



**Ordinary
Meeting of Council**

AGENDA

28 June 2017

Commencing at 5.30pm

**Council Chambers
10 Majara Street,
Bungendore**

On-site Inspections - 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 24 May 2017

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

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Nil

13 COUNCILLORS' QUESTIONS FOR NEXT MEETING

Nil

14 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION 143

Confidential - Not for Publication

15 REPORTS FOR CLOSED SESSION

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

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

LIST OF ATTACHMENTS –

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

Open Attachments

Item 8.3 Adoption of 2017-18 Integrated Plans

Attachment 1 Collated submissions (redacted) (Under Separate Cover)

Attachment 2 Submission 009 - redacted_Part1 (Under Separate Cover)

Attachment 3 Submission 009 - redacted_Part2 (Under Separate Cover)

Attachment 4 Summary of engagement report - Strategic Directions (Under Separate Cover)

Attachment 8 Summary of engagement report - draft Integrated Plans 2017-18 (Under Separate Cover)

Item 8.4 General Donations Distribution 2017/18

Attachment 1 General Donations Summary 2017 (Under Separate Cover)

Item 8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong

Attachment 1 Council Meeting - 28 June 2017 - DA 90-2016 - Section 79C Table - Small Lot Housing - Helen Circuit (Under Separate Cover)

Attachment 2 Council Meeting - 28 June 2017 - DA 90-2016 - Small Lot Housing - Advice on Plans (Under Separate Cover)

Attachment 3 Council Meeting - 28 June 2017 - DA 90-2016 - Independent Traffic & Parking Advice - Small Lot Housing (Under Separate Cover)

Item 8.11 Sponsorship, Grants and Loans Policy Adoption

Attachment 1 Submission Summary - Sponsorship, Grants and Loans Policy (Under Separate Cover)

Attachment 2 Sponsorship, Grants & Loans Policy (final) (Under Separate Cover)

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

Attachment 1 Council Meeting - 28 June 2017 - Attachment - 79C Assessment - DA 192-2016 (Under Separate Cover)

Attachment 2 Council Meeting - 28 June 2017 - DA 192-2016 - Plans - Poplars Commercial Area (Under Separate Cover)

Attachment 3 Council Meeting - 28 June 2017 - Attachment - Draft Conditions - DA 192-2016 (Under Separate Cover)

Item 8.14 Investment Report - May 2017

Attachment 1 Investment Report - May 2017 - Attachment 1 - 28 June 2017 (Under Separate Cover)

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

Attachment 1 Flow Chart for Planning Process (Under Separate Cover)

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

Attachment 1 Loan Drawdown Schedule (Under Separate Cover)

Item 8.17 Rates Relief Sporting & Community Organisation under section 356 of the Local

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Government Act 1993

*Attachment 1 Rates and charges relief application for HOME in Queanbeyan 2016 - 2017
(Under Separate Cover)*

*Attachment 2 Application for Rating Relief Community Organisations - Ukrainian-Australian
Social Association in Queanbeyan (UASAQ) - 19 Atkinson Street (Under
Separate Cover)*

*Attachment 3 Application for Rating Relief Community Organisations - Ukrainian-Australian
Social Association in Queanbeyan (UASAQ) - 19 Atkinson Street (Under
Separate Cover)*

Item 9.1 Community Consultation- Bike Path Jerrabomberra Circle and Community Consultation-
Shared Path McEwan Avenue

Attachment 1 Jerrabomberra Circle Cycle Path Report (Under Separate Cover)

Attachment 2 Jerrabomberra Circle Cycle Path Concept Designs (Under Separate Cover)

Attachment 3 McEwan Ave Public Consultation Report (Under Separate Cover)

Attachment 4 McEwan Ave Concept Drawings (Under Separate Cover)

Item 9.3 Heritage Advisors' Positions and Annual Report

Attachment 1 Queanbeyan Heritage Advisors Report 2016-2017 (Under Separate Cover)

Attachment 2 Palerang Heritage Advisors Report 2016-2017 (Under Separate Cover)

Item 9.5 Royalla Common s.355 Committee minutes

*Attachment 1 Royalla Common s.355 committee minutes 10 April 2017 (Under Separate
Cover)*

Closed Attachments

Item 8.3 Adoption of 2017-18 Integrated Plans

Attachment 5 Legal advice regarding Submission 009 (1) (Under Separate Cover)

Attachment 6 Legal advice regarding Submission 009 (2) (Under Separate Cover)

Attachment 7 Legal advice regarding Submission 009 (3) (Under Separate Cover)

Item 8.7 Sports Assistance Scheme

*Attachment 1 Sports Assistance Scheme - completed application form - Queanbeyan
YMCA - Vera Chalneva*

Item 10.2 The Q Board Meeting - 29 May 2017

*Attachment 1 The Q - Board Meeting - Council Official Agenda - May 2017 (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, 24 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; J Richards, Portfolio General Manager Community Choice and S Taylor, Acting Executive Manager of 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

127/17

RESOLVED (Overall)

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

No declarations were received.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held on 26 April 2017

128/17

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 26 April 2017 be confirmed.

3.2 Minutes of the Planning and Strategy Committee of the Whole held on 10 May 2017

129/17

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 10 May 2017 be confirmed.

3.3 Minutes of the Extraordinary Meeting of Council held on 10 May 2017

130/17

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Extraordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 10 May 2017 be confirmed.

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

Tim Geyer – Parks and Leisure Australia – NSW and ACT – 2017 Regional Awards for Excellence – Park of the Year – awarded to QPRC for Queen Elizabeth II Park.

Wendy Smith – Presentation of historical documents from the late Hope Marland AM.

131/17

RESOLVED (Overall)

The Administrator resolved that all presenters be heard.

Forbes Gordon requested acknowledgement of a petition regarding the railings on the Albion Hotel in Braidwood. The Administrator advised the matter is in hand.

Katrina Willis tabled a petition of further signatures opposing the Ellerton Drive Extension - a total of 1,424 signatures to date.

5. MAYORAL MINUTES

Nil

6. NOTICES OF MOTIONS OF RESCISSION

Nil

7. NOTICES OF MOTIONS

Nil

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

132/17

RESOLVED (Overall)

The Administrator resolved 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.

8.2 Quarterly Budget Review Statement for the Quarter Ending 31st March 2017

133/17

RESOLVED (Overall)

The Administrator resolved 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.

8.3 Request to write off Rates and Charges

134/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Adjust the account of Request A to reflect average usage for the property.
2. Decline the request to waive the charges for Request B.
3. Decline the request to waive the charges for Request C.

8.4 Tender 07/2017 Trade Services Panel

135/17

RESOLVED (Overall)

The Administrator resolved that Council accept the tenders from the following organisations as part of Trade Service Panel Contract 07/2017:

Tenderer ID	Tenderer Name	Categories Awarded
20	Monaro Electrical Services Pty Ltd	Electrical
24	KP Electric (Australia) Pty Ltd	Electrical
45	Concept Engineering Services Pty Ltd	Electrical
55	Appliance Tagging Services	Electrical (Tagging Only)
33	Future Electrical Technologies Pty Ltd	Electrical, Data Cabling
37	Five Star Electrical	Electrical
48	Complete Air-conditioning and Electrical	Electrical
59	Adrian Dalmaso	Plumbing
29	Greenwell Plumbing	Plumbing
7	Tait & Miller Investments Pty Ltd	Plumbing
32	G&P Solutions	Plumbing
5	MRB Communications	Data Cabling
40	Ecowise Services	Data Cabling
54	Arrow Facilities Management	Data Cabling, Flooring
35	Fredon ACT Pty Ltd	Data Cabling
58	Advanced Electronics Pty Ltd	Data Cabling, Locksmithing
46	Complete Lock and Security Services Pty Ltd	Locksmithing
56	API Services and Solutions Pty Ltd	Locksmithing
30	Gibson & Harriden Constructions	Carpentry/Joinery
27	Hytec Interior Solutions	Carpentry/Joinery
3	Van Mal Group Construction Pty Ltd	Carpentry/Joinery
17	Perimetech Pty Ltd	Fencing
41	Custom Fencing	Fencing
51	BMG Contracting Services	Painting

14	Programmed Property Services	Painting
10	Sergi Painting and Design Pty Ltd	Painting
13	Radmo Group	Painting
2	Walpett Engineering Pty Ltd	Steel Fabrication
39	Evolution Stainless Steel P/L	Steel Fabrication
60	Action Fabrication & Welding Pty Ltd	Steel Fabrication
28	Grindstones Australia Pty Ltd	Concreting
22	Mad Dog Roofing	Sheet Metal Roofing
13	About Windows	Glazing (Window Tinting only)
9	Shane's Glass	Glazing
16	Pike's Flooring Pty Ltd	Flooring
4	Thirlston Carpet & Vinyl	Flooring
57	AGH Demolition and Asbestos Removal Pty Ltd	Asbestos Removal
49	Capital Lines and Signs	Line Marking, Sign Writing
47	Compete Linemarking Services Pty Ltd	Line Marking
1	Workforce Road Services	Line Marking
34	Fresh Creative Design Pty Ltd	Sign Writing
36	Flick Anticimex	Pest Control
12	Rentokil Initial Pty Ltd	Pest Control

8.5 South Bungendore Drainage

136/17

RESOLVED (Overall)

The Administrator resolved 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.
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.

8.6 Request to Close Road and purchase road reserve - Bywong

137/17

RESOLVED (Overall)

The Administrator resolved that:

1. 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. The affected property owner be responsible for all Council costs associated with the road closure and any Department fees and charges levied.

- 138/17 **8.7 Realignment of road corridor - Mulloon Road, Mulloon**
- RESOLVED (Overall)**
- The Administrator resolved that:
1. The report be received and noted.
 2. 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. 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. Council cover the cost of the preparation and registration of the plan of subdivision for road purposes.
- 139/17 **8.8 Land Classifications - Lots 460, 461 and 462 DP 1226692 (Numbers 38, 6 and 13 Montgomery Avenue) Googong**
- 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":
- Lots 460, 461 & 462 DP 1226692 (respectively 38, 6 and 13 Montgomery Avenue, Googong).
- 140/17 **8.9 Planning Proposal to Amend QLEP 2012 in Respect of Several Housekeeping Amendments Relating to Heritage, Flooding and Additional Permitted Uses**
- RESOLVED (Overall)**
- The Administrator resolved that Council submit the subject planning proposal to the Department of Environment and Planning to implement the proposed draft amendments to QLEP 2012.
- 141/17 **8.10 Adoption of the Updated Sustainability Design of Council Buildings Policy**
- RESOLVED (Overall)**
- The Administrator resolved that Council adopt the updated Sustainable Design for Council Buildings Policy.

8.11 Queanbeyan CBD Transformation Strategy

142/17

RESOLVED (Overall)

The Administrator resolved 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 Queanbeyan CBD Transformation Strategy.

8.12 Disability Inclusion Action Plan

143/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Include in the Plan, under "Site Specific Outcomes", the future provision of exercise equipment suitable also for persons dependant on scooter and wheelchairs in Queanbeyan Town Park, central riverfront areas and appropriate parkland areas in Bungendore and Braidwood.
2. Adopt the Disability Inclusion Action Plan.
3. Forward the Plan to the Disability Council of NSW for their endorsement.

8.13 Hot Rod Event 2018

144/17

RESOLVED (Overall)

The Administrator resolved that Council:

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

8.14 Proposed change to the Environmental Expo and Schools Expo

145/17

RESOLVED (Overall)

The Administrator resolved that:

1. 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. The Environmental Schools program be offered as an expanded 'in school' opportunity with a selection of possible programs to choose from.

- 146/17 **8.15 Royalla Common s.355 Committee minutes 6 March 2017**
RESOLVED (Overall)
The Administrator resolved that Council note the confirmed minutes of the Royalla Common s.355 Committee's meeting held on 6 March 2017.

9. INFORMATION REPORTS

- 147/17 **9.1 Local Government Act Changes**
RESOLVED (Overall)
The Administrator resolved that the report be received for information.

