4,085,728	4,075,771	0	0%	-162,191	3,913,580	-4%
270	Asset Sales	0	0	0	0%	0	0	0%
	Total Capital Expenditure	6,662,225	7,442,915	1,487,884		-193,098	7,249,817	
	Capital Income							
270	Asset Sales	0	0	0	0%	0	0	0%
280	Deferred Debtor Repayments	0	0	0	0%	0	0	0%
290	Grants & Contributions - Cap	-1,358,684	-1,762,123	0	0%	232,963	-1,529,160	-13%
300	Transfers From Reserves	-2,465,924	-3,179,743	0	0%	-34,628	-3,214,371	1%
310	Loan Funding	0	0	0	0%	0	0	0%
	Total Capital Income	-3,824,608	-4,941,866	0		198,335	-4,743,531	
	Total Income	-26,326,317	-27,467,822	-14,745,499		129,994	-27,337,828	
	Total Expenditure	29,364,615	30,102,680	11,221,114		-129,994	29,972,686	
	Budget Result	3,038,297	2,634,858	-3,524,385		0	2,634,858	
	Less: Depreciation	-3,038,297	-3,038,297	-14,604		0	-3,038,297	0.00%
	Plus: Non Cash Contribution	0	403,439	0		0	403,439	0.00%
	(Surplus)/Deficit	0	0	-3,538,990		0	0	

8.2 Quarterly Budget Review Statement for the Quarter Ending 31st March 2017 (Ref: C1771706; Author: Abigail/Marmont) (Continued)

Queanbeyan-Palerang Regional Council Sewer Fund Result								
Code	Description	Annual	Annual	YTD	Var	Budget	Annual	Variance
		17GLBUD0 Orig Budget	17GLBUD2 Qtr 2 Budget	17GLACT Actual	Actual to Budget	Revisions	17GLBUD3 Qtr 3 Budget	Original to Forecast %
	Expenses							
110	Employment Costs	1,893,135	1,893,135	1,800,939	95%	110,720	2,003,855	6%
120	Financial Costs	491,868	491,868	298,601	61%	0	491,868	0%
130	Materials & Services	3,153,589	3,303,589	2,361,650	71%	523,984	3,827,573	16%
140	Depreciation	4,341,949	4,341,949	0	0%	0	4,341,949	0%
150	Other Expenses	868,483	1,080,210	665,831	62%	325,267	1,405,477	30%
160	Internal Expenses	3,582,480	3,582,874	11,706	0%	4,982	3,587,856	0%
	Total Expenses	14,331,505	14,693,626	5,138,727		964,952	15,658,578	
	Income							
180	Rates & Annual Charges	-14,645,557	-15,216,475	-15,179,498	100%	0	-15,216,475	0%
190	User Charges & Fees	-777,411	-798,991	-739,497	93%	-66,412	-865,403	8%
200	Interest	-1,346,868	-1,338,137	-14,412	1%	-1,964	-1,340,101	0%
210	Grants & Contributions	-111,486	-111,486	-139,783	125%	-12,580	-124,066	11%
220	Other Operating Revenue	-246,728	-246,728	-161,036	65%	-51,272	-298,000	21%
	Gain or Loss on Disposal	0	0	0	0%	0	0	0%
230	Internal Income	-109,543	-109,543	0	0%	0	-109,543	0%
	Total Income	-17,237,593	-17,821,360	-16,234,225		-132,228	-17,953,588	
	Capital Expenditure							
250	Asset Acquisition	4,939,135	3,331,744	3,143,583	94%	564,725	3,896,469	17%
260	Loan & Lease Repayments	227,518	227,518	133,859	59%	0	227,518	0%
262	Transfers To Reserves	8,438,223	9,017,987	0	0%	-119,122	8,898,865	-1%
270	Asset Sales	0	0	0	0%	0	0	0%
	Total Capital Expenditure	13,604,876	12,577,249	3,277,442		445,602	13,022,851	
	Capital Income							
270	Asset Sales	0	0	-7,827	0%	0	0	0%
280	Deferred Debtor Repayments	0	0	0	0%	0	0	0%
290	Grants & Contributions - Cap	-1,341,839	-6,343,543	0	0%	66,748	-6,276,795	-1%
300	Transfers From Reserves	-5,015,000	-3,765,727	0	0%	-1,345,075	-5,110,802	36%
310	Loan Funding	0	0	0	0%	0	0	0%
	Total Capital Income	-6,356,839	-10,109,270	-7,827		-1,278,327	-11,387,597	
	Total Income	-23,594,432	-27,930,630	-16,242,052		-1,410,555	-29,341,185	
	Total Expenditure	27,936,381	27,270,875	8,416,170		1,410,555	28,681,429	
	Budget Result	4,341,949	-659,755	-7,825,882		0	-659,755	
	Less: Depreciation	-4,341,949	-4,341,949	0		0	-4,341,949	0.00%
	Plus: Non Cash Contribution	0	5,001,704	0		0	5,001,704	0.00%
	(Surplus)/Deficit	0	0	-7,825,882		0	0	

Attachments

Nil

8.3 Request to Write Off Rates and Charges (Ref: C1771682; Author: Abigail/Steiger)

Summary

This report deals with a number of separate requests from ratepayers to have Rates and Charges waived.

Recommendation

- 1. That Council resolve to adjust the account of Request A to reflect the charges per kilolitre that Council is charged for water purchased from ICON water (a reduction of \$397.62).**
 - 2. That Council decline the request to waive the charges for Request B.**
 - 3. That Council decline the request to waive the charges for Request C.**
-

Background

Council has received three separate requests to have Rates and Charges written off. The three requests will be referred to as Request A, Request B and Request C.

Request A

A request has been made on behalf of a resident who received a higher than average water usage account for the period 6 September 2016 to 25 November 2016.

The meter was checked on several occasions and check readings have been made regularly since the bill to ensure that there is no further increase.

In the period 6 September 2016 to 25 November 2016 the usage was 282 kls or 3.53 kls per day. The average usage for the owner is 0.23kls per day or 20kls per billing period.

After thorough checks were carried out at the premises, there was no leak detected and the meter readings have reverted back to the average daily usage of approx. 0.13 kl per day.

The unusually high reading for the period in question has resulted in a water usage account of \$1,049.04, compared to the average bill of \$74.40. The owner of the property is a pensioner and paying this account will cause financial hardship.

No explanation can be arrived at as to the reason for the increased water usage.

If the account was charged at the rate per kilolitre paid by Council to ICON water, the water usage account would be reduced by \$397.62.

Alternatively, if the account was to be brought back to the average usage, the reduction would be \$974.64.

**8.3 Request to Write Off Rates and Charges (Ref: C1771682; Author: Abigail/Steiger)
(Continued)**

Request B

Council had a long running dispute with a ratepayer over a larger than average water usage account where Council was advised was not as a result of a leak. The amount was not paid due to the dispute and consequently legal action was taken and costs incurred in order to recover the outstanding charges.

The owner of the property has since paid the amount outstanding but has requested that Council waive the interest charged on the account of \$305.86.

Request C

Council had a long running dispute with a ratepayer over a number of properties, and a meeting was arranged with Council's Chief Rates Officer to discuss the arrangements to pay the outstanding amounts.

Following the meeting, the ratepayer paid the amount of the outstanding rates on one of the properties and has now requested that the legal costs be waived.

The legal costs were incurred in the 2014/2015 rating year. The ratepayer had the option to defend the statement of claim in the courts, however, did not take that option at the time.

Legal Costs on this account amount to \$979.20.

Implications

Financial

Request A

If Council was to charge the ratepayer the price per kilolitre charged by ICON Water for the period of the unusually high water usage account, the result would be a loss in revenue of \$397.62. If the account was reduced to the average usage, the result would be a loss in revenue of \$974.64.

Request B

If Council were to waive the interest charges the loss in revenue would be \$305.86.

Request C

If Council were to waive the legal costs the result would be a loss in revenue of \$979.20.

Attachments

Nil

DETERMINATION REPORTS

8.4 Tender 07/2017 Trade Services Panel (Ref: C1762945; Author: Hansen/Taylor)

Summary

Procurement of Trade Services 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 Trade Services for a period of 3 years commencing 1st July 2017 with an option to extend the contract for two additional periods of 12 months each. Council tailored the tender proposal and documentation to ensure local suppliers were easily able to complete and respond to the tender documents.

The Panel Tender requested each submitter to outline a fixed hourly rate for each category that was submitting. The contract terms and associated rates will be fixed (allowing an increase for CPI) for the term of the contract being 3 years with two 1 year options.

Recommendation

That Council accept the tenders from the following organisations as part of Trade Service Panel Contract 07/2017.

Tenderer ID	Categories Awarded
20	Electrical
24	Electrical
45	Electrical
55	Electrical (Tagging Only)
33	Electrical, Data Cabling
37	Electrical
48	Electrical
59	Plumbing
29	Plumbing
7	Plumbing
32	Plumbing
5	Data Cabling
40	Data Cabling
54	Data Cabling, Flooring
35	Data Cabling
58	Data Cabling, Locksmithing
46	Locksmithing
56	Locksmithing
30	Carpentry/Joinery
27	Carpentry/Joinery
3	Carpentry/Joinery
17	Fencing

**8.4 Tender 07/2017 Trade Services Panel (Ref: C1762945; Author: Hansen/Taylor)
(Continued)**

41	Fencing
51	Painting
14	Painting
10	Painting
13	Painting
2	Steel Fabrication
39	Steel Fabrication
60	Steel Fabrication
28	Concreting
22	Sheet Metal Roofing
13	Glazing (Window Tinting only)
9	Glazing
16	Flooring
4	Flooring
57	Asbestos Removal
49	Line Marking, Sign Writing
47	Line Marking
1	Line Marking
34	Sign Writing
36	Pest Control
12	Pest Control

Background

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

On the 31st January 2017 Council issued an Open Tender Process for a Trade Services Panel. The Request for Tender (RFT) documents were published on Councils Tenderlink e-tendering web portal (www.tenderlink.com/qprc). Respondents were required to lodge their responses electronically (preferred method) via this portal or by submitting a hardcopy in the Tender Box located at either of the Council office locations.