10. COMMITTEE REPORTS

- 148/17 **10.1 Bungendore Town Centre and Environs s355 Committee Minutes 15 March 2017**
RESOLVED (Overall)
The Administrator resolved that Council note:
 1. The minutes of the Bungendore Town Centre and Environs s355 Committee held on 15 March 2017.
 2. Recommendation 1/2017.
 3. That the minutes of the meeting of Bungendore Town Centre and Environs 355 Committee held 3 November 2016 referred to in Recommendation 1/2017 have already been noted at the meeting of Council held 26 April 2017.
- 149/17 **10.2 Queanbeyan-Palerang Regional Sports Council - 1 May 2017**
RESOLVED (Overall)
The Administrator resolved that Council note the minutes of Queanbeyan-Palerang Regional Sports Council held on 1 May 2017.
- 150/17 **10.3 Report of the Cultural Development & Public Art Advisory Panel - 11 May 2017**
RESOLVED (Overall)
The Administrator resolved that Council:
 1. Note the minutes of Cultural Development and Public Art Advisory Panel held on 11 May 2017.
 2. Adopt recommendation CDC02/17 from the meeting held on 11 May 2017.

10.4 Report of the Queanbeyan Heritage Advisory Committee Meeting - 15 May 2017

151/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the minutes of Heritage Advisory Committee held on 15 May 2017.
2. Adopt recommendation HAC 004/17 from the meeting held on 15 May 2017.

HAC 004/17 The Committee supports the proposal to retain the pencil pine plantings in Farrer Place with some additional remedial plantings including replacing 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.

11. DELEGATES' REPORTS

Nil

12. RESPONSES TO COUNCILLORS' QUESTIONS

Nil

13. COUNCILLORS' QUESTIONS FOR NEXT MEETING

Nil

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

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

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

PRESENTATIONS

There were no presentations.

152/17

RESOLVED (Overall)

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

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

"Item 15.1 is confidential in accordance with s10(A) (d) 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."

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

The meeting returned to Open Session by virtue of Resolution No. 147/17 made in Closed Session.

The doors of the chamber were opened to allow the public to enter.

In accordance with Clause 253 of the Local Government (General) regulations 2005, Mr Overall then read out the decisions of Council made in Closed Session.

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

The Administrator resolved that Council make no change to the current approach of charging water and sewerage access charges on multi-unit dwellings owned by not for profit institutions providing housing to the aged and disadvantaged, which is consistent with best practice guidelines.

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

The Administrator resolved that Council notes:

- (a) The Land and Environment Court terminated the conciliation conference on 15 May 2017 as no agreement was reached between the Applicant, the NSW Heritage Council, and the Council.
- (b) The Appeal will now be set down for a hearing so that it may be determined by the Court.

The Administrator welcomed Council's new Portfolio General Manager Community Choice, Jacqueline Richards.

At this stage in the proceedings, the time being 6.29pm, 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, 14 June 2017 commencing at 5.30pm.

ATTENDANCE

Administrator: T. Overall (Chair)

Staff: P Tegart, Interim General Manager; M Thompson, Portfolio General Manager Natural and Built Character; P Hansen, Portfolio General Manager Community Connections; J Richards, Portfolio General Manager Community Choice and A Aksenoff, Portfolio General Manager Organisational Capability.

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

1. APOLOGIES

Recommendation

Nil

1.1 SUSPEND STANDING ORDERS

PLA056/17

RESOLVED (Overall)

The Administrator resolved that Item 4.4 will be dealt with as first item under staff reports.

4.4 Preparation of a Planning Proposal for the Proposed Memorial Park (Cemetery) - Corner Old Cooma Road and Burra Road

PLA057/17

RESOLVED (Overall)

The Administrator resolved to defer the matter to the next meeting of Council for further consideration of this matter and for additional clarification of the planning process and conditions that might apply.

2. PRESENTATIONS/DEPUTATIONS/PETITIONS

PLA058/17

RESOLVED (Overall)

The Administrator resolved all presenters be heard.

Paul Hubbard - Item 4.4 - Preparation of a Planning Proposal for the Proposed Memorial Park (Cemetery) - Corner Old Cooma Road and Burra Road

Rowena Oliver - Item 4.1 - Development Application 2016.203 - Six Lot Subdivision - 8360 Monaro Highway, Royalla

Rob Smith - Item 4.1 - Development Application 2016.203 - Six Lot Subdivision - 8360 Monaro Highway, Royalla

Gavin Jackson - Item 4.3 - Development Application 131-2017 - Queanbeyan Indoor Sports Centre Extension - 1A & 1B Yass Road, Queanbeyan East

3. DECLARATIONS OF INTEREST

PLA059/17

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

STAFF REPORTS

4. ENVIRONMENT, PLANNING AND DEVELOPMENT

4.1 Development Application 2016.203 - Six Lot Subdivision - 8360 Monaro Highway, Royalla

PLA060/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council agree to the use of Council owned land being part of Lot 29 DP 1015516 classified as Operational Land for construction and use as a road to serve the proposed subdivision.
2. That the applicant be responsible for paying market value of the land required for the road over Council's land being part Lot 29 DP 1015516 and the agreed costs being paid prior the release of the Subdivision Certificate.

3. That Council accept the road over part of Lot 29 DP 1015516 as a public road by dedication on registration of the Subdivision Certificate for the 6 lot subdivision with legal, surveying, registration and any other ancillary costs associated with the dedication being met by the applicant.
4. That development application 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 be granted conditional approval.
5. That those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.
6. That Council continue negotiations with the owners of Lot 24 DP 1015516 with a view to their possible purchase of a portion of Council's operational land to preserve existing plantings.

4.2 Development Application 14-2017 - Commercial Alterations and Additions to the Tourist Hotel - 31 Monaro Street, Queanbeyan

PLA061/17

RESOLVED (Overall)

The Administrator resolved:

1. That Development Application 14-2017 for Commercial Alterations and Additions to the Tourist Hotel on Lot 10 DP 530627, No.31 Monaro Street be granted conditional approval.
2. That Council note the requirement for an additional 30 car parking spaces and waive the requirement for any payment of Section 94 Developer Contributions for the reasons stated below:
 - i. Councils DCP – Parking, Clause 2.2 permits variation to parking standards where justified by a Traffic and Parking Impact Study. The applicant has submitted a consultants Traffic and Parking Statement giving their reasons why variation of the DCP is warranted.
 - ii. As the major new use that generates additional car parking is the café operating during the day, it is more likely to generate patronage through pedestrian traffic. While the same building will be used as a function centre in the evenings and will generate a greater need for parking its core business will be outside of business hours when more public parking will be available within the vicinity of the proposed development, including the adjacent public car park.
 - iii. Council's long term promotion of active businesses in the CBD through its planning controls and community business support forums particularly where development encourages more people in the shopping centre during business hours and particularly at night.

- iv. Council's DCP Clause 7.3.3 - Change of Use provisions encourage continued use and reuse of existing commercial premises in the CBD to make it more financially viable for landowners, purchasers and lessees to establish their proposed business and promote continued commercial uses, to avoid empty premises and encourage establishment of a vibrant Queanbeyan commercial centre.

4.3 Development Application 131-2017 - Queanbeyan Indoor Sports Centre Extension - 1A & 1B Yass Road, Queanbeyan East

PLA062/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council accept a variation to Clause 2.2.6 QDCP 2012 to the on-site car parking requirements for the existing indoor sports centre building and the proposed extensions from a total of 144 vehicle spaces to 92 vehicle spaces for the following reasons:
 - a) The existing indoor sports centre parking was assessed on the basis of 3 spaces per 100m² of Gross Floor Area and it is considered appropriate that this same parking rate apply to the combined existing and proposed extensions i.e. 92 spaces which includes two disabled spaces. Based on the current usage of the QISC this is considered to be adequate onsite parking for both buildings. Note: six additional spaces will be required should the two proposed squash courts proceed.
 - b) During times when full operation of Seiffert Oval is being used for major sporting events, the Queanbeyan Indoor Sports Centre will not operate allowing these events to utilise car parking spaces at Seiffert Oval.
 - c) The development satisfies the parking control objectives of the QDCP 2012:
 - To provide general standards for car parking.
 - To maintain the amenity of Queanbeyan by ensuring adequate parking is provided for.
2. That Council agree with the alternative access to Seiffert Oval for service, emergency and heavy vehicles from Thurrallilly Street that will comply with AS2890.1 and remove traffic safety concerns by NSW Roads and Maritime Services with the use of Yass Road access for heavy and service vehicles to the site.
3. That Council agree that the existing J W Seiffert Memorial Gates and entrance to Seiffert Oval remain in place without any alteration to protect their heritage significance.
4. That Condition 25 be amended to remove the requirement for 6 additional car parking spaces should the two proposed squash courts be constructed.

5. That prior to the issue of a construction certificate Council and the QLC/Blues agree to the form of fencing and gates appropriate to the proposed Seiffert Oval carpark.
6. That the landscaping plan to be submitted for Council approval prior to the release of the Construction Certificate include selective plantings on the southern side of the complex to soften the visual impact from David Campese Field.
7. That development application 131-2017 for extensions to the Queanbeyan Indoor Sports Centre, New Carpark arrangements on Crown Reserve R 83463 & R85019 being Lots 7-10 inclusive DP 758862, and Lot 7305 DP 1137212, Taylor Park being 1A & 1B Yass Road and Lot 117 DP 823483, Seiffert Oval being 36 Thurrallilly Street, Queanbeyan be granted conditional approval.
8. That NSW Roads and Maritime Services be advised of Council's determination.

4.5 Amendment to Queanbeyan Development Control Plan 2012

PLA063/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council place the proposed draft amendments to the Queanbeyan Development Control Plan 2012 on public exhibition for a period of 28 days.
2. That the Oaks Estate Progress Association be advised in regard to the draft DCP.
3. That following receipt of submissions, a report on the Draft DCP be submitted to the Council for determination.

4.6 Review of Section 94 Fees Applicable to Small Scale Commercial Development in Rural Areas

PLA064/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council apply the \$20,000 section 94 contribution cap to small scale commercial developments fitting the following criteria:
 - An estimated cost of works less than \$250,000.
 - Where the contribution would be levied under a section 94 plan adopted by the former Tallaganda or Yarrowlunla Shire Councils.
2. That this concession only apply until Council's section 94 plans are reviewed and consolidated, which is scheduled in the next twelve months.

4.7 Housing Industry Association ACT/Southern NSW Housing Awards 2017-2019 - Partnership Proposal

PLA065/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council accept the offer to partner the Housing Industry Association in the ACT and Southern NSW Housing Awards in a residential home category at a cost of \$4400 per year for the next three years.
2. That support for Council's participation in the awards be further reviewed in 2020.

5. INFORMATION REPORTS

5.1 Shop Local Christmas Promotion Campaign in Bungendore and Braidwood

PLA066/17

RESOLVED (Overall)

The Administrator resolved that Council approve funding of \$17,500 towards the 2017 Shop Local Christmas campaign in Bungendore and Braidwood, for inclusion in the 2017/18 Operational Plan.

5.2 Site Inspection - DA 14/2017 - The Tourist Hotel - 31 Monaro Street, Queanbeyan

PLA067/17

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

5.3 Site Inspection - DA 131/2017 Queanbeyan Indoor Sports Facility

PLA068/17

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

6. INFRASTRUCTURE SERVICES

6.1 Sports Facilities Strategic Plan

PLA069/17

RESOLVED (Overall)

The Administrator resolved that Council adopt the Sports Facilities Strategic Plan and its recommendations.

6.2 **Pencil Pines Farrer Place Queanbeyan**
PLA070/17 **RESOLVED (Overall)**
The Administrator resolved that Council retain the pencil pines in Farrer Place, infill missing trees with the same species and reinstate low shrub and ground cover plantings along the Farrer Place median.

6.3 **Queanbeyan Integrated Water Cycle Management Strategy - Tender Approval**
PLA071/17 **RESOLVED (Overall)**
The Administrator resolved that Council:

1. Award the contract for Part A of the IWCM Strategy development to Aecom for the sum of \$214,760.
2. Approve, subject to additional council report to extend the contract to include Parts 2, 3 and 4, subject to successful completion of previous work and agree fixed fee amounts.
3. Approve a total project budget for the full development of the IWCM strategy, Strategic Business Plan and Financial Plan of \$1,400,000 (ex GST) over a period of 18 months.

6.4 **Tender Report - QISC Extension**
PLA072/17 **RESOLVED (Overall)**
The Administrator resolved that Council award the contract to extend the QISC including the squash courts to Kane Construction, for the sum of \$4,308,181 with a total project budget of \$4,950,000 (Inclusive of GST).

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

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

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

PRESENTATIONS

Katrina Willis - Item 8.1 - Appeal to the Land and Environment Court - Cannchar Pty Ltd Compensation for Just Terms Acquisition of EDE Road Corridor.

Les Manning – Item 8.1 - Appeal to the Land and Environment Court - Cannchar Pty Ltd Compensation for Just Terms Acquisition of EDE Road Corridor

PLA073/17

RESOLVED (Overall)

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

Item 8.1 Appeal to the Land and Environment Court - Cannchar Pty Ltd Compensation for Just Terms Acquisition of EDE Road Corridor.

"Item 8.1 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.

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

The meeting returned to Open Session by virtue of Resolution No.PLA075/17 made in Closed Session.

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

8.1 Appeal to the Land and Environment Court - Cannchar Pty Ltd Compensation for Just Terms Acquisition of EDE Road Corridor.

The Administrator resolved that Council note the report.

At this stage in the proceedings, the time being 6.37pm 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 Renewal of Agreement for Access to Riverside Oval Pavilion. (Ref: C1772300;
Author: Spyve/Warne)**

Summary

This report outlines the current expectations of the Football clubs that currently use the Riverside Oval Pavilion and recommends that the existing arrangements for use of the facility continue.

Recommendation

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

Background

In July 2014, the Council entered into three year Agreements ending on 30 September 2017 with both the Queanbeyan City Football Club Inc. (QCFC) and the Monaro Panthers Football Club Inc (MPFC) for joint usage of the Pavilion at the Riverside Oval.

The Agreement provides that *the pavilion facilities at the Property were developed by the Queanbeyan City Council with the assistance of some Commonwealth Government funding principally for use as a home base facility for the Queanbeyan City Football Club Incorporated that is based at the Property.*

Due to lack of availability of alternative facilities it has not been possible to provide each Club with exclusive use of a suitable oval and pavilion facility. This continues to be the case. The Sporting Facilities Strategic Plan acknowledges that issue.

Discussions have been held with both Clubs regarding the renewal of the Access agreement and a common position could not be agreed between the clubs. In summary, both clubs would like exclusive use of the Pavilion.

QCFC has requested that if at a further time an alternative suitable premises is found for MPFC, that it be guaranteed ongoing exclusive use. This view is based upon the assumption that QCFC was instrumental in securing Government funding for the pavilion.

MPFC put forward the arguments that all their teams are in the "Premier" league for Capital Football and QCFC are not, so MPFC should have exclusive use of the facilities. Riverside Oval is the only premier ground in Queanbeyan and MPFC expected to be given sole use.

**8.1 Renewal of Agreement for Access to Riverside Oval Pavilion. (Ref: C1772300;
Author: Spyve/Warne) (Continued)**

Joint occupancy is not without its challenges and there have been some minor disagreements between the Clubs that have been sorted by management.

While separate facilities would be preferable, it is not possible at the moment and the "status quo" should remain. Additional football fields and facilities may be developed in the future but at present there is no definitive timeframe for delivery. Government funding may be needed to progress this concept.

Implications

Legal

It is proposed that a new three year agreement be offered to both clubs along similar lines to the existing agreements.

Policy

There is no specific policy on issues of this type.

Financial

The only financial implications are that each club pays an annual access charge being approx. \$40 per month.

Conclusion

The above situation at Riverside Oval is a compromise, but does ensure that higher grade football is played at the best football facility in Queanbeyan. Accordingly, it is proposed that the "status quo" remain and joint tenancy arrangements continue.

Attachments

Nil

DETERMINATION REPORTS

8.2 Reimbursement of Travel Expenses for Members of Consultative Committee on Aboriginal Issues (Ref: C1776123; Author: Spyve/Manser)

Summary

Travel costs for community members has been identified as a significant barrier to community participation in Council's Consultative Committee on Aboriginal Issues. At the 1 September 2016 meeting of the Consultative Committee, the committee made a recommendation (CAI004/16) that members be eligible to receive reimbursement for travel expenses to support attendance of representatives from across the LGA. At the Council meeting of 14 September 2016, further information about the level and form of reimbursements was requested before the recommendation was actioned.

It is proposed that travel expenses should be paid to committee members in accordance with the Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy with the rates set by the NSW Department of Local Government. Members of the committee would only be entitled to claim travel costs for meetings held in townships which were not their community of representation. Administration of the claims would sit with the committee secretariat and the Manager Community and Education. Increased participation of members of the Aboriginal community supports Council's objectives under the CSP as it promotes community engagement and participation in planning and decision making.

Recommendation

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

Background

At the 1 September 2016 meeting of the Consultative Committee on Aboriginal Issues the committee made a recommendation (CAI004/16) that members of the committee be eligible to receive reimbursement for travel expenses to support the attendance of representatives from across the LGA. At the Council meeting of 14 September 2016, further information about the level and form of reimbursements was requested before the recommendation was actioned.

It is proposed that a similar process for the reimbursement of travel expenses as outlined in the Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy be applied to reasonable travel expense claims from members of the Consultative Committee. This means that the rates for reimbursement will be in line with the rate outlined in the adopted policy of Council on Expenses for Councillors, and the rate is updated as changes to the rate for Councillors is amended in accordance with the NSW Dept. of Local Government guidelines.

Members of the committee would only be entitled to claim travel costs for meetings held in townships which were not their community of representation, e.g. members representing the Queanbeyan community could not claim travel allowance to attend meetings in Queanbeyan, members representing the Bungendore community could not claim for meetings held in Bungendore, and members representing Braidwood could not claim for meetings held in Braidwood. Members would

8.2 Reimbursement of Travel Expenses for Members of Consultative Committee on Aboriginal Issues (Ref: C1776123; Author: Spyve/Manser) (Continued)

also not be entitled to claim travel expenses for meetings held in the township which is their usual place of residence.

The entitlement to claim for travel expenses would not entitle the members to claim reimbursement for any other costs associated with attending meetings.

It is recommended that the administrative processes for the claim and payment of travel expenses also be in line with those outlined in the Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy. The Councillor's Expense Claim Form would be used as a template for the committee claim form. The processing of applications for travel expenses will be the responsibility of the committee secretariat, including determining the validity of the claim and confirming the representative's attendance at the meeting for which the claim is made. Approval for the payment of travel expenses will sit with the Manager Community and Education.

At this stage it is difficult to estimate the budgetary impact of the proposed reimbursement of travel expenses. Membership of the committee is fluid, and attendance varies significantly across the year. Currently participation levels for new members representing the Bungendore and Braidwood communities is unknown as the committee has only met once since they were identified. As the majority of active members of the committee are based in Queanbeyan, the first meetings once the committee is reconvened will be held in Queanbeyan. The payment of travel expenses will support and encourage the participation of new members from Bungendore and Braidwood at these meetings.

It is estimated that the likely cost for travel expenses for each Queanbeyan based meeting would be in the order of \$316 per meeting, which equates to \$1,896 per annum if all meetings are held in Queanbeyan.

Table: 1 Estimated Cost of Travel Allowance per Meeting in Queanbeyan

Number of Claims / meeting	Origin Point	Mileage – round trip	Rate – Max 78c/km	Cost
2	Braidwood	150 km	0.78/km	\$117 x 2 = \$234
2	Bungendore	52 km	0.78/km	\$40.56 x 2 = \$81.12
Estimated Total / meeting				\$315.12

Queanbeyan – Braidwood = 73km one way

Queanbeyan – Bungendore = 25.5km one way

Rotation of the meetings to other townships would be beneficial once participation of community members is confirmed. This would raise the travel costs as more members would be making the return trip from Queanbeyan. However, the number of members that would travel from Queanbeyan to meetings in other townships is unknown at this stage.

Implications

Social / Cultural

Payment of reasonable travel costs will support the participation and representation of Aboriginal communities across the LGA.

8.2 Reimbursement of Travel Expenses for Members of Consultative Committee on Aboriginal Issues (Ref: C1776123; Author: Spyve/Manser) (Continued)

Engagement

The payment of travel costs for participants was identified by members of the Consultative Committee on Aboriginal Issues as a means to reduce barriers to participation by members of the Aboriginal community in Bungendore and Braidwood.

Financial

Payment of the travel expenses would be made out of the Community Development Cost Centre budget which is responsible for costs associated with the Consultative Committee.

Cost Centre	Activity.Natural Account	Funding source	Amount
3030	5100.63504	General Revenue	\$ \$2,000 est

Resources (including staff)

Administration of the expense claims would be managed by the committee secretariat and Manager Community and Education

Integrated Plan

Payment of reasonable travel expenses to members of the Consultative Committee on Aboriginal Issues supports the achievement of objectives outlined in the CSP – Provide strong local democracy and civic governance, and Promote and encourage an engaged community.

Conclusion

Travel costs for community members has been identified as a significant barrier to participation in the Consultative Committee on Aboriginal Issues by community representatives. Reimbursement of reasonable travel expenses in accordance with the rates payable to Councillors as set by the NSW Department of Local Government would support participation and improve community representation on the consultative committee. Increased participation of members of the Aboriginal community supports Council's objectives under the CSP as it promotes community engagement and participation in planning and decision making.

Attachments

Nil

DETERMINATION REPORTS

8.3 Adoption of 2017-18 Integrated Plans (Ref: C1776583; Author: Tegart/Tozer)

Summary

Queanbeyan-Palerang Regional Council has developed its first combined suite of Integrated Planning documents for the 2017-18 financial year. The documents developed include a draft Operational Plan, draft Revenue Policy and draft Fees and Charges. Due to the NSW Government's rate path freeze policy, Council is unable to commence harmonisation of rating categories and rates paths until the 2020-21 financial year. Council has, however, consolidated the majority of its fees and charges as shown in the Fees and Charges document.

The documents have been placed on public exhibition and are now recommended for adoption, with changes listed below. The Local Representation Committee also provided advice on the submissions.

Prior to the exhibition of the draft Integrated Plans, Council exhibited the Strategic Directions discussion paper. Council's Operational Plan has been based on the Strategic Directions and following that exhibition period they are also recommended for adoption.

Recommendation

1. **That following the consideration of public submissions made on the draft Integrated Planning documents and in accordance with Section 402(6), 404(4) and 404(5) of the Local Government Act 1993, Council adopt the Operational Plan 2017-18 with the amendments shown below:**
 - a. **Allocate \$17,500 towards a Shop Local Promotion in Braidwood and Bungendore for Christmas 2017 - \$17,500**
 - b. **Adjust expenditure for Ellerton Drive Extension project due to the requirement to finalise acquisitions – increase from \$1.95m to \$8.25m (funding source - grants from RMS)**
 2. **That Council consider the recommendations of the Local Representation Committee (see attachment) from its meeting on 16 June 2017**
 3. **That Council notes and welcomes the \$38m roads package announced in the NSW Budget for 2017-18 for Queanbeyan-Palerang to upgrade Nerriga Rd, duplicate Old Cooma Rd and improve the Kings Highway intersection at Bungendore intersection. Council will work with the NSW Roads and Maritime Service to better understand the package and funding arrangements and incorporate in the first quarter budget review.**
 4. **That in accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council approve expenditure in the adopted Operational Plan 2017-18**
 5. **That in accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council vote funds to meet the expenditure in the adopted Operational Plan 2017-18.**
-

**8.3 Adoption of 2017-18 Integrated Plans (Ref: C1776583; Author: Tegart/Tozer)
(Continued)**

- 6. That Council adopt the Revenue Policy in accordance with Section 405 of the Local Government Act 1993.**
 - 7. That Council adopt the Fees and Charges in accordance with Section 608 of the Local Government Act 1993 subject to the following:**
 - a. Amend the fee for rezonings from \$2,500 per advertisement to 'at cost'**
 - 9. Council note that the adopted Operational Plan 2017-18 will be available to the public via Council's website following amendments shown in this report.**
 - 10. Those persons who made submissions to the Draft Integrated Plans be thanked for their submission and be advised in writing of Council's decisions.**
 - 11. That Council note the submissions made on the Strategic Directions discussion paper and adopt the document.**
-

Background

During the 2016-17 financial year, the Operational Plans that were drafted by the two former councils were implemented. As required by the NSW Department of Premier and Cabinet (DPC), Council has consolidated its Operational Plan, Fees and Charges and Revenue Policies for the 2017-18 financial year.

Many of the projects contained in the Operational Plan relate to studies and strategies undertaken by the former councils. There are also a number of projects associated with the merger and the allocation of the \$9m Stronger Communities Fund.

The Operational Plan has been framed around the new services framework and reflects the community engagement and organisation performance ambitions of the Stronger Councils Framework.