In total 158 organisations downloaded the RFT documents from the Tenderlink portal.

**8.4 Tender 07/2017 Trade Services Panel (Ref: C1762945; Author: Hansen/Taylor)
(Continued)**

The purpose of the RFT was to establish a panel of pre-qualified, approved trade services contractors under the following categories:

- Electrical
- Plumbing
- Data Cabling
- Locksmith
- Carpentry
- Fencing
- Painting
- Bricklaying
- Steel Fabrication
- Concreting
- Roof Tiler
- Sheet Metal Roofing
- Glazing
- Tiling
- Flooring
- Asbestos Removal
- Outdoor Paving
- Line Marking
- Sign Writing
- Roller Shutters
- Pest Control

The successful tenderer(s) will report to the appropriate Service Manager to fulfil the requirements as described in this report.

An Information Session was held on the 18th January 2017 at 5:30PM at the Bi-Centennial Hall (256 Crawford Street, Queanbeyan) for the purpose of advising current and potential trade services providers of the pending tender. The purpose was to advise them of the changes to the current engagement of trade services practices by Council.

A Briefing Session was held on the 9th February 2017 at The Bi-Centennial Hall, 256 Crawford Street Queanbeyan.

Submissions were received from 62 respondents. The RFT opening process was conducted in accordance with Local Government (General) Regulations, 175, and QPRC documented procedures regarding the opening of the Physical and Electronic Tender Boxes.

**8.4 Tender 07/2017 Trade Services Panel (Ref: C1762945; Author: Hansen/Taylor)
(Continued)**

As per the Evaluation and Probity Plan, the RFT evaluation was based around compliance to:

- a) Schedule 1 - Tender Acknowledgement Form
- b) Schedule 2 – Statement of Compliance
- c) Schedule 3 – Statement of Conflict of Interest and Fair Dealings
- d) Schedule 4 – Work, Health and Safety Systems Policies and Management
- e) Schedule 5 – Quality Management Systems
- f) Schedule 6 – Environmental Management Systems
- g) Schedule 7 – Insurance
- h) Schedule 8 – Recent Relevant Referee's
- i) Schedule 9 – Industrial Relations Information
- j) Schedule 10 – Departures, Clarifications and Assumptions

All tenderers were assessed against the qualitative selection criteria and importance weightings. Specific criteria were weighted according to their importance as perceived and agreed by the Evaluation Panel.

- i) Demonstrated Capacity (including Key Personnel and Sub-Contractors) - 25%
- ii) Relevant Industry Experience – 25%.
- iii) Local Economic Benefit – 10%

Ratings for the evaluation were from 0 - 10 and represent the following descriptions:

Score	Definitive Answers	Value Judgement
0	Unsatisfactory	Fails to meet the requirement. Unimaginative/No apparent economic benefit.
2	Poor	Minimal Compliance. Moderately creative/benefits difficult to assess.
4	Satisfactory	Moderately satisfies the requirement. Worthwhile concept/may realise benefits.
6	Good	Partially satisfies the requirement. Creative/enduring benefits over time.
8	Very Good	Satisfies the majority of the requirement. Highly creative/enduring high benefits.
10	Excellent	Fully satisfies the requirement. Exceptional/immediate & enduring high benefits.

The pricing submitted by each tenderer was assessed together with the qualitative criteria. The selected response is that which, having regard to all the circumstances, appears to be the most advantageous to QPRC.

- i) Standard hourly rate - 30%
- ii) Percentage mark-up of materials – 10%.

**8.4 Tender 07/2017 Trade Services Panel (Ref: C1762945; Author: Hansen/Taylor)
(Continued)**

All responses to the RFT were evaluated based on relevance to the Selection Criteria, evaluation methodology and level of information required to be provided as part of the online requirement.

An initial compliance check was conducted by the Chair Evaluation Member between 22 February 2017 and 7 March 2017 to identify submissions that were non-conforming with the immediate requirements of the RFT. This included compliance with contractual requirements and provision of requested information. The Evaluation Panel elected not to consider two submissions any further due to their non-conformance. The remaining submissions were progressed through to the qualitative criteria assessment on the basis that all terms and conditions and mandatory requirements of the RFT had been met

Clarifications were sought from two organisations where issues were found.

The qualitative criteria assessment was carried out by the Evaluation Panel between 9 March 2017 and 23 March 2017, with the Evaluation Panel scoring the responses according to the evaluation matrix. All applicants were assessed against the qualitative selection criteria. Specific criteria were weighted according to their importance as perceived and agreed by the Evaluation Panel.

Implications***Legal***

It is intended that Council will engage each of the successful tenderers for a fixed term of 3 years with the options of extensions for two 1 year periods.

Policy

The Trade Services Panel Contract 07/2017 was issued in accordance with:

- Section 55 of the Local Government Act 1993.
- Part 7 of the Local Government (General) Regulation 2005.
- Former QCC Procurement Policy.
- Former Palerang Council Purchasing and Procurement Policy.
- QPRC Statement of Business Ethics.

Economic

As per the former Queanbeyan City Council Procurement Policy, each tenderer was requested to provide information on delivering Local Economic Benefit to the Council area. During evaluations the Local Economic Benefit criteria held a weighting of 10%.

Conclusion

The report for Tender 07/2017 Trade Services Panel recommends Council accept tenders from 38 respondents and engage them for a fixed term of 3 years with two 1 year options for extensions.

8.4 Tender 07/2017 Trade Services Panel (Ref: C1762945; Author: Hansen/Taylor)
(Continued)

Attachments

- Attachment 1 QPRC 07-2017 Trade Services Panel Recommendation Reportv4 (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 2 APPENDIX 1 - Tender Downloads (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 3 APPENDIX 2 - Tender Submissions (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 4 APPENDIX 3 - Information Session Attendees (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 5 APPENDIX 4 - Information Session Minutes (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 6 APPENDIX 5 - Arrow Facilities Management Evidence (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 7 APPENDIX 6 - Bungendore Landscape late tender (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 8 APPENDIX 7 - Pricing Submitted (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 9 APPENDIX 8 - Public Notice of Record of Tenders (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 10 APPENDIX 9 - Variance Feedback (*Under Separate Cover*) - **CONFIDENTIAL**

DETERMINATION REPORTS

8.5 South Bungendore Drainage (Ref: C1758655; Author: Hansen/Cunningham)

Summary

Council maintains a long standing drainage easement across a large portion of the Bungendore village south of King Street. For the most part, the easement consists of an open drainage system, some of which is supported by an open concrete invert base. While ever the land in this area has been undeveloped there has not been much of an issue with the drain in its historical form.

As development occurs however, there is now pressure for a more formal arrangement under the guise of piped infrastructure.

Council's 2016/17 operational plan has made provision for the funding of at least a portion of this solution, although recent developments in an adjacent area have presented an opportunity for Council to join others in a more complete long term solution.

This report seeks to enable a financial contribution to the complete solution, subject to the establishment of a formal agreement and satisfactory pricing.

Recommendation

That Council:

1. Endorse the proposal to investigate a joint stormwater trunk main project across lots 3 and 4 DP 976608,
 2. Investigate the development and execution of a deed of agreement between Council and the parties associated with the above lots where such an agreement can be reached in relation to the apportionment of costs and the provision of a suitable drainage easement;
 3. Subject to the execution of any deed developed and agreed to by the parties in 2 above, authorise the payment of a contribution toward the works to the limit of funds voted as part of the 2016/17 operational plan; and
 4. Opt not to proceed to formal tender for these works under the provision of section 55 (3)(i) of the Local Government Act 1993, with Council being of the opinion that the option currently before it represents extenuating circumstances and that it would be unlikely that more competitive tenders would be available under the alternate available option.
-

Background

Much of Bungendore south from King Street is not supported by any formal underground drainage system. Like the village more generally, this area is notoriously flat and more or less drains westward toward Halfway Creek, or north to Turallo Creek. Few established open drains exist, with the notable exception being a system stretching from Ellendon Street to the Kings Highway immediately to the south of Milleara Estate (see Figure 1 below).

**8.5 South Bungendore Drainage (Ref: C1758655; Author: Hansen/Cunningham)
(Continued)****Figure 1**

This system effectively drains an area of around 50 ha extending to the developing area near Majara Street and beyond to the hilly terrain near the Turallo reservoirs. On a 20 year ARI event the system could be expected to convey around $2.9 \text{ m}^3\text{s}^{-1}$ in the area of Ellendon Street; a significant flow for an open drain in an emerging residential area.

The situation is compounded somewhat with the location of a portion of this drain in the rear of a series of residential blocks within the recently constructed Milleara Estate (see Figure 2).

Figure 2

**8.5 South Bungendore Drainage (Ref: C1758655; Author: Hansen/Cunningham)
(Continued)**

Notwithstanding the fact that the drain is supported by a 7 metre wide easement in Council's favour, the conditions approving the Milleara development effectively allowed the building envelope to abut the edge of this easement, the outcome being what can be seen in Figure 2 above. On top of this, no condition on the developer requiring the drainage system to be piped was prescribed. Accordingly the local terrain conditions shown above persist today and effectively represent the backyards of these properties.

This matter has been the subject of some complaint in this area as residential development has progressed. Issues such as the effective sterilisation of land (as a result of the adverse terrain), deep high flows in times of heavy rain and even persistent nuisance flows in drier times have all been raised (see figures 3 and 4).

Figure 3**Figure 4**

**8.5 South Bungendore Drainage (Ref: C1758655; Author: Hansen/Cunningham)
(Continued)**

In accepting that a more permanent solution would be required, the former Palerang Council set about investigating concepts for a more formal drainage structure; the focus being the area of Milleara, particularly given the circumstances described above in what are already quite confined residential blocks. The area beyond and downstream from Milleara is the subject of a different development and therefore quite specific control requirements in respect of that pre-existing drain.

In the first instance, the most straightforward solution would be to construct an underground piped system within the Milleara easement. This proposition comes with its own challenges not the least of which involves intense civil works quite close to established residences. The other issue is how to cater for above design flows in an overland sense. These would still need to be contained within the easement and across the private yards of the affected Milleara residents, a situation almost certainly made more difficult by the filling of the current drain to accommodate the proposed underground conduit.

As part of the process of considering options for these issues an opportunity has arisen for an alternate arrangement. Immediately to the south of the Milleara development are two blocks that are currently the subject of some private development considerations. These considerations have not yet progressed to any formal application stage. The genesis of this new opportunity has arisen from an enquiry on the part of the proponent that seeks to unencumber the two subject blocks from that part of the drainage line shown in figure 1 that traverses the north eastern corners of lots 3 and 4 in deposited plan 976608. The proposal is understandable and, at its most basic level, would require the proponent to construct an appropriate underground stormwater structure something akin to what is shown in green in Figure 5 below.

Figure 5



**8.5 South Bungendore Drainage (Ref: C1758655; Author: Hansen/Cunningham)
(Continued)**

The alternative to this is something along the lines of what is shown in Figure 6 below.

Figure 6



Even at this very high level there are a number of apparent advantages with this proposal. Firstly it effectively eliminates some prominent changes in flow direction in some parts. The other major advantage is that it avails an opportunity to better cater for flows in excess of design. Conceptual drawings for the development (see attachment 1) shows the drainage alignment coinciding with a proposed road, a much more regular means of safely catering for storm flows in excess of design. Indeed the benefit of this arrangement goes further in that it potentially permits a lower cost capital solution given that the internal Milleara option would almost certainly require large span reinforced concrete box culverts rather than simply pipes.

The bottom line in all this is that an emerging opportunity now exists for Council to jointly participate in a trunk drainage solution for this area as part of a wider development proposal. Preliminary discussions with the current land owners have proved very positive with agreements likely in terms of both cost sharing and for the provision of additional formal easements in Council's favour. At this stage the latter is proposed at no cost to Council insofar as the land is concerned but with Council to potentially cater for costs associated with plan, legal and title fees if required. The former at this stage is proposed more simply on the basis of a lineal proportion which, given the circumstances, would appear to be as good as any system to adopt.

At this stage the proponents have designed a formal trunk drainage design at their cost and have sought a preliminary quotation from a contractor with which to further our discussions. The capital cost component attributable to Council under this scenario is only of the order of \$210,000 which is comfortably within the scope of the existing vote of \$250,000. This is particularly pleasing given that Council's most recent estimates for a single Milleara based solution as shaping to be well in excess of this amount.

**8.5 South Bungendore Drainage (Ref: C1758655; Author: Hansen/Cunningham)
(Continued)**

In the event that a mutually satisfactory joint arrangement could be negotiated between the parties, it is likely that some pressure would then be brought to bear on improving the easement drain within Milleara. The best solution would be for the installation of a low flow inter-allotment piped drain. No consideration has been made for this in any future budget, although the immediate benefit of eliminated storm flows and greatly reduced nuisance flows would no doubt be gratefully received by the affected residents.

The purpose of this report is to enable the necessary negotiations to be undertaken with a view to the development of a deed and ultimately the payment of Council's financial contribution.

Implications

Legal

Nothing in this proposal should be taken to prejudice any future development application in relation to these properties. The logic of the proposal is based on the owners' need to unencumber their lots from the existing open drainage network. Any future development application will need to be considered on its merits through the usual processes.

The only other matter requiring resolution will be the formalities around the tendering provisions of section 55 of the Local Government Act 1993 and, moreover, the exercise of its exemptions toward the need to tender expenditures greater than \$150,000. Section 55 (3)(i) provides an exemption from the need to formally tender 'because of extenuating circumstances'. The proposal described above represents extenuating circumstances in that it offers a superior outcome to Council to make a financial contribution towards proposed private works that will ultimately become its own asset. The resolution has been couched in these terms.

Asset

The proposed drainage structure, on completion, will become the sole asset of Council. An easement will be provided over the asset in Council's favour to facilitate its operational obligations into the future.

Financial

A vote of \$250,000 has been provided from loans in the adopted 2016/17 operational plan. Arrangements will be made to revote this in the event that negotiations are delayed or otherwise fail.

Program Code	Expense Type	Funding source	Amount
PJ4422	Capital	Loan	\$ 250,000

**8.5 South Bungendore Drainage (Ref: C1758655; Author: Hansen/Cunningham)
(Continued)**

Conclusion

An issue exists with the coincidence of an open drain and the residential area of the Milleara Estate. Council recognised the need to establish a formal solution and voted \$250,000 from loans for this purpose as part of the 2016/17 Operational Plan. The potential exists for synergies through an alternate piped solution on adjacent land as part of a future development proposal. Whereas these synergies may be supported by a formal agreement between the parties, it is likely that Council will realise an economically superior outcome.

Attachments

Attachment 1 Concept Drainage and Road Alignment 115-117 Ellendon Street, Bungendore
(*Under Separate Cover*) - **CONFIDENTIAL**

DETERMINATION REPORTS

**8.6 Request to Close Road and Purchase Road Reserve – Bywong (Ref: C1759282;
Author: Gibson/Warne)**

Summary

A request has been received for the closure of a section of unused road off Mac's Reef Road, Bywong for sale to the adjoining owner.

No reason can be seen as to why this proposal should not be supported and it is recommended that this process be commenced.

Recommendation

- 1. That Council support in principle the proposal for the closure and sale of the land that forms part of the road reserve that dissects Lot 2 DP839812, 300 Mac's Reef Road, Bywong and commence procedures for the closure of the road.**
 - 2. That the affected property owner be responsible for all Council costs associated with the road closure and any Department fees and charges levied.**
-

Background

A request has been received from the owner of 300 Mac's Reef Road, Bywong for the Council to close the unused road reserve through their property and arrange for the sale of the closed road to the property owner.

The property is shown hereunder:



The unused road dissects the current allotment and is a Council road.

This section of road reserve is not used and it is not intended that Mac's Reef road would be diverted along this alignment at a future time. There is no staff opposition to the proposed closure and sale of the unused road reserve.

8.6 Request to Close Road and Purchase Road Reserve – Bywong (Ref: C1759282; Author: Gibson/Warne) (Continued)

Inquiries have been made to the other property owner where the unused road is located, but there has not been any response.

Implications

Legal

There is a Crown land procedure that must be followed for the closure of a road and sale to the adjoining owner. In general there are some costs (\$1,000 to \$1,500) involved in a closure in addition to the purchase of the land. The approval decision is made by the Minister.

The procedure requires the Council to:

- Carry out a full status check of the road to confirm dedication as a council public road and its public use and construction, required to verify its status as vesting in Council on closing.
- Advertise an intention to close the council public road in a local paper circulating in the same area as the intended closing.
- Send notifications of the proposal to all affected parties and authorities - should be sent at the time of placing advertising (or prior) noting the 28 day submission period.
- Consider all submissions received and take action to resolve any objections – where there is concern as to the validity of any objections advice can be sought from the DPI – Lands Business Centre.

Once all submissions/objections have been resolved or Council forms the opinion that no further progress can be made, Council prepare a report with a summary and assessment of the submissions/objections, with a recommendation and options for lodgement with the Department.

Engagement

Based upon advice to date the applicant property owner is the only affected party. As part of the formal process, the proposal is to be advertised and nearby property owners contacted to seek their views. These comments will be considered prior to finalisation of the closure.

Financial

Please note that the applicant is expected to reimburse the Council for any costs associated with the closure.

Program Code	Expense Type	Funding source	Amount
		General Fund	\$ 1-2K

**8.6 Request to Close Road and Purchase Road Reserve – Bywong (Ref: C1759282;
Author: Gibson/Warne) (Continued)**

Conclusion

The proposed road closure is supported in principle and Council approval is now required to commence the formal road closure process.

Attachments

Nil

DETERMINATION REPORTS

8.7 Realignment of Road Corridor - Mulloon Road, Mulloon (Ref: C1766321; Author: Gibson/Warne)

Summary

An anomaly exists whereby the existing constructed Mulloon Road is not located in the designated road reserve and transverses Lot 28 DP 754878. It has been requested that this anomaly be corrected.

This report recommends a way forward to resolve the issues.

Recommendation

- 1. That the Officers report be received and noted.**
 - 2. That the Council commence procedures to prepare a plan of subdivision for road purposes to place a 20m wide road reserve over the current alignment of Mulloon road.**
 - 3. That the property owner be responsible for all costs associated with any road closure of the existing road reserve and the cost of fencing the newly created road.**
 - 4. That Council cover the cost of the preparation and registration of the plan of subdivision for road purposes.**
-

Background

An approach has been received from a property owner to realign Mulloon road and do a land swap for the existing road reserve. The existing road actually transverses Lot 28 DP 754878 but has been positioned on the most practical alignment, but only partially uses the existing road reserve. The under-listed diagram show the existing situation. The road reserve is shown in grey and the existing alignment can be seen crossing the allotment.

8.7 Realignment of Road Corridor - Mulloon Road, Mulloon (Ref: C1766321; Author: Gibson/Warne) (Continued)



The history as to why the road is not on the correct alignment is not known and it would be appropriate to correct this anomaly. The property owner is anxious to sort out the road alignment issues in order that there are no issues if the property is sold in the future.

In order to correct the alignment issues, a survey to create the new road reserve over the current road will need to be undertaken

It is understood that the road reserve is fenced into the existing property. There will need to be some negotiation with the land owner as there are existing cattle grids and it should be a requirement that the road reserve be fenced on both sides and the cattle grids removed. It is not unreasonable to expect that this would be at the land owner's expense.

It should also be noted that Council does not have the capacity to offer to swap the land contained within the existing public road reserve for the land required by the new road reserve as ownership of unconstructed public road reserves remains with the Crown and Council would need to purchase the unused road reserve from the Crown before it could offer it to the adjoining land owner as compensation for the land required by the new road reserve.

Implications***Legal***

The road creation will need to be completed in accordance with procedures in the *Local Government Act 1993* and the *Roads Act 1993* and a survey being a subdivision for road purposes will need to be prepared and registered with LPI. I expect that it will take approx. 12 months to complete all formalities.