The Operational Plan has been developed based on the Strategic Directions that were presented to the community in early 2017 for comment (see engagement section for further details). The Strategic Directions are:

- **Community:** A safe, harmonious, happy and healthy community leading fulfilled lives
- **Choice:** A diverse, resilient and smart economy that creates choice and job opportunities
- **Character:** A clean, green community that cherishes its natural and physical character
- **Connection:** A well connected community with good infrastructure enhancing quality of life
- **Capability:** A capable organisation that leads a community which is engaged and participative

**8.3 Adoption of 2017-18 Integrated Plans (Ref: C1776583; Author: Tegart/Tozer)
(Continued)**

Implications***Local Representation Committee – Feedback***

The Local Representation Committee was presented with all submissions and staff recommendations at their meeting on 16 June 2017. Comments and recommendations from the LRC have been included in the engagement report attachment.

Engagement

The following summarises feedback on the exhibited documents:

Integrated Plans

Queanbeyan-Palerang Regional Council's draft Integrated plans were publicly exhibited between 11 May 2017 and 8 June 2017. The documents – draft Operational Plan, draft Revenue Policy and draft Fees and Charges – were advertised and made available via:

- Regular Council advertisement in Queanbeyan Age, Braidwood Times and Bungendore Weekly
- Displays at Council's Customer Service Centres and libraries
- Media releases
- Numerous social media posts
- Presentations at three Council-run community meetings
- Presentation at Googong Residents' Association meeting
- Response to media enquiries
- Council's Your Voice community engagement website

A number of submissions made requests for funding for a range of projects. Due to Council's relatively small predicted surplus of \$17,000 (updated budget result shown below), the ability to provide additional funding is limited. The majority of submissions were in relation to the Ellerton Drive Extension. Council has addressed comments relating to funding, other options, timing of approval and the development of an Integrated Transport Study.

Council received 47 submissions on its draft Integrated Plans, with 11 of these received via the Your Voice QPRC engagement hub. Others were received by email to Council.

Data obtained from the Your Voice QPRC site showed that:

- 610 users visited the page
- 450 document downloads (255 for draft Operational Plan)
- Most visitors came via Council's Facebook page (216), with 78 from Council's website.
- Of those who submitted online and had identified their suburb, eight were from the Queanbeyan/Jerrabomberra/Googong area

A report on the engagement is attached. This report contains either the full submission or a summary, depending on the size. Where a summary is included, the full submission has been attached separately.

**8.3 Adoption of 2017-18 Integrated Plans (Ref: C1776583; Author: Tegart/Tozer)
(Continued)**

Strategic Directions

Council exhibited the Strategic Directions discussion paper from 24 March until 21 April and advertised this via newspapers, social media, website and displays at customer service centres and libraries.

Council received four submissions on the Strategic Directions discussion paper which are shown in the attachment.

Financial

The draft Operational Plan includes a detailed budget for the 2017-18 financial year. When this was originally presented to Council on 10 May 2017, Council was predicting a surplus of \$42,000. At this meeting, the Administrator resolved to allocate \$25,000 towards the erection of shade sails at the revamped Queen Elizabeth II Park in Queanbeyan. Further analysis of the Queen Elizabeth II Park budget has identified unspent funds that could cover the installation of the shade sails. Therefore, the \$25,000 that has been allocated to the shade sails for 2017-18 has been removed.

In reviewing the budget following the Operational Plan exhibition, staff also identified \$30,000 in additional funding within the events section.

The adjusted budget position became \$72,000.

Council resolutions and endorsements for support of a Shop Local Promotion for Braidwood and Bungendore (\$17,500) have resulted in a predicted budget surplus of \$54,500.

The LRC has made recommendations (see attachment) for the allocation of \$37,000 of the surplus.

A number of submissions have requested funding for a range of works and projects. Council staff have provided comment based on the predicted budget result of a \$17,000 surplus.

Integrated Plan

The 2017-18 Integrated Plans are not linked to a previously adopted Delivery Program. Over the coming months, staff and the newly-elected Council will develop a draft Delivery Program to guide the organisation over the coming three-year period.

Conclusion

Council's draft Integrated Plans highlight a range of projects and services that will be implemented during the 2017-18 financial year.

**8.3 Adoption of 2017-18 Integrated Plans (Ref: C1776583; Author: Tegart/Tozer)
(Continued)**

Attachments

Attachment 1	Collated submissions (redacted) <i>(Under Separate Cover)</i>
Attachment 2	Submission 009 - redacted_Part1 <i>(Under Separate Cover)</i>
Attachment 3	Submission 009 - redacted_Part2 <i>(Under Separate Cover)</i>
Attachment 4	Summary of engagement report - Strategic Directions <i>(Under Separate Cover)</i>
Attachment 5	Legal advice regarding Submission 009 (1) <i>(Under Separate Cover)</i> - CONFIDENTIAL
Attachment 6	Legal advice regarding Submission 009 (2) <i>(Under Separate Cover)</i> - CONFIDENTIAL
Attachment 7	Legal advice regarding Submission 009 (3) <i>(Under Separate Cover)</i> - CONFIDENTIAL
Attachment 8	Summary of engagement report - draft Integrated Plans 2017-18 <i>(Under Separate Cover)</i>

8.4 General Donations Distribution 2017/18 (Ref: C1785926; Author: Tegart/Gowen)

Summary

Applications for financial assistance from the community under the QPRC Annual Grants Program for the next financial year closed on 25 May 2017. Council is requested to consider the applications and approve donations in accordance with the QPRC Donations Policy.

Recommendation

That Council:

- 1. Consider all donations as listed in Attachment 1, noting the amount is \$52,767.50;**
 - 2. Consider application No. 14 under Category B funding, being for the hire of Bicentennial Hall;**
 - 3. Increase the Donations vote by \$12,767 for the financial year 2017/18, should all donations be approved;**
 - 4. Require all recipients of donations under Category A to complete an acquittal form;**
 - 5. Consider increasing the total General Donations vote from \$50,000 to \$60,000 per year commencing with the QPRC Operational Plan and Budget 2017/18 and unallocated funds (\$7,234) be retained for the “Emergency” vote and/or other defined donations as agreed to by the Council;**
 - 6. Include a statement in the Donations Policy limiting the maximum donation to an organisation to \$4,000;**
 - 7. Give consideration to the late submissions referred to in this Report.**
-

Background

Council adopted a new QPRC Donations Policy on 12 April 2017, to provide financial assistance to various sections of the local community.

Council invited applications for donations under the Annual Grants Program and received a total of 35 applications by the closing date. Five further submissions were received after closing date. Copies of those applications have been provided under separate cover.

The total amount of funding sought is \$52,767.50, exceeding the \$40,000 vote by \$12,767.50.

Consideration of the late submissions would cost a further \$2,989, increasing the deficit to \$15,756.50.

**8.4 General Donations Distribution 2017/18 (Ref: C1785926; Author: Tegart/Gowen)
(Continued)**

Implications**Policy**

The Donations Policy states in part:

- 2.1 Council is committed to providing financial assistance for the development of positive and beneficial projects within the community which address identified objectives in the QPRC Community Strategic Plan. Preference will be given to organisations that are based, or have a branch, in the QPRC area.
- 2.2 Council will assess applications and proposals for financial assistance against established criteria and will ensure compliance measures are met.

The Donations Policy provides for four categories of assistance, of which three, viz Categories A, B and C below, are relevant for the purpose of this report.

2.6.1 Category 'A' Funding – general assistance

- (a) The relief of poverty, hardship or provision of assistance to less advantaged persons through welfare services and facilities, public health services and facilities, education services and facilities, transport services and facilities, and housing.
- (b) The advancement of education through education services and facilities.
- (c) Any other purpose for which there is agreement by resolution of Council.
- (d) From time to time, Council may make funds available under its Annual Grants Program for local, not-for-profit community groups and, in some cases, individuals. The aim is to support a wide range of activities that builds community capacity, fosters social networks and information exchange, facilitates cooperation and builds on existing community strengths.

2.6.2 Category 'B' Funding – hire/lease fees

Financial assistance will be provided to community, not-for-profit or charitable organisations that wish to hire or lease a Council facility but are unable to meet this cost. The grant will be non-monetary and will be recognised financially as a donation and as income for the facility. The grant will be either full or partial payment of venue hire or lease (see **Clause 5** for conditions relating to this category).

2.6.3 Category 'C' Funding – rates, fees and annual charges

- (a) Council will make annual donations as provided in **Schedule 1** to this policy. Council will review this Schedule every two years.
- (b) Council may, at its discretion, consider upon application a one-off rates rebate for sporting, recreational and other community organisations.
- (c) Eligible organisations in (b) above must demonstrate that such donations will enable a particular purpose or project to be undertaken that meets QPRC's strategic objectives.
- (d) Eligible organisations in (b) above may receive a rebate of up to 100% of Council's rates and charges, depending upon their level of eligibility (see **Schedule 4** for eligibility criteria calculations).

**8.4 General Donations Distribution 2017/18 (Ref: C1785926; Author: Tegart/Gowen)
(Continued)**

- (e) Council will consider the waiving of fees and charges for not-for-profit community organisations and s.355 committees on a one-off basis for development application fees and associated charges (see **Schedule 2** for a full list of relevant fees and associated charges).
- (e) Annual charges for waste, water and sewerage services, where these services are available, will be levied in accordance with Council's pricing policies for these services. Community organisations may apply under the Annual Grants Program for a donation towards these costs.
- (f) Where a ratepayer can demonstrate a high level of non-discretionary water use due to the requirements of a home dialysis patient, Council will grant a 100% rebate on the water access charge to their property. The application for such a rebate must be supported by a current doctor's certificate.

NOTE 1: Churches and religious bodies are exempt from all rates under s.555 of the *Local Government Act 1993*.

NOTE 2: There is no legislative requirement for Council to provide relief to sporting, recreational and community organisations for rates and charges. Any donation provided for this purpose is at Council's discretion.

Financial

Council's total donations vote in the 2017 budget is \$50,000, of which an amount of \$40,000 is available for distribution to community organisations upon application; and the remaining \$10,000 generally being allocated to cover emergency situations.

The term "emergency" is defined "as an event of serious financial consequences that was not foreseen at the time when applications for donations were called and can be classified as a natural disaster such as flood, fire, storm, tempest and catastrophe for which there is a one off plea for funding; or some other emergency situation which has arisen and which affects a local charitable organisation having a base or affiliation in the QPRC Local Government Area. Applications for Emergency Funding (Donations) are considered on their merits when lodged.

If Council wishes to approve all applications, including late applications, in accordance with the calculation of their level of eligibility as per Schedule 4 of the Donations Policy, the budget allocation will need to be increased by \$12,767 for the 2017/18 financial year.

Further, Council may wish to consider increasing the General Donations vote from \$50,000 to \$60,000 per year commencing with the QPRC Operational Plan and Budget 2017/18 and the unallocated funds of \$7,234 in the current financial year be retained for the "Emergency" vote and/or other defined donations as agreed to by the Council.

Alternatively, given the considerable over-subscription of available funding for the 2017/18 financial year, Council may determine that it will not accept any late applications this year, and refer these to the 2018/19 call for applications.

Attachments

Attachment 1 General Donations Summary 2017 (*Under Separate Cover*)

8.5 Land Classifications - Lot 1365 DP 1217419 (44 Helen Circuit) Googong and Lot 678 DP 1228382 (16 Weatherstone Circuit) Googong (Ref: C1786089; Author: Spyve/Warne)

Summary

Section 31(2) of the *Local Government Act* states that “before a Council acquires land, or within 3 months after it acquires land, a Council may resolve (in accordance with this Part) that the land be classified as community land or operational land.” This report proposes classifying Lot 1365 DP 1217419 (44 Helen Circuit, Googong) and Lot 678 DP 1228382 (16 Weatherstone Circuit, 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. Lot 1365 DP 1217419 (44 Helen Circuit, Googong);
 2. Lot 678 DP 1228382 (16 Weatherstone Circuit, Googong).
-

Background

Lot 1365 DP 1217419 (44 Helen Circuit, Googong)

On 23 May 2017, ownership of Lot 1365 DP 1217419 (44 Helen Circuit, Googong) was transferred to the Council. This property is Public Reserve and has been dedicated to the Council under the Googong Voluntary Planning Agreement. Refer Plan A on Page 2. A proposal to use part of the land as a community garden is detailed in a separate Report to Council, also being tabled at this meeting. The remainder of the land will be open space.