8.7 Realignment of Road Corridor - Mulloon Road, Mulloon (Ref: C1766321; Author: Gibson/Warne) (Continued)

Environmental

A DA will be required for the plan of subdivision for road purposes. There have been similar instances in the former Palerang area.

Financial

It is not unreasonable to expect the property owner to meet the costs for the road closure and transfer to their ownership if this is their desire. In addition, the fencing of the road reserve should be the owner's responsibility. The Council would meet the costs of survey and legal and registration costs. These costs can be covered from the legal budget.

Program Code	Expense Type	Funding source	Amount
		General Fund	\$ 3,000 - 4,000

Conclusion

The actions proposed will correct a current anomaly and sort out a road issue that is currently causing concern.

Attachments

Nil

DETERMINATION REPORTS

8.8 Land Classifications - Lots 460, 461 and 462 DP 1226692 (Numbers 38, 6 and 13 Montgomery Avenue) Googong (Ref: C1759571; Author: Gibson/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 Lots 460, 461 and 462 DP 1226692 (38, 6 and 13 Montgomery Avenue, Googong) as community land.

Recommendation

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. Lots 460, 461 & 462 DP 1226692 (respectively 38, 6 and 13 Montgomery Avenue, Googong).**
-

Background

On 16 March 2017 ownership of Lots 460, 461 and 462 DP 1226692 (being respectively 38, 6 and 13 Montgomery Avenue, Googong) were transferred to the Council. Lot 460 will be a playground and Lots 461 and 462 are both drainage reserves. Refer diagram on Page 2.

The three properties have been dedicated to the Council under the Googong Voluntary Planning Agreement.

Council can classify the land as either “operational land” or “community land”. The properties are 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 that Council resolve to classify both properties as “community land”.

8.8 Land Classifications - Lots 460, 461 and 462 DP 1226692 (Numbers 38, 6 and 13 Montgomery Avenue) Googong (Ref: C1759571; Author: Gibson/Warne) (Continued)



Attachments

Nil

DETERMINATION REPORTS

8.9 Planning Proposal to Amend QLEP 2012 in Respect of Several Housekeeping Amendments Relating to Heritage, Flooding and Additional Permitted Uses (Ref: C1763417; Author: Thompson/Jansen)

Summary

The purpose of the report is to undertake a number of housekeeping amendments to update the *Queanbeyan Local Environmental Plan 2012* (QLEP 2012) through a planning proposal.

Recommendation

That Council submit the subject planning proposal to the Department of Environment and Planning to implement the proposed draft amendments to QLEP 2012.

Background

The *Queanbeyan Local Environmental Plan 2012* (QLEP 2012) was gazetted in November 2012. In order to ensure the plan remains current and accurate, it is necessary to undertake a number of housekeeping amendments to the plan. These include:

1. Updates to a number of incorrect property descriptions contained within Schedule One of the QLEP 2012.

Amending the Flood Planning Maps contained within QLEP 2012 to include the 1:100 year flood level plus a 0.5m freeboard to the Flood Planning Area. The flood planning maps will be updated to reflect the relevant clause in the QLEP 2012. Whilst the clause makes it clear that the flood planning area includes the 1:100 flood liable land plus 0.5m freeboard, the map does not currently reflect this.

2. Updating a local heritage item in Schedule Five Environmental Heritage to amend the reference to Item I84, 1 to 5 Hirst Avenue which was incorrectly listed when QLEP 2012 was gazetted. The property description will be updated, so it refers to the correct land, which is 1 and 5 Hirst Avenue. The relevant Heritage Map will also be updated to reflect these changes.
3. Include a new local heritage item in Schedule Five Environmental Heritage (Shepherds Ruin 1736 Old Cooma Road) and amend the Heritage Map accordingly. This item has been assessed by Council's Heritage Advisor and is recommended to be included in QLEP 2012.
4. In addition, it is proposed to add evaporative cooling units in Schedule 2 which lists exempt developments.

8.9 Planning Proposal to Amend QLEP 2012 in Respect of Several Housekeeping Amendments Relating to Heritage, Flooding and Additional Permitted Uses (Ref: C1763417; Author: Thompson/Jansen) (Continued)

Implications

Legal

The draft planning proposal has been prepared in accordance with the *Environment Planning and Assessment Act 1979*.

Policy

The draft planning proposal is consistent with relevant Council policies.

Environmental

Any environmental implications are considered to be minimal.

Strategic

The draft planning proposal will correct a number of anomalies and make sure that any existing ambiguities are removed from the QLEP 2012.

Engagement

Consultation with agencies and the public will be undertaken as part of the Gateway process once the planning proposal is approved for Gateway by the Department of Environment and Planning.

Financial

The costs associated with this planning proposal will be covered from the relevant project budget.

Conclusion

The draft planning proposal will address a number of anomalies and ambiguities and updates existing schedules of the QLEP 2012 and is part of a regular review of this local environmental plan. Is it therefore recommended that a draft planning proposal which covers the areas outlined above be supported and that all necessary actions be undertaken to progress it.

Attachments

Nil

DETERMINATION REPORTS

8.10 Adoption of the Updated Sustainability Design of Council Buildings Policy (Ref: C1763447; Author: Thompson/Bonet)**Summary**

Originally adopted in July 2013 the Sustainable Design for Council Buildings Policy expired in June 2016. The policy has been updated for re-adoption by Council. This policy sets standards to ensure that all council building and infrastructure works support Council's sustainability goals.

Updates made to the policy are editorial only and aim at improving reader understanding and functionality of the templates. No changes have been made to the content of the policy.

Recommendation

That Council adopt the updated Sustainable Design for Council Buildings Policy.

Background

Originally adopted in July 2013 (resolution number 0144/13), the Sustainable Design for Council Buildings Policy expired in June 2016. The policy applies to all new building and other infrastructure construction, refurbishment and upgrades. In accordance with the policy Council recently achieved an 'Excellent' certification to the Infrastructure Sustainability rating tool for the Queen Elizabeth II Park and Collett Street redevelopment. Projects currently in early planning and design stages, including the Queanbeyan Sewerage Treatment Plant, the Queanbeyan Indoor Sports Centre extension and the QPRC Headquarters, will also be aiming to meet the policy and achieve third party sustainability certification.

Summary of Specific Requirements for Building Types

	<i>Council Building Examples</i>	<i>Sustainable Design Target</i>	<i>Process and Review</i>
<i>Minor Works and refurbishments <\$300,000</i>	Toilets and Small Pavilions Kiosks / Ticket Boxes Depot buildings & Larger Sheds Stores / Sheds	<i>Template C - Council ESD Toolkit (Buildings) completed (all minimum and some additional requirements met)</i>	Internal Review
<i>Major Works \$300,000 to \$2,000,000</i>	Pavilions Childcare and maternal and child health centres Aged Care centres Neighbourhood Houses Community centres/halls	<i>Template C - Council ESD Toolkit (Buildings) completed (all minimum and most additional requirements met), SDS "Excellent" or External Certification*</i>	Internal Review including ESD Officer / External ESD Consultant input

8.10 Adoption of the updated Sustainability Design of Council Buildings Policy (Ref: C1763447; Author: Thompson/Bonet) (Continued)

<p><i>Showcase Projects</i> >=\$2,000,000</p>	<p>Libraries Aquatic Recreation centres Sports Stadiums Offices /Town halls Larger Community Centres</p>	<p><i>5 Star Green Star or equivalent external Best Practice Certification*</i></p>	<p>Internal Review including ESD Officer / External ESD Consultant input</p>
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*Acceptable External Certification programs include, but are not limited to, Green Star - Public Buildings tool, Living Building Challenge, NABERS and One Planet Communities. Certification is to be of the as built product. See the Queanbeyan Sustainable Design Strategy for more information.

Implications

Policy

Sustainable Design for Council Buildings Policy including templates, as attached.

Environmental

The Sustainable Design for Council Buildings Policy aims to achieve sustainability gains for Council, including environmental. For example reduce energy and water consumption and associated environmental impacts as well as reduce waste generation.

Sustainability

The Sustainable Design for Council Buildings Policy is set to drive sustainability improvement of Council infrastructure including several major projects currently in planning or early design stage. Application of the policy will see these projects achieve best practice sustainability performance.

The policy aims to:

- Reduce energy consumption, water use and waste generation;
- Reduce on-going operating and maintenance costs;
- Demonstrate community leadership in implementing renewable energy and passive solar design;
- Use alternative water sources and improving stormwater quality;
- Improve building occupant's health and comfort;
- Continue Council growth and development with reduced environmental footprint; and
- Increase staff and community awareness of sustainability.

Social / Cultural

The Sustainable Design for Council Buildings Policy aims to achieve sustainability gains for Council, including social. For example, increase awareness of sustainability in the community and demonstrating leadership in adoption of best practice social sustainability by achieving third party certification for projects.

8.10 Adoption of the updated Sustainability Design of Council Buildings Policy (Ref: C1763447; Author: Thompson/Bonet) (Continued)

Economic

The Sustainable Design for Council Buildings Policy aims to achieve sustainability gains for Council, including economic gains. This primarily includes reduction of whole-of-life operating costs of Council's buildings and infrastructure.

Engagement

The original Sustainability Design for Council Buildings Policy (2013) was developed by engagement of the Smarter Action Squad, Sustainability Working Group, key Council staff involved in building design and management and Sustainability and the Environmental Advisory Committee. Re-adoption of the policy was recommended by the Smarter Action Squad.

Financial

The Sustainable Design for Council Buildings Policy requires 10% of project budget to be allocated to sustainability measures. This budget is leveraged by whole-of-life cost gains, primarily as a result of lower energy and water use, reduced generation of waste and productivity gains. With regards to productivity gains, independent studies show workers in sustainable buildings are likely to be more productive and seek less sick leave. This is primarily a result of healthier indoor environments including better indoor air quality and pride in the workplace.

Resources (including staff)

Staff resources have already been allocated to overseeing management of projects in accordance with the policy, primarily the Infrastructure Sustainability Officer.

Conclusion

The Sustainable Design of Council Buildings Policy is set to drive sustainability improvement to Council infrastructure, continued adoption of the policy will ensure these improvements are made and long term environmental, economic and social benefits are achieved.

Attachments

- | | |
|--------------|---|
| Attachment 1 | Draft Sustainable Design Policy for Council Buildings (<i>Under Separate Cover</i>) |
| Attachment 2 | Template A - Project Sustainability Design Assessment Checklist - Sustainability for Council Buildings Policy (<i>Under Separate Cover</i>) |
| Attachment 3 | Template B - Sustainable Design Policy for Council Building - SDA Checklist – Buildings (<i>Under Separate Cover</i>) |
| Attachment 4 | Template C - Sustainable Design Policy for Council Building - SDA Checklist – Infrastructure (<i>Under Separate Cover</i>) |
| Attachment 5 | Template D - Lifecycle Cost Calculator (<i>Under Separate Cover</i>) |

DETERMINATION REPORTS

8.11 Queanbeyan CBD Transformation Strategy (Ref: C1771733; Author: Spyve/Darcy)

Summary

The draft Queanbeyan CBD Transformation Strategy was considered by Council at the 25 January 2017 meeting where it resolved to seek community feedback for 28 days and be utilised for masterplan engagements. This report provides a summary of feedback received and some suggested minor amendments.

Recommendation**That Council:**

- 1. Note the feedback received during the public exhibition period and the changes made to the draft Queanbeyan CBD Transformation Strategy.**
 - 2. Adopt the draft Queanbeyan CBD Transformation Strategy.**
-

Background

The draft Queanbeyan CBD Transformation Strategy was placed on public exhibition for 28 days for public feedback using Engagement HQ online consultation tool and placing hardcopies in Council customer service desks and Libraries.

The community had two options for submitting online feedback. Firstly to list their own ideas on how to transform the Queanbeyan CBD. Five responses were received using this method. And secondly to answer a survey using questions based on the categories of the draft CBD Transformation Strategy where six responses were received.

Recommended Changes:

All of the feedback received was positive in its support for Queanbeyan CBD Transformation. All of the feedback received proposed activities that were either complementary to current Council activities or replicated activity currently underway or part of a strategic plan identified to be developed in the future. See Attachment for a summary of feedback.

From the feedback summary, there are two recommended changes:

- Insert reference to Queanbeyan's history as a strength of the CBD
- Insert the Pedestrian Access Mobility Plan as a Transformation Enabler. The Pedestrian Access Mobility Plan is scheduled for completion in late 2017

A small change will also be made to the Strategic Pillars and Success Factors diagram on p16 that has an editing error.

**8.11 Queanbeyan CBD Transformation Strategy (Ref: C1771733; Author: Spyve/Darcy)
(Continued)**

Implications***Social / Cultural***

Transformation of the Queanbeyan CBD will provide an enhanced identity for the town centre providing greater social and cultural opportunities for the community. A vibrant town centre will provide increased cultural activity and events and pedestrians will be inclined to stay longer improving social networking and reason to stay.

Economic

The Queanbeyan CBD Transformation Strategy provides a guide to develop place-based focused economic development strategies, reflecting the CBD's unique circumstances and contributing to the development of a viable base of businesses located in the CBD.

Strategic

The Queanbeyan CBD Transformation Strategy will provide a framework from which to reference any review of relevant strategic planning instruments such as the Development Control Plan review in 2017/18 or the CBD Masterplan Renewal in 2017/18 in order to achieve transformation.

The Strategy proposes the following 8 key ambitions, supported by several success factors

1. An economically thriving commercial centre as the focal point of the region
2. A business district containing a diversified retail mix and shopping offer
3. An enabling entrepreneurial ecosystem
4. More people visiting, living and working in the CBD
5. A connected CBD facilitating pedestrian access to different precincts
6. A vibrant cultural and entertainment presence
7. An activated riverfront and connected green space
8. A highly valued public realm

Engagement

The Queanbeyan CBD Transformation Strategy underwent 28 days of public exhibition. Many of the Plans contained within the CBD Transformation Strategy will also involve further community consultation as they are developed.

**8.11 Queanbeyan CBD Transformation Strategy (Ref: C1771733; Author: Spyve/Darcy)
(Continued)**

Integrated Plan

The Transformation Strategy and subsequent plans meets the key directions of the former QCC Community Strategic Plan:

- 1.1 Raise the local profile
- 1.3 Promote QBN as a destination
- 1.4 Enhance the CBD
- 1.7 Create a place where people choose to live
- 2.1 Progress towards local economic development initiatives
- 2.4 Revitalisation of CBD
- 3.1 Recognise and conserve QBN heritage
- 3.2 Create recreation and lifestyle opportunities
- 3.3 Create a pedestrian and cycleway network

The Queanbeyan CBD Transformation Strategy will directly help the Business and Innovation Service Area develop and support business generation initiatives, CBD place management, tourism programs and events to build economic and employment capability and capacity in Queanbeyan

Conclusion

The Queanbeyan CBD Transformation Strategy outlines ambitions to reframe Queanbeyan into an attractive and activated regional centre. Public feedback on the Strategy has been supportive of transformation in Queanbeyan CBD following public exhibition of the CBD Transformation Strategy.

A summary of public feedback is attached

Attachments

Attachment 1 CBD Transformation Strategy - Community Feedback Summary (*Under Separate Cover*)

DETERMINATION REPORTS

8.12 Disability Inclusion Action Plan (Ref: C1770609; Author: Fulton/Manser)

Summary

A Disability Inclusion Action Plan that complies with the NSW government's guidelines and requirements has been prepared for adoption by Council. This document was placed on public exhibition for 28 days. The final version of the QPRC Disability Inclusion Action Plan is now presented to Council for adoption. Once adopted, it will be forwarded to the Disability Trust of NSW for their endorsement.

Recommendation**That Council:**

- 1. adopt the Disability Inclusion Action Plan,**
 - 2. forward the Plan to the Disability Council of NSW for their endorsement.**
-

Background

In 2014 the NSW Government enacted the *Disability Inclusion Act 2014*. One component of this Act is a requirement for all NSW state and local government authorities to prepare a Disability Inclusion Action Plan to outline the practical, operational and strategic actions that the Council will take to promote access to services, information and employment, and promote the rights of people with disability.

The Disability Inclusion Action Plan (DIAP) must be submitted to the Disability Council NSW for endorsement. The NSW Government mandated that Councils must have an endorsed DIAP in place by July 2017 and that it must be incorporated into the Integrated Planning and Reporting process. The implementation of the Plan must be reported on as part of Council's Annual Report.

At the Council meeting in March 2017, council resolved to place the QPRC Draft Disability Inclusion Action Plan on public exhibition for 28 days from 29 March to 26 April 2017. A total of seven submissions were received that have informed the revision of the original draft. A summary of the submissions received is attached.

A variety of responses were made in the submissions received, including:

- Some changes to the terminology used within the Plan have been made in response to submissions during the Public Consultation phase,
- Some submissions have not resulted in amendments to the DIAP, but will inform how the Plan will be implemented,
- Some submissions were referred to the Community Connections area for their action, and
- Some new action items were included in the DIAP.

Many of the submissions related to specific infrastructure issues that are relevant to the Pedestrian Access and Mobility Plan (PAMP) that is currently being reviewed by Council and have been forwarded for consideration in the development of the new PAMP.

The new actions that have been included are all within Focus Area 2 – Creating a Liveable Community and are summarised below.

FOCUS AREA 2: CREATING A LIVEABLE COMMUNITY						
Strategy	Action	Outcome	CSP Theme	Project leader	Resourcing	KPI's
Establish an Access Committee .	Establish an Access Committee with broad representation to work with Council to identify and address access issues for people with diverse range of disabilities.	Identifies areas of priority for improvements to access and mobility within the Local Government Area.	4.1 1.9 5.3	Manager Community and Education Manager Community Connections - Transport Manager Community Connections – Asset & Facilities	2017/18 Annual Operating Plan.	KPI: Committee established and meeting regularly.
Explore options for introduction of a Clear Pathways policy.	Review examples of effective clear pathways policies and explore their validity in the various townships and localities with the LGA.	Support ease of movement by people with vision impairment around public footpaths, laneways and public spaces.	3.2 4.1 5.3	Manager Community and Education Manager Community Connections - Transport	2017/18 Annual Operating Plan.	Review conducted and agreed approach within LGA implemented.
Review the use of no parking and drop off zones outside key community facilities and public places.	Review no parking and drop off zones outside key community facilities and public places to ensure that individuals who need assistance to enter a premises are able to receive assistance without the driver incurring an infringement notice.	Improve access to key services and facilities within the LGA.		Manager Community Connections - Transport Manager Community Connections – Asset & Facilities Road Safety Officer	2017/18 Annual Operating Plan.	KPI: Reviews conducted .

Implications

Legal

Preparation and adoption of a Disability Inclusion Action Plan by July 2017 is a mandated requirement for council under the NSW *Disability Inclusion Act 2014* and the *Disability Inclusion Regulation 2014*.

Once Council has adopted the DIAP, it must be forwarded to the Disability Council of NSW for their endorsement.

Social / Cultural

The social outcomes of the implementation of the DIAP include the benefits of an inclusive community for all residents of and visitors to the Queanbeyan-Palerang Region. Universal design principles applied to public spaces, parks and community purpose buildings benefit people with disabilities and others living in our community, such as children, parents with prams and seniors.

The DIAP strategies support the UN Convention on the Rights of People with a Disability and the Disability Inclusion Act 2014 disability principles regarding equal access to goods, services and participation in community life.

The social model of disability, outlined in the United Nations Convention on the Rights of Persons with Disabilities (UNCRPD), states people with disability are not disabled by their impairment but by the barriers in the community that prevent them gaining equal access to information, services, transport, housing, education, training, employment, and social opportunities.

Analysis indicates that there are significant economic reasons for increasing the inclusiveness of our society. There are financial gains for both individuals and for the economy by moving people into productive and fulfilling employment and by reducing modification costs through inclusive planning and the application of universal design principles.