Lot 678 DP 1228382 (16 Weatherstone Circuit, Googong)

On 25 May 2017, ownership of Lot 678 DP 1228382 (16 Weatherstone Circuit, Googong) was transferred to the Council. This property is Public Reserve and has been dedicated to the Council under the Googong Voluntary Planning Agreement. Refer Plan B on Page 2. It is dedicated for use as drainage reserve.

Council can classify the properties as either “operational land” or “community land”. These 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

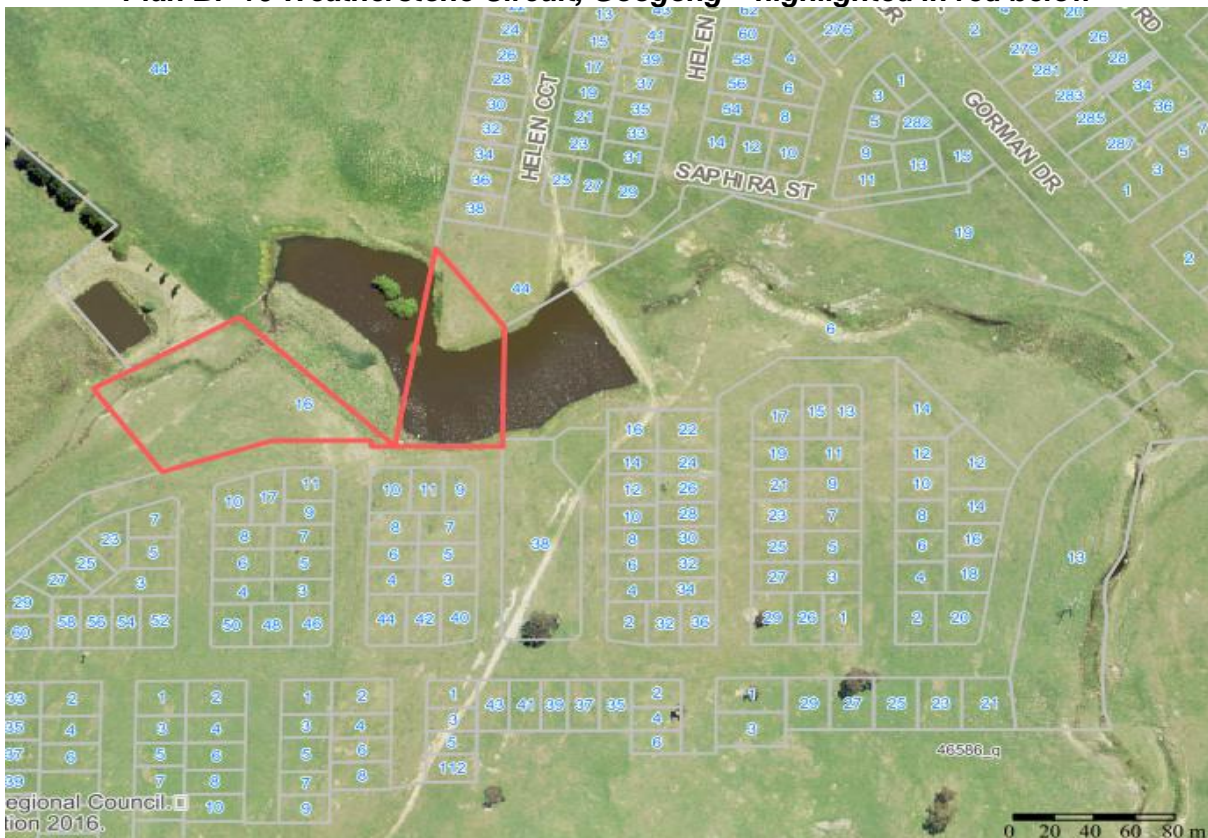
It is appropriate for these two properties to be classified by the Council as “community land”.

8.5 Land Classifications - Lot 1365 DP 1217419 (44 Helen Circuit) Googong and Lot 678 DP 1228382 (16 Weatherstone Circuit) Googong (Ref: C1786089; Author: Spyve/Warne) (Continued)

Plan A: 44 Helen Circuit, Googong – highlighted in red below



Plan B: 16 Weatherstone Circuit, Googong – highlighted in red below



8.5 Land Classifications - Lot 1365 DP 1217419 (44 Helen Circuit) Googong and Lot 678 DP 1228382 (16 Weatherstone Circuit) Googong (Ref: C1786089; Author: Spyve/Warne) (Continued)

Attachments

Nil

8.6 ICT Strategic Plan (Ref: C1786108; Author: Tegart/Gibson)

Summary

QPRC has completed the preparation of its first ICT Strategic Plan which will guide the investment and actions to design, develop and deliver services, automate existing services, to more effectively interact and transact with stakeholders, as well as inform the decision making around workforce selection and staff development.

Recommendation

That:

- 1. Council adopt the ICT Strategic Plan noting it informs the Resourcing Strategy.**

Background

QPRC partnered with the Noetic Group to undertake a 'Current State' analysis of ICT operations for both the former entities of Palerang Council and Queanbeyan City Council. From that baseline study the desired operational Future State was then determined along with gap analysis to inform the ICT Strategic Plan.

The ICT Strategic Plan has been developed in recognition of the highly volatile environment in which QPRC is currently operating as it progresses through its major transition process influenced by both internal and external drivers. A key internal driver has been the merger of the previous Queanbeyan and Palerang Councils. The transition process has resulted in extensive changes to QPRC's organisational structure, processes and systems. These changes have a significant impact on how ICT supports this reform and the changing nature of the organisation. Technology also increasingly plays an enabling role in facilitating these changes. For instance, the merger transition process presents opportunities for rationalisation, improvements and better integration of business systems. The merger process has also directly impacted the ICT operations in bringing together different teams, systems, processes, governance arrangements, infrastructure etc. into a single, unified ICT environment. This merger and transition process is a central consideration in developing the future ICT strategies and priorities for QPRC.

The significant internal changes will be supported by the respective strengths of both former organisations and their ICT environments. There is a strong platform for providing ICT products and services that meet the diverse needs of staff and residents. For instance, the former Queanbeyan City Council has made significant investments in its ICT infrastructure which provides a stable and robust platform for growth, while the former Palerang Council has established a lean, agile and responsive approach to ICT governance and project delivery that can be reused and repurposed across the new organisation. These strengths, and other assets across the domains of people, process and technology, therefore provide a strong basis from which to provide and improve ICT products and services over the next three years.

QPRC must also respond to changes in its external environment and position itself to quickly respond to future impacts, be they opportunistic partnering for digital services or technological advances as the rapid uptake of digital services and innovative technologies is also driving increased user expectations as the community demands a better customer experience,

8.6 ICT Strategic Plan (Ref: C1786108; Author: Tegart/Gibson) (Continued)

commonly characterised by digital/online services. Government policies, directions and investments are also driving changes in the ICT environment. Commonwealth, state and local government continue to make investments in digital workplace policies and there are opportunities for QPRC to partner with other organisations to promote innovation in ICT service delivery.

To ensure an adequate response to these drivers, QPRC has consulted widely across the organisation and conducted wide ranging analyses to understand current and future ICT needs and identify how QPRC needs to respond to the changes in its internal and external environment. This process has highlighted the need to view ICT as a key enabler of the organisation's transformation process, but to do so in a way that places business outcomes and needs at the centre of the ICT organisation. As such, this ICT Strategic Plan identifies a number of strategies that respond to these challenges and opportunities, and the objectives that sit below each strategy have been grouped in the domains of people, process and technology. As such, this is not a 'technology plan', but a key strategic planning artefact that needs to be owned and driven by all parts of the organisation to ensure that their current and future needs are supported through a whole-of-capability approach to ICT which encompasses people, process and technology.

Environmental & Sustainability

The eventual design and development of enhanced means of "doing business" with Council through digital platforms will have the flow on effects of the reduction in the need to produce paper documents as well as providing options with regard to the locations from which the community and rate payers can transact with Council. The design of the new Queanbeyan Headquarters will have regard to the technology options to improve interaction and productivity.

Social / Cultural

The social and cultural benefits include the development of omni-channel solutions from which the community and rate payers can choose to interact with Council. In turn, Council will continue to enhance the means by which it "hears" and responds to the "Voice of the Community".

Strategic

The ICT Strategic Plan forms part of a suite of external and internal focussed strategies to re-set the digital interactions of council. There is a relationship of the ICT Strategy with the Smart City and Digital Workplace strategies (yet to be presented to Council), all of which will inform technology investments and workplans for staff, based on the adopted and funded recommendations.

Financial

The ICT Strategic Plan is an input to the Resourcing Strategy and subsequently the Long Term Financial Plan. Each of the strategies described in the document will be analysed further and developed as scoping documents to an array of programmes and projects to deliver the intent of the ICT Strategic Plan through future Operational and Delivery Plans.

It is noted the harmonisation and implementation of new enterprise software (TechOne) and the global collaboration, project and performance reporting software (CAMMS) collectively consume the bulk of merger grant from the government.

Conclusion

The ICT Strategic Plan is an integral pathway to change the way Council will do business (transact and interact) and communicate with community and staff, and represents a substantial investment in the transition into the new QPRC over the next few years.

Attachments

Nil

8.7 Sports Assistance Scheme (Ref: C1789378; Author: Hansen/Penman)

Summary

An Application has been received from Queanbeyan YMCA for a Sports Assistance Scheme grant to support Ms Vera Chalneva following her selection to represent New South Wales at the 2017 Australian Gymnastics Championships in Melbourne from 30 May 2017 until 4 June 2017.

Recommendation

That Council approve a grant to the Queanbeyan YMCA from the Community Assistance Scheme of \$300.00 to support Ms Vera Chalneva attending the 2017 Australian Gymnastics Championship.

Background

Council's Community Assistance program has three categories being Sports Assistance, Cultural Arts Assistance and General Donations. Eligible community groups may apply for funding from the program subject to meeting the criteria for the relevant category.

Queanbeyan YMCA has requested that Council fund an amount of \$300.00 from the Scheme to match their contribution of \$300.00. They advised that the total cost to attend the Championships will be in excess of \$1900. (See attached information).

The application from the Queanbeyan YMCA meets the selection criteria for the Equipment Assistance category of the Sports Assistance Scheme.

The 2017 Australian Gymnastics Championships is also a trial event for the 2018 Commonwealth games

Sufficient funds are available in the Sports Assistance Scheme to support this application.

Implications

Social / Cultural

The Local gymnastics community will benefit from the experience gained by Ms Chalneva as she attends the Australian Gymnastics Championships.

Engagement

The Sports Assistance Scheme is available to all Queanbeyan-Palerang based sporting clubs.

Financial

This application qualifies for the maximum funding permitted through the Scheme for an athlete attending a National event. The maximum amount that may be funded by the Scheme in this circumstance is \$300.00 subject to the amount being matched on a dollar for dollar basis.

**8.7 Sports Assistance Scheme (Ref: C1789378; Author: Hansen/Penman)
(Continued)**

Program Code	Expense Type	Funding source		Amount
100	Donation	Sports Assistance Scheme	\$	300.00

Conclusion

The application received by the Queanbeyan YMCA meets all of the criteria for the Sports Assistance Scheme.

Attachments

Attachment 1 Sports Assistance Scheme - completed application form - Queanbeyan YMCA - Vera Chalneva - **CONFIDENTIAL**

8.8 Councillor Fees - Local Government Remuneration Tribunal Determination for 2017-18 (Ref: C1790417; Author: Spyve/Spyve)

Summary

The Local Government Remuneration Tribunal released a councillor remuneration determination on 12 April 2017. Council needs to determine its remuneration levels as it prepares for the return of elected members post the September 9 Local Government elections. The Local Government Remuneration Tribunal has undertaken a new classification of councils to accommodate the 20 new councils arising from the local government merger process. Queanbeyan-Palerang Regional Council is now classified as a Regional Rural Council. This report allows Council to officially adopt the councillor remuneration in line with the April 2017 Determination which will take effect from 1 July 2017.

Recommendation

That Council

- 1. Note that the Local Government Remuneration Tribunal set new remuneration levels for Mayors and Councillors in its 12 April 2017 Determination.**
 - 2. Retain the policy position of the former council to apply the maximum remuneration level applicable to the category of the Council**
 - 3. In accordance with the Tribunal's Determination adopt the remuneration levels as follows:**
 - Councillors - \$19,310;**
 - Mayor - \$42,120 in addition to the Councillor fee;**
-

Background

Section 241 of the Local Government Act 1993 (the Act), established a Local Government Remuneration Tribunal as an independent body to determine the category of each Council and the fees to be paid to Mayors and Councillors of Councils as well as chairpersons and members of County Councils. The latest determination was released on 12 April 2017 where the Tribunal noted *"The majority of councils will receive an increase of 2.5 percent only which is consistent with the government's wages policy."*

These new fees were to be applicable from 1 July 2017.