Engagement

Extensive community consultation was undertaken to inform the development of the Disability Inclusion Action Plan. This included consultations with individuals with disability, carers, community groups and service providers in all townships and rural residential areas across the LGA. Detailed reports of each consultation have been prepared and are available on request.

Additional consultation was undertaken on the Draft DIAP, and this has resulted in minor amendments to the Plan.

Financial

Delivery of some aspects of the DIAP may incur a cost in the future. The plan has been prepared with a view to build on existing services, include disability access in standard planning and service delivery processes rather than expansion of service or infrastructure. For example, the need to meet accessibility criteria was included in the specifications for the new website, and inclusion of accessible equipment was included in planning for the Queen Elizabeth II park from the beginning.

8.12 Disability Inclusion Action Plan (Ref: C1770609; Author: Fulton/Manser) (Continued)

Delivery of the actions in the DIAP should be able to be done within existing operational budgets. Any specific actions with new costs will be included in future budget development.

Integrated Plan

Action items from the DIAP need to be included in QPRC's Integrated Planning and Reporting process. Council needs to report against the specific action items contained in the DIAP in its Annual Report, demonstrating how delivery of actions outlined in the QPRC DIAP feed back into the NSW Disability Inclusion Plan.

Conclusion

A Disability Inclusion Action Plan that complies with the NSW government's guidelines and requirements has been prepared for adoption by Council. This document was placed on public exhibition for 28 days for community input prior to its finalisation and adoption by Council. Seven submissions were received, and the final version presented to Council includes some minor revisions and three additional action items. Once the Disability Inclusion Action Plan has been adopted by Council, it will be forwarded to the Disability Trust of NSW for their endorsement.

Attachments

- Attachment 1 Summary of submissions received from Public Exhibition period (*Under Separate Cover*)
- Attachment 2 Disability Inclusion Action Plan - Final for Adoption (*Under Separate Cover*)

DETERMINATION REPORTS

8.13 Hot Rod Event 2018 (Ref: C1756579; Author: Hansen/Geyer)

Summary

At its ordinary meeting, 22 June 2016, Council considered a report on a Proposed Hot Rod Show to be held at Queanbeyan Showgrounds over Easter 2018. The Administrator resolved, (resolution 68/16), to endorse the Canberra Hot Rod Association (CHRA) event and staff continue to work with organisers to facilitate the event in 2018. The organisers have formed a committee and are well underway with the planning of the event.

Recommendation**That Council:**

- 1. Confirm its endorsement of the 2018 Hot Rod Event in Queanbeyan.**
 - 2. Consider the CHRA request for assistance as a submission to the 2017-2018 Draft Operational Plan.**
-

Background

The 2018 Easter Rod Run, is an ACT State event and aims to capture hot rod owners and enthusiasts not wishing to attend, or returning from, the National Run in South Australia the week prior. The event has the approval of the Australian Street Rod Federation, the overarching governance body covering the Hot Rod movement throughout Australia. CHRA is a Canberra region base club with a number of members within the Queanbeyan Palerang area and hosts the annual January CRAKK Run Show and Shine in Queanbeyan Park. Club demographic are middle aged to mature members with a strong family focus.

It is proposed the 4 day event will run from Friday 30 March to Monday 2 April 2018. Activities over these four days include Show and Shine, Street Parade or Cruise, entertainment and possible day runs out to nearby sights and villages. It is expected 300-400 vehicles and associated visitors will take part in the event. Other activities being investigated include trade displays and possible markets

Organisers have requested Council consider waiving Showground hire and camping fees, assist with traffic management for the Street Parade and Cruise, assistance with street sails and banner and assist with waste management.

Implications***Legal***

The event is in keeping with the dedication and purpose of the Showground reserve. Traffic Management will require a Plan and approval through the Local Traffic Committee.

8.13 Hot Rod Event 2018 (Ref: C1756579; Author: Hansen/Geyer) (Continued)

Social / Cultural

The event is targeting a broad demographic with an emphasis on family. The shows, parade and entertainment will add positively to the energy and atmosphere of the Queanbeyan CBD over a period of relative quietness in the city.

Economic

The CHRA Hot Rod Run is a State event and is expected to attract a number of visitors to town over the 2018 Easter weekend. Economic modelling indicates the event will contribute in excess of \$650,000 directly to the local economy and significant additional value add and flow on value, see attached.

Engagement

The organisers are currently out talking to community groups about becoming part of the event or providing services such as catering or gate attendance. Council staff will assist by providing points of contact with CBD businesses, motels and restaurants to service or leverage off the event. Further engagement will also occur around traffic management and the Street Parade.

Financial

While the event will largely be self-funded by the club, assistance has been requested to waive hire fees for the Showground and banner poles, assistance with waste and traffic management and possible provision of banners and sails for throughout the CBD. Based on current hire fees for the show ground, being \$473.00 per day, waste management estimated at \$2000.00 banner and sail hire is \$850.00 and estimated traffic management for the cruise and parade is \$6500.00. At the time this report was being prepared the draft budget was completed and is now on public exhibition.

Resources (including staff)

Staff are assisting the organisers with advice on the various approvals steps to host this event.

Conclusion

The Easter 2018 Hot Rod event has the potential to add interest into the CBD, during a relatively quiet period and a boost to the local economy. CHRA has a good reputation in the region and a sound history of organising local runs. The success of the 2018 run, may lead to future events, further contributing to the economy. Making a one off contribution to cover some fees and charges should be considered along with other budget submissions.

Attachments

Attachment 1 Hot Rod Event, Economic Modelling (*Under Separate Cover*)

DETERMINATION REPORTS

**8.14 Proposed change to the Environmental Expo and Schools Expo (Ref: C1770749;
Author: Thompson/Abbott)**

Summary

The annual Queanbeyan River Festival is to be relocated this year to the new QEII Park with night time festival activities. With the focus of the Festival changing it is appropriate to review arrangements for the Environmental Expo which is generally held in conjunction with the event. This also impacts on the Schools Expo program. This report proposes an alternative Expo program.

Recommendation

- 1. That Council purchase a marquee and the Environmental Expo be presented as part of the following shows:**
 - **Queanbeyan Show - 11/12 November 2017**
 - **Bungendore Show – 28 January 2018**
 - **Braidwood Show – 3 March 2018**

 - 2. That the Environmental Schools program be offered as an expanded ‘in school’ opportunity with a selection of possible programs to choose from.**
-

Background

The Environmental Expo and Schools Environmental Expo have been run for the past 8 years from 2009 to 2016. Initially the expos were held biannually from 2009 to 2013 however, the frequency was then changed to an annual event by Council resolution in 2013. Furthermore the past two events have been run in conjunction with the Queanbeyan River Festival which has traditionally been held annually in late October.

Last year's Expos were a significant success with the Schools Environmental Expo attracting over 600 students from 7 local primary schools including Braidwood and Bungendore. Numbers had to be capped due to time restraints of a one day event. The Environmental Expo attracted over 5000 residents in conjunction with the River Festival.

With the focus of the Festival changing from an environmental to community event it is recommended that the Expo now be held in conjunction with another event. It is therefore proposed to take the Environmental Expo to the following events throughout the LGA:

- Queanbeyan Show - 11/12 November
- Bungendore Show – 28 January
- Braidwood Show – 3 March

In terms of the Environmental Schools Expo which is usually held on the Friday before the Environmental Expo, new arrangements also need to be made. There are a couple of other programs which are held in school and it is proposed that Council expand its in-school program to include more environmental in house opportunities for schools rather than bringing them to one central event and restricting numbers.

**8.14 Proposed Change to the Environmental Expo and Schools Expo (Ref: C1770749;
Author: Thompson/Abbott) (Continued)**

Both the Environmental Expo and School Environmental Expo have in the past incorporated a number of environmental and sustainability topics, some of these included;

- Recycling and composting
- Sustainable fishing
- Sustainable transport
- Energy efficiency
- Solar hot water and energy systems
- Weeds and environmental management
- Wildcare and animal welfare
- Sustainable gardening
- Love Food Hate Waste
- Keeping poultry

Implications***Environmental***

Environmental Expo will provide a number of positive environmental outcomes by providing community members with a number of interesting environmental activities and workshops for families and individuals, for example:

- Snake awareness
- Bee keeping
- Animal welfare
- Energy Efficiency
- Recycling and composting
- Weed identification and management
- Drone technology
- Responsible dog ownership

It is anticipated that the Environmental Expo will provide community members with opportunities to develop a greater understanding and awareness of environmental issues which will assist them in making informed and responsible environmental decisions.

The Environmental Schools Program will also allow local school students to become actively engaged in real world environmental issues. Students will be able to transfer the knowledge learned during these programs and take positive environmental actions in their own schools, homes and communities.

Sustainability

Sustainability Education has been recognised internationally as fundamentally important in addressing the critical environmental challenges we face. Hence the Environmental Expo will provide community members with a holistic and achievable approach to sustainability with exhibitors showcasing the latest sustainability products, sustainability workshops and activities e.g. composting workshops and energy efficiency activities. It is anticipated that the Expo will equip residents with the knowledge, skills and understanding necessary to make decisions based upon their full environmental, social and economic implications.

**8.14 Proposed Change to the Environmental Expo and Schools Expo (Ref: C1770749;
Author: Thompson/Abbott) (Continued)**

The Schools Environmental program will actively promote and facilitate sustainability through an 'in schools' program which will be designed to engage students through a number of workshop and activities run by Council staff or via a contracted service provision organisation e.g. Environmentalors or Keep Australia Beautiful. Such sustainability activities and workshops could encompass the following topics:

- *Waterwise*: Taking a big-picture look at global water cycles students understand why we need to share this limited supply of water, and how our everyday actions can help achieve this.
- *Wastewise*: Students get creative while gaining knowledge of local waste issues. They learn the appropriate bin to place waste items in and the environmental implications of littering.
- *Lunches Unwrapped*: Students are introduced to the idea of a waste-free lunch and explore the benefits for both the environment and their health.
- *Worm Farming*: Students learn about worm-farming as a simple, effective way to recycle food scraps and learn fascinating facts about worms.
- *Sustainability* - Just what is sustainability? Students explore this concept and collaborate to identify actions they can take in their daily lives at home and school to consume less, becoming more sustainable and reducing their environmental footprint.
- *National Tree Day* – Schools are offered plants and mulch for students to beautify their school.

Social / Cultural

The programs will be aimed at the whole of the local government area and will bring together environmental issues of joint interest. The programs will additionally be QPRC branded and will reinforce the commitment this Council has to sustainability and environmental issues

Engagement

The Environmental Expos will engage community members from the Queanbeyan-Palerang local area via the Expos being held in conjunction with other major events at three different locations, (Queanbeyan, Bungendore and Braidwood). The events will also include staff engagement over three days during separate weekends.

The Schools Environmental Program will engage local school students from the Queanbeyan and Palerang area through an 'in schools' program via a number of environmental workshops and activities run by Council staff or via a contracted service provision organisation.

The proposed Environmental Expos and Schools Environmental Program will be more time and cost efficient and effective than previous environmental and schools expos which were held correspondingly over two days.

**8.14 Proposed Change to the Environmental Expo and Schools Expo (Ref: C1770749;
Author: Thompson/Abbott) (Continued)**

Financial

The environmental budget has allowed expenditure for the new programs with some input from the water fund and waste fund. In previous years the Waste fund and Water fund also contribute to in school programs.

Program Code	Expense Type	Funding source	Amount
PJ100507	Community Events	Project	\$ 20,000
PJ100601	Sustainability Workshops	Project	\$ 10,000

Resources (including staff)

A large branded QPRC marquee will be purchased to take to the shows for the Enviro Expo displays.

Staff time from the Environment Team will be required to organise, promote and run both the Schools Environmental Program and Environmental Expos.

Conclusion

The Environmental Expo and Schools Environmental Program provides a unique opportunity for Council to actively engage local primary school students and community members in environmental education and facilitate sound environmental and sustainability practices which will assist them in making informed and responsible environmental decisions.

Attachments

Nil

DETERMINATION REPORTS

8.15 Report of the Royalla Common s.355 Committee - 6 March 2017 (Ref: C1772625;
Author: Hansen/Ferguson)

Summary

The Royalla Common s.355 Committee has submitted for Council's information the confirmed minutes of its meeting held on 6 March 2017.

Recommendation

That Council note the confirmed minutes of the Royalla Common s.355 Committee's meeting held on 6 March 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.

Implications

Statutory

Section 355 committees are required to submit the minutes of their meetings to Council. Recommendations contained within the minutes may be adopted, amended or not adopted by Council.

Conclusion

It is recommended that Council note the confirmed minutes of the Royalla Common s.355 Committee's meeting held on 6 March 2017.

Attachments

Attachment 1 Minutes of the Royalla Common s.355 Committee meeting - 6 March 2017
(Under Separate Cover)

9.1 Local Government Act Changes (Ref: C1766324); Author: Gibson/Warne

Report

The *Local Government Amendment (governance and Planning) Act 2016* is being introduced in phases and introduces some significant changes for Local Government. Listed hereunder is a summary of these changes.

Commencing on 30 August
GOVERNING BODY
<p>Mayoral term</p> <ul style="list-style-type: none"> - The mayoral term for councillor-elected mayors has increased to two years (from one year) (s230)
<p>Councillor oath or affirmation of office</p> <ul style="list-style-type: none"> - Councillors, including mayors, must take an oath or affirmation of office before commencing their duties (s233A)
<p>Councillor expenses and facilities policy</p> <ul style="list-style-type: none"> - Policies must be adopted within 12 months of the commencement of the new council term, instead of annually (s252) <p>Copies of the policy are no longer required to be provided to the Office of Local Government</p>
<p>Councillor fee increases</p> <ul style="list-style-type: none"> - Clarification that the State wages policy (currently limiting councillors' fee increases to 2.5%) does not apply to determinations by the Local Government Remuneration Tribunal that change a council's fee category (s242A)
<p>Organisation Structure</p> <p>The council is to determine the organisation structure for the senior staff level in consultation with the general manager, with the general manager to determine the balance of the organisation structure (s332)</p>
ELECTIONS
<p>Casual vacancies</p> <ul style="list-style-type: none"> - Casual vacancies may only be filled by a countback election once a date to do so has been prescribed by regulation (s291A) - A date has not yet been prescribed
Commenced on 23 September 2016
LOCAL GOVERNMENT PRINCIPLES AND COUNCIL ROLES AND FUNCTIONS
<p>New purposes and principles (ss7-8C)</p> <ul style="list-style-type: none"> - General principles - Decision making principles - Integrated planning and reporting principles - Community participation principle - Sound financial management principles
<p>New roles</p> <ul style="list-style-type: none"> - Governing bodies (s223) - Mayors (s226) - Councillors (s232) - Administrators (s258)
<p>New functions</p> <ul style="list-style-type: none"> - General manager (s335)

DELEGATION OF TENDERS AND FINANCIAL ASSISTANCE
<p>Councils may now delegate:</p> <ul style="list-style-type: none"> - Acceptance of tenders, except for services currently provided by council staff (s377(1)(i)) - Payment of financial assistance as part of a program specified in the council's operational plan that is not more than 5% of the council's rates income and that applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area (s377(1A)).
GOVERNING BODY
Mayoral term
<ul style="list-style-type: none"> - A mayor elected by councillors ceases to be mayor once that person ceases to hold office as a councillor (s234)
Commenced on 1 October 2016
AUDIT
External auditor
<ul style="list-style-type: none"> - The Auditor-General is appointed as the external auditor for all councils from the 2016-17 financial year (s422)
Performance audits
<ul style="list-style-type: none"> - The Auditor-General may conduct performance audits of all or any activities of one or more councils to determine whether the councils are carrying out those activities effectively, economically and efficiently and in compliance with relevant laws (s421B)
Commenced on 25 November 2016
<ul style="list-style-type: none"> - The Minister may appoint a financial controller to a council in association with a performance improvement order and after considering prescribed criteria (s438HB)
Yet to commence (consultation either commenced or soon to commence)
INTEGRATED PLANNING & REPORTING (IP&R)
<ul style="list-style-type: none"> - Streamlined IP&R requirements
GOVERNANCE
Induction and professional development for mayors and councillors
<ul style="list-style-type: none"> - New requirements for the provision of, and reporting on, induction and ongoing development programs for mayors and councillors
Model Code of Conduct and Procedures
<ul style="list-style-type: none"> - Consolidation of the pecuniary interest provisions into the Model Code of Conduct for Local Councils in NSW
Model Code of Meeting Practice
<ul style="list-style-type: none"> - Prescription of a new Model Code of Meeting Practice - Councils will not be required to adopt a new Meeting Code based on the Model Meeting Code until after the next ordinary election following commencement
Meetings – reduced number
<ul style="list-style-type: none"> - One-off opportunity for prescribed councils to seek the approval of the Minister for Local Government to reduce the minimum number of council meetings to less than 10 a year
Councillors – reduced number
<ul style="list-style-type: none"> - One-off opportunity for prescribed councils to seek the approval of the Minister for Local Government to reduce their councillor numbers (<i>without a constitutional referendum</i>)

PERFORMANCE MEASUREMENT FRAMEWORK

- Prescription of a performance measurement framework for councils

AUDIT COMMITTEES, INTERNAL AUDIT AND RISK**Audit, risk and improvement committees**

- Requirement for councils to appoint audit, risk and improvement committees
- Councils will not be required to appoint an audit, risk and improvement committee until 6 months after the next ordinary election following commencement

It should be noted that the Council has already structured its Audit Risk & Improvement Committee this way.

Once the mooted amendments and changes have been implemented the Council will be advised.

Recommendation

That the report be received for information.

Attachments

Nil

COMMITTEE REPORTS

10.1 Report of the Bungendore Town Centre and Environs s355 Committee - 15 March 2017 (Ref: C1761756; Author: Thompson/Robb)

Present: Peter Evans, Alan Longhurst, 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: Nil

1. **Confirmation of Report of previous meeting held on 3 November 2016.**

Recommendation (A Riley/A Longhurst)

BTCE 1/2017 That the Report of the meeting of the Committee held on 3 November 2016 be confirmed.

2. **Business Arising**

The Committee noted that D MacLaren had tabled a letter from Bungendore Chamber of Commerce & Industry endorsing A Longhurst as a BCCI representative on the Committee.

ACTION: S Robb to confirm appointment with D Ferguson.

3. **Outstanding Actions From Previous Meetings**

3.1 Light Pole Banners (Continuing):

Council is 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 Town Entry Signs:

M Schweikert advised that the new town entry signage project was now been subsumed in QPRC's "beautification" project.

10.1 Report of the Bungendore Town Centre and Environs s355 Committee - 15 March 2017 (Ref: C1761756; Author: Thompson/Robb) (Continued)

3.3 Central Car Park Plans (Continuing):

There was discussion on the status of planning and detailed design. The impact of the car park contributions on timing and phasing of construction was discussed. S Robb advised that the final plans were being drawn up. Members queried Council's position on community space, public toilets and charging access points in the car park. M Schweikert confirmed that the design of the car park fell within the Terms of Reference of the Committee.

ACTION: S Robb to circulate the latest car park plans.

3.4 Gibraltar Street Tree Planting Costing:

P Evans advised that his cost estimate for planting established street trees in appropriate planting pits was \$4/5K per tree.

3.5 CBD Connectivity & Integration Plan:

A Riley advised that this had not been progressed in detail pending clarification of the Central Car Park design.

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:**

In regard to the Malbon Street Upgrade it was noted that BTCEC's Resolutions 7 & 8/2016 had not been presented to Council and that progress on the Upgrade had overtaken the Committee's recommendations.

ACTION: S Robb to advise members on the status of pathways planning in the CBD area.