The Tribunal noted that in undertaking this review a number of councils have been amalgamated resulting in the creation of 20 new councils. The impact of this structural change has seen an overall reduction in the number of councils in NSW from 152 to 128. The Report notes that *"...this significant change has prompted a review of the existing categories and the allocation of councils into each of those categories."* The outcome of this process has resulted in NSW councils now being categorised into one of nine groups of councils which are split between two broad categories of Metropolitan and Non-metropolitan councils as set out in the table below:

8.8 Councillor Fees - Local Government Remuneration Tribunal Determination for 2017-18 (Ref: C1790417; Author: Spyve/Spyve) (Continued)

Metropolitan Councils	Non-Metropolitan Councils
• Principal CBD	• Regional City
• Major CBD	• Regional Strategic Area
• Metropolitan Large	• Regional Rural
• Metropolitan Medium	• Rural
• Metropolitan Small	

Within this new categorisation, Queanbeyan-Palerang Regional Council has been deemed to be a Regional Rural Council.

The Tribunal notes that the characteristics of a Regional Rural council are:

Councils categorised as Regional Rural will typically have a minimum population of 20,000-

Other features which distinguish them from other non-metropolitan councils include:

- *a major town or towns with the largest commercial component of any location in the surrounding area*
- *a significant urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages or may be located on or close to the coast with high levels of population and tourist facilities*
- *provide a full range of higher-order services including business, office and retail uses with arts, culture, recreation and entertainment centres*
- *regional services to the wider community through principal referral hospitals, tertiary education services and major regional airports*
- *these councils may also attract large visitor numbers to established tourism ventures.*

In accordance with Section 248 of the Act, Council must pay Councillors an annual fee and this fee must be fixed annually taking into consideration the determination of the Local Government Remuneration Tribunal. The annual fees fixed by Council must be the same for each Councillor and be paid by monthly instalments in arrears.

Under Section 249 of the Act, the Council must pay the Mayor an annual fee which is in addition to the fee paid to the Councillors.

Although Queanbeyan-Palerang Council is currently operating under the control of an Administrator, it is important for it to adopt the latest remuneration level in preparation for the return of councillors as at the September 2017 local government elections. The setting of the remuneration levels is seen as an important step in the preparation for the return of elected representation within the region.

Accordingly, this means that the annual remuneration for the Mayor and councillors needs to be officially adopted as follows:

Mayor	\$42,120
Councillor	\$19,310

8.8 Councillor Fees - Local Government Remuneration Tribunal Determination for 2017-18 (Ref: C1790417; Author: Spyve/Spyve) (Continued)

Implications***Legal***

The Local Government Remuneration Tribunal functions as an independent body to assess remuneration levels within the sector. When preparing for a determination the Tribunal normally seeks submissions from peak bodies (eg. Local Government NSW) as well as the sector itself.

Policy

Most councils have a policy of adopting the maximum as set by the Tribunal. This approach was followed by the former Queanbeyan City Council and is proposed to be maintained within the new Council.

Engagement

The Local Government Remuneration Tribunal undertook consultation with councils across the sector as well as with Local Government NSW in respect of this latest determination. The Tribunal noted that there appeared to be broad support for the new categorisation model and 2.5% increase.

Financial

The latest determination from the Local Government Remuneration Tribunal has determined that Mayors and Councillors should receive an increase in their allowance of 2.5% which is in line with the NSW Government's wages policy. This will see the remuneration levels for the returning councillors post the September 9 Local Government Elections be as follows:

Mayor	*	\$42,120
Councillor		\$19,310

*(*Note that the Mayor is entitled to receive the Mayoral Allowance in addition to the Councillor Allowance)*

These new fees will be effective as of **1 July 2017**.

Conclusion

This report seeks to officially adopt remuneration levels as set out in the April 2017 Local Government Remuneration Tribunal Determination. This will allow the Council to apply these remuneration levels to the new councillors once they are elected in the September 2017 local government elections.

Attachments

Nil

8.9 Lot 4 and Lot 11 DP758183 Gibraltar St and Turallo Terrace, Bungendore (Ref: C1790644; Author: Spyve/Warne)

Summary

A request has been received to dedicate land at Bungendore as a road. The land is in the name of the original subdivider and for all intents appears as a laneway to access the rear of land similar to other laneways in that part of Bungendore but the land is not in the ownership of the Council.

The dedication of the road would allow development options for the adjacent land. The proposal is supported.

Recommendation

- 1. That the Council support in principle the dedication of Lot 4 & Lot 11 DP758183, between Gibraltar St and Turallo Terrace Bungendore.**
 - 2. That the proposal be advertised in a locally circulating newspaper and the adjoining property owners be advised of this proposal.**
 - 3. That the application be progressed in accordance with S 16 and S17 of the *Roads Act 1993* if no adverse response is received.**
 - 4. If there are objections to the proposal, the matter be again considered by the Council.**
-

Background

This is an old system title issue that exists at Bungendore and the history to this matter is long and complex.



8.9 Lot 4 and Lot 11 DP758183 Gibraltar St and Turallo Terrace, Bungendore (Ref: C1790644; Author: Spyve/Warne) (Continued)

The above diagram shows the five lots in DP 1055202 (*the five lots*) Adjacent to the west of this land are two lots being Lot 4 & Lot 11 DP758183 (*the two lots*) which effectively when combined is a laneway that services the *five lots* but is not legally recognised as such. Part of lot 4 is fenced into Lot 1 DP 1055202, whilst the balance and lot 11 is fenced into the adjoining paddock. (*Lot 2 DP1071666*). The land runs between Gibraltar St and Turallo Terrace.

The *two lots* were originally part of a larger parcel of land vested in *Charles A Garrard* in 1888 and were created by an old system subdivision in or around 1890. The adjacent lands have been subdivided on several occasions since that time. The most recent being in 2004 whereby the *two lots* mistakenly were referred to as laneway on the plan of subdivision.

Logically it appears that the *two lots* were intended to be a “night cart” lane for the *5 lots* which is similar to others that exist at Bungendore but vest in the Council. Nevertheless, the laneway still vests in the name of the original subdivider.

A search of old system conveyances is “grey” as to whether some right of carriageway or access benefits the *five lots*. It is understood that an application was made by the owner of Lot 2 to Land and Property Information to acquire part of the *two lots* by adverse possession, but the application was not supported because of these potential encumbrances.

The two lots were not recognised in the former Yarrowlumla property database and are shown in the former Palerang property database as “unknown owner” and are not rated.

The owner of the *five lots* has been trying to establish legal rights to have the *two lots* recognised for legal access purposes for many years, initially through her parents and more recently individually. The owner is keen to develop upon the land, but until legal access is clarified development approval could not be provided.

This matter has been discussed with the former Councils for some time and there has been no resolution. In 2003 the former Yarrowlumla Council addressed the issue and concluded that the dedication of *two lots* as a public road was the preferred option. This was around the time of the restructure that created Palerang Shire and it is assumed that the proposal “fell through the cracks” at that time.

Provision exists in the *Roads Act 1993* to dedicate land as public road in these type of situations.

There is merit seen in dedicating the *two lots* as public road in that it would allow the *five lots* to be developed and also would provide opportunities for Lot 2 to be developed. Accordingly, it is proposed that the Council use these provisions to correct the current situation.

Implications***Legal***

Where land is set aside in a subdivision for the purposes of a road prior to 1907, the Council by providing notice in the Government Gazette can have the land dedicated as public road; the land described in the declaration becomes free of all trusts, restrictions, dedications, reservations, obligations and interests, and is dedicated as a public road. Further, no compensation is payable.

Prior to doing so the Council must cause at least 28 days’ notice of its intention to do so to be served on the owner of the land. During that period of 28 days, the owner of the land may, in accordance with rules of court, apply to the Land and Environment Court for a

8.9 Lot 4 and Lot 11 DP758183 Gibraltar St and Turallo Terrace, Bungendore (Ref: C1790644; Author: Spyve/Warne) (Continued)

declaration that the land should not be dedicated as a public road which is considered highly unlikely. If such an application is received then the Land and Environment Court would make such decision as it thinks fit with respect to the application.

Engagement

In addition to the legal requirements of the *Roads Act 1993*, it is also considered prudent that adjoining owners be advised of the proposed road dedication and the proposal be locally advertised.

Prior to formally proceeding with the road dedication, any comment received should be reviewed by the Council.

Financial

Minimal expenses is foreseen with the progression of the road dedication.

wProgra m Code	Expense Type	Funding source	Amount
		General Fund – legal and advertising expenses	\$ 1,000

Conclusion

Dedication of the *two lots* as public road is seen as the best way forward and would resolve the access issues to the *five lots* in addition to providing development options for the other adjacent land.

Attachments

Nil

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang)

Summary

Reason for Referral to Council

This application has been referred to Council because of the proposed development's inconsistency with the relevant provisions of the Queanbeyan Local Environmental Plan 2012 and significant variations to requirements in the Googong Development Control Plan and Queanbeyan Development Control Plan 2012. The application is recommended for refusal.

Proposal:	Subdivision of land to create 13 x Torrens Title lots, 1 x Strata lot, 1 residue lot and 1 x public laneway, and erection of 13 x dwellings (including 1 x dwelling house, 7 x attached dwellings, 4 x semi-detached dwellings and 1 studio dwelling)
Applicant/Owner:	Googong Township Pty Limited (GTPL)
Subject Property:	Lot 1329 DP 1217419 (formerly known as Lot 63 DP 1208211) Corner of Helen Circuit and Gorman Drive, Googong
Zoning and Permissibility:	R1 General Residential under Queanbeyan Local Environmental Plan 2012. Subdivision and erection of dwellings are permitted with consent.
Public Submissions:	Nil
Issues Discussed:	Planning Requirements Non-compliance with the Queanbeyan Local Environmental Plan 2012 (QLEP 2012). Non-compliance with Parts 4, 5 and 7 of the Googong DCP Variations to the requirements under Parts 4, 5 and 7 of the Googong DCP
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

Recommendation

That Development Application 90-2016 for the Subdivision of land to create 13 x Torrens Title lots, 1 x Strata lot, 1 residue lot and 1 x public laneway, and the erection of 13 x dwellings (including 1 x dwelling house, 7 x attached dwellings, 4 x semi-detached dwellings and 1 studio dwelling) on Lot 1329 DP 1217419 (formerly known as Lot 63 DP 1208211) corner of Helen Circuit and Gorman Drive, Googong be refused for the following reasons;

Reasons for Refusal:

- 1. The proposal does not comply with the Queanbeyan Local Environmental Plan 2012 (QLEP 2012) in the following areas:**
-

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

- a) The proposal does not meet the R1 General Residential zone objectives to ensure that new development provides for the housing needs and good amenity for residents as the proposed vehicular access/public laneway is unsatisfactory and is likely to generate traffic impact on the development on site and on the locality. Without a suitable footpath along the proposed narrow laneway that will connect the site to a network of footpaths in the area, the proposal does not promote a walkable neighbourhood and sense of community. The narrow public laneway is likely to cause conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway.

 - b) The proposal does not comply with Clause 4.1 of the QLEP 2012 as the proposed development will have adverse impact on the functions and safety of main roads in the area. The proposal is not well designed as a suitable vehicular access with acceptable footpath in the laneway verge cannot be provided for the proposed development which will have impacts on the safety and amenity of the residents and environment.

 - c) The proposal does not satisfy the requirements under Clause 7.9 of the QLEP to ensure the development has a suitable vehicular access. The proposed narrow public laneway without any treatments such as footpath will give rise to increased conflict between pedestrian, vehicles, garbage vehicles and emergency services vehicles using the laneway and traffic impact in the locality. It represents poor design and unsuitable development on site and in the locality.
2. The proposed development does not comply with the following parts of the Googong Development Control Plan:
- a) The proposal does not comply with Clause 4.2 of the Googong DCP as the proposed narrow public laneway without a suitable footpath that will connect the site to a network of footpaths in the area will not promote a walkable neighbourhood. It will give rise to increased conflict and risk between resident pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway.