6.2 Bungendore Beautification Project

Members discussed priorities for beautification projects, with reference to the dsb document "Bungendore Streetscape Implementation Plan" of 13 August 2015 accepted by Palerang Council. The clear priority was tree planting in Gibraltar Street and provision/improvement of footpaths. Members emphasised the importance of keeping and enhancing the tree canopy which should be linked to DCP Character Statements.

ACTION: A Riley to formally forward the dsb Plan with a covering letter to Tim Geyer at QPRC submitting the Committee's recommendations by 16 March 2017.

ACTION: P Evans to forward Gibraltar Street tree placement drawings and costs to S Robb by 24 March 2017.

10.1 Report of the Bungendore Town Centre and Environs s355 Committee - 15 March 2017 (Ref: C1761756; Author: Thompson/Robb) (Continued)

ACTION: The Committee to consider street furniture choices including from the dsb supplied palette.

6.3 Bungendore Structure Plan 2016-2046:

S Robb briefed the committee on progress on the Structure Plan and discussed the components comprising the Plan. She advised that there had been discussions on the Heritage component with D Hobbes.

Members discussed CBD Connectivity & Integration to be included in the Structure Plan. S Robb supplied A0 plans of the CBD area to facilitate the discussion. The intent is to integrate the currently "separate" CBD areas so that there is convenient and attractive pedestrian/pram/bicycle/motorised scooter connectivity. General principles agreed were that:

- Allowance should be made for broad and attractive shared access from Gibraltar Street and from Ellendon Street to the supermarket site,
- The central car park include community facilities, particularly public toilets,
- The central car park have broad shared access to Gibraltar Street,
- The access to the central car park from Malbon Street be a vehicular access to alleviate congestion impact at the Ellendon Street access.

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

Members queried the status of the design of the proposed Malbon/Molonglo roundabout, particularly whether Council had deleted the centre garden previously recommended by the Committee.

ACTION: S Robb to circulate the current roundabout plan.

Next Meeting:

Meeting Date: 6.30 pm 19 April 2017 at the Council Chambers.

Meeting Agenda: Foreshadowed: M Schweikert: Discussion on tree planting at the supermarket development where mature deciduous trees were a condition of consent.

There being no further business, the meeting closed at 8.30pm.

Attachments

Nil

COMMITTEE REPORTS

10.2 Report of the Queanbeyan-Palerang Regional Sports Council - 1 May 2017 (Ref: C1765831; Author: Geyer/Penman)

Present: Scott Taylor (QJTAFLC, Chair), Phill Hawke (QSRUFC), Peter English (BCSC), Simon France (MPFC), Michele Biscotti (MPFC), Ken Gordon (BOZTAG), Allan Carpenter (Community Rep), Paul Morshead (QDJCC), Peter Solway (QDSCC), Lynne McKenzie (QJTAFLC), Simon Booth (QJRUFC), Michael Goiser (QTS AFLC)

Also Present: Matt Frawley (PEET Googong), Leigh Penman (QPRC)

Apologies:

Ron Sheargold (VMC), Annette Thomas-Schumacher (JTA), Craig Thomas-Schumacher (JTA), Tim Geyer (QPRC)

1. Strategic Sports Plan

Leigh Penman gave the committee an overview of the draft Sports Facilities Strategic Plan that was on public exhibition. Council received 16 submissions from various residents, clubs and organisations. Leigh explained that this document, along with the consultation report, will now be submitted to Council recommending adoption. General discussion was held regarding this agenda item, with clubs generally satisfied with what the documents contained.

2. Googong Future Sports Facilities

Matt Frawley gave a presentation on the progress of the Googong development and their future plans. Various questions were asked by the sports council and general discussion took place on the sporting facilities proposed at Googong.

3. Mental Health

Phil Hawke explained to the committee that the Queanbeyan senior rugby union club are looking at ways to help their players with support for mental health and explained to the committee that there is a one day course for around \$5000.00 for up to 20 participants. The Rugby Club is happy if any other club would like to send participants and share the costs. Allan Carpenter mentioned that if this does go ahead he can provide a venue for the course. Michael Goiser mentioned that the Queanbeyan AFL Club have a Chaplin that helps the club out with similar issue. Simon France mentioned that Monaro Panthers have used something similar in the past.

Simon also mentioned that clubs can contact the NSW Sports Chaplin Association for help in this area.

10.2 Report of the Queanbeyan-Palerang Regional Sports Council - 1 May 2017 (Ref: C1765831; Author: Geyer/Penman) (Continued)

4. Sport Ground Allocations

Leigh Penman provided the sports bookings schedule for the 2017 winter season. Leigh explained the schedule and that the Monaro Panthers Women's Premier League was moved to train at Riverside Oval instead of Wright Park Upper due to lights not been installed yet. Michele Biscotti mentioned that Monaro Panthers are using Riverside on Wednesday nights instead of Tuesdays. Leigh to amend the schedule to reflect this advice. Simon France mentioned that Monaro Panthers are using Letchworth Oval and Leigh will chase up with the club as to what days and times they require the ground to be booked.

Scott Taylor asked if it was possible to bringing Margaret Donoghue Lower Oval back to a standard suitable for use by AFL. Leigh advised that this would be investigated.

5. Current and Planned improvements to sporting and recreational needs, including capital work programs, and future planning for sportsgrounds

Leigh Penman provided detail on the current projects occurring within the Council area. General discussion was held regarding these projects

6. Next Meeting is schedule for 7 August 2017

There being no further business, the meeting closed at 7pm

Attachments

Nil

COMMITTEE REPORTS

10.3 Report of the Cultural Development & Public Art Advisory Panel - 11 May 2017 (Ref: C1770570; Author: Fulton/Perri)

Present: Peter Bray (Chairperson), Helen Musa, Jo Cresswell, Yolande Norris, Janita Byrne, Maggie Hickey

Also Present: Geraldine Manser (Manager Community and Cultural Development), Georgina Perri (Cultural Development Officer, Debbie Sibbick (Parks Technical Officer)

1. Apologies: Susan Conroy, Tracey Bourne, Barry Cranston

The Committee Recommends:

That Susan Conroy's, Tracy Bourne and Barry Cranston's apologies be accepted and that a leave of absence be granted.

2. Welcome and introductions of Panel by chairperson

3. Queanbeyan Park Amenities Mural Project

Background

In March this year, Council called for expressions of interest for a work of public art that is playful, family friendly and vibrant, to adorn a new amenities unit in the Queanbeyan park playground. The mural will be located in an inclusive high traffic playground in the CBD, which is frequented by residents of Queanbeyan and visitors to the City, including families and young children. In total, nine submissions were received, with the Cultural Development and Public Art Panel coming to a unanimous decision on the selection of artist Kirrily Jordan's design concept.

Recommendation (Musa/Cresswell)

CDCO 02/17 That artist Kirrily Jordan be awarded the \$7,500 commission to paint a mural on the soon to be installed 'Exeloo' amenities unit in the Queanbeyan Park playground area.

4. Current Cultural projects – update

Georgina Perri updated the Panel on current and ongoing cultural projects, and invited the Panel to review and comment on Council's draft Tourism Plan and Policy for the region.

5. Next meeting

The Panel decided to hold an informal meeting to begin work on the Cultural Plan, which is due for renewal. This workshop will take place in Bungendore on Thursday 8th June.

There being no further business, the meeting closed at 12 noon.

Attachments

Nil

10.4 Report of the Queanbeyan Heritage Advisory Committee Meeting - 15 May 2017
(Ref: C1762427; Author: Thompson/Mitchell)

Present: Sue Whelan (Chair), Heather Thomson, Jane Underwood, Pip Giovanelli,

Also Present: David Carswell, Jordana Mitchell, Mike Thompson, Tim Geyer, Michael Damo

Others Present:

The Committee Recommends:

Apologies:

David Loft, Brendan O'Keefe

1. **Confirmation of Report of previous meeting held on 12 April 2017**

This item was deferred until all parties have the minutes of the previous meetings.

2. **Business Arising from Minutes**

Nil

3. **Declaration of Conflicts of Interest**

Nil

4. **Tree Removal on Farrer Place**

Mr Geyer referred to a previous report to Council which recommended that a proposal to replace pencil pines in Farrer Place be placed on exhibition. A briefing was provided by Tim Geyer where it was proposed to plant Manchurian Pears down the Farrer Place median or alternatively to retain the current pencil pine plantings in Farrer Place with some remedial work to improve the site.

Heather Thomson provided background information on the historical significance of the plantings in Farrer Place as part of the Farrer Memorial in 1938.

There was considerable discussion on the options as well as the merits of the original plantings.

Recommendation (Thomson/Underwood)

HAC 004/17 The Committee supports retaining the pencil pine plantings in Farrer Place with some remedial planting to replace missing pencil pines and additional under-planting. The Committee recognises the historical significance of the pencil pines and their association with the William Farrer Memorial.

10.4 **Report of the Queanbeyan Heritage Advisory Committee Meeting - 15 May 2017
(Ref: C1762427; Author: Thompson/Mitchell) (Continued)**

5. **Heritage Display Signs**

The budget has \$20,000 allocated towards signs to promote Heritage in the Queanbeyan area. These would be placed in the previously chosen spaces supported by the Committee.

Option 1 included the original style signs as seen in Shamrock Lane. The second option, was a folded steel sign available in a variety of customised options with laser cut outs.

The Committee's preference was for the second style. Heather Thomson will look at artwork for the signs and Tim Geyer will obtain quotations.

6. **Concept Design for New QPRC Queanbeyan Headquarters**

A briefing was given by Cox Architecture on the consideration of the impacts to Heritage Items by the concept designs. Two options were discussed in detail with other staff also in attendance to brief the Committee.

7. **Next Meeting**

Next meeting will be held on Monday 19 June 2017 in the Committee Room commencing at 5.30pm.

There being no further business, the meeting closed at 6.45pm

Attachments

Nil

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.

Recommendation

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 Request for Review of 2016/2017 Water and Sewer Access Charge

"Item 15.1 is confidential in accordance with s10(A) (di) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 15.2 Samowill & Nothcott v QPRC & NSW Heritage Council - Braidwood Police Barracks Class 1 Appeal

"Item 15.2 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.