 - b) The proposal does not comply with Clause 5.2, Clause 5.8 and Clause 7.3 of the Googong DCP. The public laneway component of the proposal is not considered well designed as it does not provide for suitable and safe vehicular access and vehicle manoeuvrability that meet the requirements under Council policies as follows:
 - i. The proposed laneway exceeds the maximum length for the laneway in the DCP and does not include satisfactory treatments to reduce the gun barrel affects.
 - ii. The application is not supported by the Local Development Committee due to residents and public safety issues, unsuitable access for service vehicles
-

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

- and emergency service vehicles, potential traffic volumes and use of the laneway (legal intent of motorists)
- iii. Council would have to maintain an asset that is under designed for its use and this is not in the public interest to be a public asset in its current form.
 - c) The proposal does not comply with Clause 7.9 of the Googong DCP as pedestrian and vehicle access ways of all dwellings are not separated and not clearly distinguishable, and with the proposed traffic generation, external traffic inputs and geometry of the lane it delivers a design that is not in the interest of Council as a public asset.
3. The proposed narrow laneway without any suitable footpath is considered inappropriate for the site and scale of the development and is poorly designed. The proposal that includes a narrow public laneway without any suitable footpath is not considered compatible with the existing and future development in the locality.
 4. The proposal is not in the public interest as it has the potential to impact on the safety of the public and adverse impacts on adjoining land uses and will set an undesirable precedent for the future development.
-

Background

However, the applicant decided not to explore options to redesign the proposal to accommodate community title as recommended by the Administrator.

On 9 May 2017 Council received advice from GTPL that they intended to appeal the matter to the Land and Environment Court on the basis of a deemed refusal (i.e. is situation that arises where Council has not determined and application within the statutory time frames. In that advice Council was given seven days to determine the matter.

Subsequent negotiations resulted in Council seeking additional time to have the matter determined by Council on the basis that it would seek additional independent traffic advice for this development to test whether Council's assessment, that the site poses risk and traffic generation outside the parameters within the DCP and design specifications, was fair and reasonable.

Council undertook to have the review completed and the matter placed before Council for further consideration by 28 June 2017.

The review has now been completed and the advice received is provided in Attachment 4. The independent advice confirms that Council's assessment is a sound and consistent review of the proposed development.

The main issues identified in the advice were;

1. That traffic generation exceeds the design specification.
2. The design intent of a shared zone can only be approved by RMS and RMS do not support the laneways as shared zones. (APR 2016 LDC Meeting Minutes).
3. Due to the potential risks resulting from traffic generation and location of the proposal to adjoining development sites, the mix of pedestrian and vehicular traffic in the laneway has not been suitably justified.
4. The lane exceeds the DCP length requirement of 80m.

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

5. Turning paths into the laneway requires landscaping not exceeding 150mm to enable a compliant aisle width to be maintained, and no safety factor has been used in the design allowing for a 300mm clearance offset from the vehicle body.
6. The proposed design exceeds the requirement design length and maximum traffic generation, resulting in characteristics similar to that of an access street. This would require provision of two-way passing (6m carriageway width) and a dedicated footpath.
7. Given that the applicant seeks to dedicate the lane to Council without appropriate justification through appropriate traffic engineering processes, Council can only reject the application.

Given all of the above Council's reassessment of the application in the light of the additional advice has not changed Council's assessment that the application should be refused. The potential legal consequences of refusing the application are considered in the Legal Implications section of this report. Notwithstanding a determination by Council for refusal the applicant still has the option of amending the plan to convert the development to Community Title which is likely to be supported by Council.

The remainder of this report provides the detailed assessment of the application.

Proposed Development

The development application is for the subdivision of super lot 1329 DP 1217419 within approved Stage 6D, Neighbourhood 1A to create:

- 13 x Torrens Title lots, 1 x Strata lot, 1 residue lot and 1 x public laneway;
- Erection of 13 x dwellings (including 1 x dwelling house, 7 x attached dwellings, 4 x semi-detached dwellings and 1 x studio dwelling);
- Ancillary landscaping, fencing and minor earthworks to accommodate the proposed development; and
- Principal private open space is proposed in front of proposed dwellings on Lots 3 – 12.

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The proposed development is shown in Figure 1 below.



Figure 1 – Proposed development on site including a public laneway.

Subject Property

The subject site is shown highlighted in red in Figures 2 and 3 below. The site is part of a super lot previously approved by the Joint Regional Planning Panel (Southern Regional) on 8 August 2014 (DA 186-2013) and is located within Stage 6D of Neighbourhood 1A, being super lot 1329 with a total land area of 3393m².

The site has frontages to Gorman Drive and Helen Circuit. The site is accessed from a proposed public laneway off Helen Circuit (one way street). The subject site is located entirely within the mapped Additional Development Area which allows for certain land in Googong Township to be subdivided to create lots that have a minimum size of 130m².

The site has been subject to earthworks and infrastructure provision associated with the previously approved subdivisions (DA 186-2013 and DA 233-2012), resulting in the benching of the proposed new lots.

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Figure 2 – Location of subject site (Lot 1329) within Lot 63 DP 1208311

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Figure 3 – Location of subject site within the context of Googong NH1 Stage 6D

Planning Requirements

Assessment of the application has been undertaken in accordance with Section 79C(1) of the Environmental Planning and Assessment Act (EPAA) 1979, as amended. The matters that are of relevance under Section 79C(1) are summarised in the attached *Section 79C(1) Table – Matters for Consideration*.

The following planning instruments have been considered in the planning assessment of the subject development application:

1. State Environmental Planning Policy No 55 – Remediation of Land
2. State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004
3. State Environmental Planning Policy (Infrastructure) 2007
4. Queanbeyan Local Environmental Plan 2012 (LEP).
5. Googong Development Control Plan
6. Queanbeyan Development Control Plan 2012 (DCP)

The significant issues relating to the proposal for Council's consideration relate to the proposed development's inconsistency with the relevant provisions of the *Queanbeyan Local Environmental Plan 2012*, non-compliance with Part 4, 5 and 7 of the Googong DCP, minor variations to the requirements under Part 4, 5 and 7 of the Googong DCP that can be supported and inconsistency with the relevant provisions of the *Additional Planning Considerations under Section 79C – Matters for Consideration*.

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(a) Non-compliance with relevant provisions of QLEP 2012

(i) Non-compliance with Clause 2.3 - Zone Objectives and Land Use Tables

The proposal does not satisfy the following relevant objectives of zone R1 General Residential as prescribed below:

- a) *To provide for the housing needs of the community.*
- b) *To provide for a variety of housing types and densities.*
- e) *To promote walkable neighbourhoods and a sense of community.*

The proposal is for the subdivision of land to create 13 x Torrens Title lots, 1 x Strata lot, 1 residue lot and 1 x public laneway, and erection of 13 x dwellings (including 1 x dwelling house, 7 x attached dwellings, 4 x semi-detached dwellings and 1 studio dwelling). As such the development provides for a variety of housing types in the area.

However, without a satisfactory vehicular access the proposal does not provide good amenity for the residents and housing needs and is likely to generate traffic impacts on the development and locality. The current design of the laneway is not a good long term design outcome for the site given the traffic generation brought by the existing and future development in the vicinity to the surrounding street network including the subject site.

The development site is located in close proximity to a future neighbourhood centre and public school. However, without a suitable footpath along the proposed narrow laneway that will connect the site to a network of footpaths in the area, the proposal does not promote a walkable neighbourhood and sense of community.

The current design does not take the pedestrian safety and sustainability as a public asset into consideration. The narrow public laneway is likely to cause conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway. Residents will be required to access their rear lane as a pedestrian with no verge treatment for a foot path and bin pads will be located opposite each garage which creates a risk for the resident.

The traffic impacts of the development are also increased by the sites proximity to the future public school site and to a lesser extent the village centre. These impacts pose a risk to public safety where school children and or parents may use this lane if it is a public asset to travel to and from school during peak hours which will produce a risk to Council as a public asset in its current form which would not be in the public's interest.

Given the reasons above, the proposal is not considered suitable for the site and is not supported.

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(ii) Non-compliance with Clause 4.1 – Minimum subdivision lot size

The relevant objectives of Clause 4.1 are as follows:

- a) *To ensure subdivision is sensitive to land, heritage and environmental characteristics (including water quality, native flora and fauna and places or items of Aboriginal and European heritage value);*
- b) *To ensure subdivision does not adversely impact on the functions and safety of main roads;*
- c) *To provide lots with areas and dimensions that enable the appropriate siting and construction of a building and associated works to minimise and avoid the threat of natural hazard (including bush fire, soil instability and flooding) and to protect significant vegetation and prominent or significant landscape qualities;*
- d) *To ensure new lots have an adequate water supply and can be provided with an effective means of disposal of domestic waste and adequately serviced; and*
- e) *To create lots that are compatible with the existing predominant lot pattern or desired future character of the locality and to minimise the likely adverse impact on the amenity of adjoining developments.*

The proposal satisfies the objectives above except objective (b) as the proposal will have an adverse impact on the functions and safety of main roads.

The site is consistent with the envisaged built form that surrounds the site and neighbourhood centre, within the Googong Masterplan and the Queanbeyan Local Environmental Plan which is small lot housing on lots with a minimum size of 130m² and accessed via a laneway to garages/carports at the rear. There are no physical constraints, natural hazards, heritage, threatened species, agriculture or mineral and extractive resource constraints. The design of the dwellings, the orientation and depth of the lots have resulted in the dwellings within the proposed subdivision and neighbouring lots maintaining an adequate level of solar access and privacy to the dwellings. The proposed development will also have minimal impact on the scenic quality or vistas.

However, the proposal as submitted (proposed public laneway) is not considered well designed as it does not provide for a suitable and safe vehicular access and vehicle manoeuvrability. The proposed public laneway does not achieve compliance with the Engineering Design specifications, the numerical requirements specified within the Googong Development Control Plan Part 4 or 5 or the general design requirements for public roads. Also, the proposed development on site generates 125 vpa which is greater than the maximum traffic generation of 100 vpa allowed for a public laneway and is likely to generate greater traffic impact within the development and locality which will impact on the functions and safety of the roads in the area particularly Gorman Drive.

The proposed narrow public laneway without any treatment, such as a footpath, will give rise to increased conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway. Without a satisfactory vehicular access the proposal does not provide for good amenity for the residents and housing needs and is likely to generate adverse traffic impacts on the development and locality. The current design of the laneway is not a good long term design outcome for the site given the traffic generation brought by the existing and future development in the vicinity to the surrounding street network including the subject site.

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The development site is located in close proximity to a future neighbourhood centre and public school. However, without a suitable footpath along the proposed narrow laneway that will connect the site to a network of footpaths in the area, the proposal does not promote a walkable neighbourhood and sense of community. The current design does not take the pedestrian safety and sustainability as a public asset into consideration.

Therefore, the proposed public laneway is considered inappropriate for the site and scale of the development and is poorly designed. The proposal is not considered compatible with the existing and future development in the locality.

(iii) Non-compliance with Clause 7.9 – Essential Services

Clause 7.9 requires that development consent must not be granted to development unless Council is satisfied that the utility services including vehicular access that are essential for the development are available.

Council's Development Engineers have assessed the proposed development and confirm that utility services such as water supply, electricity, disposal and management of sewage and stormwater are adequate and can be made available to the site.

However, the proposal does not satisfy the provisions of subclause (e) - suitable vehicular access, as the proposed public laneway in its current form does not meet the intent of the Development Control Plan and does not satisfy the requirements of the Development Design Specifications D1 – Geometric Road Design, Googong or the general design requirements for public roads. The Local Development Committee and Council's Development Engineers do not support the proposed public laneway due to resident and public safety issues, unsuitable access for service and emergency service vehicles, potential traffic volumes, use of the laneway (legal intent of motorists) and public asset viability.

The proposed development generates 125 vpa which is greater than the maximum traffic generation of 100 vpa allowed for a public laneway and is likely to generate greater traffic impact within the development and locality. The proposed narrow public laneway without a suitable footpath will give rise to increased conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway. Residents will be required to access their rear lane as a pedestrian with no verge treatment for a footpath and bin pads will be located opposite each garage which creates a risk for the residents.

Directly across the road and diagonally across the road are a public school site and the neighbourhood centre development. The generation of traffic from these sites, the school being the more likely, will impact on this laneway, the lane will be within the school zone, and the likelihood that children and or parents may use this lane if it is a public asset to travel to and from school during peak hours produces a risk to Council as a public asset, which, in its current form, would not be in the public's interest. Refer to the attached Section 79C(1) Matters for Consideration.

Therefore the proposed public laneway is considered inappropriate for the site and scale of the development and is poorly designed. The proposal is not considered compatible with the existing and future development in the locality.

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(b) Non-compliance with the relevant provisions of the Googong DCP

i. Non-compliance with Clause 4.2 – General Objectives in Part 4 – Subdivision Controls

The objectives of this clause are as follows:

- 1. Create a legible subdivision pattern that maximises the 'sense of neighbourhood' and promotes walking and cycling over private car uses;*
- 2. To set up a neighbourhood pattern that utilises the residential development areas efficiently, optimises the natural attributes of the site and clearly defines and reinforces the public domain;*
- 3. Optimise views and the amenity of residential allotments in regards to views, solar access and proximity to community facilities, open space and public transport;*
- 4. Ensure each neighbourhood within the township has a range of densities and housing choices to cater for the various needs of the community; and*
- 5. Provide good solar access opportunities for future dwellings and residents and ensure that the lot layout responds to and optimises solar access.*

The proposed subdivision is considered to be generally satisfactory with regards to the above objectives except objective (1). The lot layout is an efficient subdivision of the land that allows solar access opportunities, particularly to private open space areas.

However, without a suitable footpath along the proposed narrow public laneway that will connect the site to a network of footpaths in the area, the proposal does not promote a walkable neighbourhood. The proposed narrow public laneway without a suitable footpath will give rise to increased conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway. Residents will be required to access their rear lane as a pedestrian with no verge treatment for a foot path and bin pads will be located opposite each garage which creates a risk for the residents. Therefore the proposal does not satisfy the objective of this clause.

ii. Part 5 – Design Guidelines and Controls for Public Domain

Council has recently approved two other public lanes for small lot housing. DA 412-2015 and 71-2016. Both these lanes had a reduced traffic generation and did not attract generation of outside development influences that this development proposal currently poses.

This application has also proposed a public laneway that will provide access to the rear loaded garage/carports of the 12 proposed dwellings within this application and include garbage collection within the verge of the laneway. The proposed public laneway will connect to the existing Helen Circuit and then loop to Helen Circuit and will therefore form a part of the existing street network. The proposed public laneway will be dedicated as a public road and will be a Council responsibility and risk.

Increased widths of the road reserves are required to reduce public liability risks. The application of the DCP and Design Specification requirement should allow for satisfactory geometrical design if the requirements are interpreted and applied correctly.

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As part of the assessment process the development application was referred to the Local Development Committee. This Committee consists of experts in road safety, road engineering, and regulatory road management. The representatives are drawn from Road and Maritime Services, NSW Police Force and Councils Infrastructure division.

The Committee reviewed the application in its current format and could not support the application, due to safety, geometrical design and sustainability as a public asset. The concerns raised by the Committee are outlined below in more detail:

- a) *Pedestrian safety with no identifiable facilities in the public laneway for pedestrians;*
- b) *Potential for the lanes to be used as thru traffic access which is not as per design. This concern was particularly noted with nearby development such as a school that might generate vehicle or foot traffic using the lane as alternate route or for parking during busy pick up and drop off school times.*
- c) *Safety concerns with garbage collection including pedestrian safety of residents and potential disruption to garbage collection service should vehicles park in the laneway.*
- d) *Proposed lane widths permit only one-way direction traffic did raise safety concerns for vehicles in residences based towards the rear end of the lane that may illegally choose to exit the lane in the wrong direction rather than drive the full length of the lane in the correct direction.*
- e) *Concerns for speeding and thru traffic with the linkage of the public laneways and recommendation for a reasonable visual offset to be included in the design.*
- f) *Note the need for public laneways to be accessible by emergency services vehicles and concerns the current design might not always permit this access.*
- g) *Concerns that the location of the garage blocks pedestrian sight distances for vehicles traffic using the laneway.*

Engineering principles applied to the concerns of the Committee, can be drawn mostly from QPRC D1 Design Specification:

- a) The use of table 1.5 in the D1 specification has a notation on minimum verge widths with reference to note 6 - an extract of this refers to providing footpaths for pedestrian access or a wider verge for services and landscaping.
- b) Correct traffic generation calculations would identify this issue and appropriate design treatments to mitigate risk.
- c) The application of the correct checking vehicle to the road design with appropriate radius on intersections.
- d) The 85th percentile in road engineering is the nature of a road user to comply with road regulatory requirements in 85% of cases and this should be a factor to consider in mitigating risk in road design. This has been addressed by the change to lot one.
- e) The application of the correct checking vehicle to the road design with appropriate radius on intersections.
- f) Vehicular access design requirements D 13, to be applied to property accesses.

So while the Committee discussed the issues in a general layman format, the engineering principles are applied to those concerns all form part of QPRC design specifications, with methodology to provide a geometric design to address these issues.

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As a laneway is proposed that will connect to the existing street network, clause 5.2 Street Network is applicable. This clause refers to the Policy framework for laneway location and design.

The policy framework outlined below highlights the generalisation of the laneway design controls.

Policy Framework for laneways

Masterplan:

The Googong Masterplan references laneways within Table 2: Street Hierarchy as LA6 as a street that provides access to the side or rear of lots for access to residential garages, studios above garages and to parking for activity centres.

Structure Plan:

The structure plan for Neighbourhood 1A identifies two types of laneways.

Googong Development Control Plan Table 3 of Part 5 – Subdivision and Design

Design Objectives:

- 1) *Laneways within Googong may be either part of the public road network or private laneways forming part of a community title development.*
- 2) *The design intent for either type of laneway is to promote a shared zone with pedestrians, allowing vehicular traffic only for access to garages/parking spaces and is to incorporate a change in materials and or kerb cuts to provide differentiation to other vehicular streets.*
- 3) *Typical laneway treatments are shown in Figure 7. They are also to have a maximum length of 80m (this length is reduced to 60m for “gun barrel” laneways), to be sign posted for low speeds and no parking is permitted.*
- 4) *The laneway must be designed to cater for the design traffic that is likely to use the laneway, particularly with regard to delivery vehicles in commercial areas.*

Controls:

- a) *Public laneways are to have a carriageway of 3.0m, must allow for garbage service vehicles and medium rigid trucks and are to be signposted as one-way. A minimum road reserve width of 6.0m is required where a 0.5m rear setback is provided.*
- b) *Where no rear setback is provided a minimum road reserve of 7.0m is required. Any above ground structures, trees or landscaping in the laneway shoulder must be located to allow vehicles to enter garage doors in accordance with Figure 5.4 of AS/NZS 2890.1 – 2004. Public laneways must connect to a public street at each of its ends and not to another laneway.*
- c) *Private Laneways are to have a minimum carriageway of 3.0m and a verge of 1.5m, with no provision for on street parking. Their connections to a public road are to be provided by a driveway with width in accordance with Table 3.2 of AS/NZS 2890.1-2004. The public laneway should be offset from one another at a street junction and any staggering must allow for use by small rigid trucks.*

In applying the guideline principles to where a lane might be applicable to a parcel of land the underpinning requirement in the DCP is that all new streets are to comply with the design and engineering requirements applicable to roads and streets, crossings, footpaths, cycle ways, bus shelters and the like in QCC Engineering Design Specification – Googong.

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Design Specification-D1 Geometric Road Design Guidelines

There are two tables that specify requirements for laneways, table D.1.5 and D1.8. These two tables specify a 100 vehicles per day requirement, 3m minimum carriage width and a 7m wide road reserve. The main difference between the two tables is the requirements for verge width. D.1.5 requires a verge width of 0.5m and D1.8 requires a verge width of 2m.

Whilst the specification does not delineate between private and public lanes, the principle applied is that vehicular access to a private accessed development is assessed using the principles of the D13 Vehicular Access Design specification and AS 2890, Road Geometry. Requirements in the D1 specification are applied to public roads to become public assets.

Table D1.5 is made up with the application of foot notes, these foot notes need to be applied to parts of the design determination for ancillary treatments required by the road, such as it has been determined that this development would require verge treatments to complement the traffic generation and safe pedestrian access requirements.

iii. Non-compliance with Clause 5.2 – Street Network

The clause objectives and their control measures are highlighted in this section of the DCP. Objectives:

- 1) *Establish a street network that complements the characteristics of each neighbourhood area and promotes a liveable and permeable local environment*
- 2) *Provide safe and convenient access to all subdivisions and all allotments within a subdivision.*
- 3) *Facilitate safe movement of road users through the provision of usable and accessible facilities for pedestrian and cyclists*
- 4) *Promote use of public transport through the provision of appropriate facilities for users of public transport.*
- 5) *Make provision for legible, safe and efficient pedestrian, bicycle and vehicular movement throughout the township and connections to the established network.*
- 6) *Create a street hierarchy that reflects the function and character of each street and forms part of a legible network.*
- 7) *Make provision for a public transport route through Googong.*
- 8) *Provide as appropriate Water Sensitive Urban Design (WSUD) elements into the street network.*

Controls:

- a) *Streets are to be designed in accordance with the Master Plan, Council's adopted Engineering Design Specification – Googong, Control Diagrams and numeric controls in the Table 3 as identified herein.*
- b) *A development application must demonstrate that the proposed streets are appropriate for their role in the street network.*
- c) *All new streets are to comply with the design and engineering requirements applicable to roads and streets, crossings, footpaths, cycle ways, bus shelters and the like in QCC Engineering Design Specification – Googong.*
- d) *Streets are to include a stormwater drainage facilities as required. WSUD controls should be provided where possible in central medians.*
- e) *Subdivisions are to be designed to provide adequate safety for pedestrians using the street verge.*
- f) *Applications for subdivision shall be accompanied by a traffic engineering assessment that includes traffic volumes and movements, cross-sections*

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through typical street types demonstrating that road reserve widths can adequately accommodate electricity, gas, telecommunications, water and waste water infrastructure, street trees, footpaths, shared paths, on-street parking, road pavement widths and where appropriate on-street cycling.

The application of these requirements in the DCP is necessary. The public laneway will form part of the road network and will become a Council asset and will pose financial risk to Council.

When applying Council's design standards the document is required to be used holistically as a minimum design standard. Variations to this design standard must not reduce the standards but enhance them.

In the holistic approach to road design the D1 Specification refers to table 1.5 which has 24 foot notes. These foot notes are applicable to various requirements of design treatments.

Table D.1.5 Characteristics of Roads in Urban Subdivision Road Networks

Road Type ⁽¹⁵⁾	Maximum Traffic Volume (vpd) ⁽¹⁾	Maximum Speed (km/h) ⁽²⁾	Minimum Carriageway Width (m) ⁽⁵⁾	Minimum Verge Width (m) ⁽⁶⁾	Kerbing ^{(4) (23)}	Parking Provisions Within Road Reserve ⁽²⁴⁾	Footpath Requirement ⁽¹⁷⁾	Bicycle Path Requirement ⁽¹⁷⁾
Laneway ^{(19) (20)}	100	25	3.0 ⁽¹⁵⁾	0.5 ⁽¹⁶⁾	Flush ⁽⁹⁾	Nil	Nil	Nil

NOTES:

- 1) For single dwelling allotments apply traffic generation rate of 10 vehicles per day (vpd)/allotment (equivalent to approximately one vehicle per hour (vph) in the peak hour) unless a lower rate can be demonstrated. Lower rates can be applied to multi-unit dwellings based on rates provided in the RTA *Guide to Traffic Generating Developments*.
- 2) See **Design speed and Horizontal curves and tangent lengths** on designing for specific operating speeds.
- 3) Widening required at bends to allow for wider vehicle paths (using AUSTRROADS AP-G34 Design vehicles and turning path templates).
- 4) Where kerbing is not required a flush pavement edge treatment can be used. Maximum carriageway widths required if barrier kerbing used.
- 5) Carriageway width may be reduced where parking is provided by indented parallel bays in the verge
- 6) Additional width may be required to provide for pedestrians, services, drainage, landscape and preservation of existing trees. Add additional width on one side for future widening of carriageway to 5.0 m if required. For two lane carriageway design, no provision for widening required. Where the verge is adjacent to open space the width of the verge may be reduced to 2.5 m.
- 7) One footpath on one side of the street to be constructed initially with provision to construct a second footpath if required in the future.
- 8) Reduced speeds are required at designated pedestrian/bicycle crossing. A speed of 20 km/h is desirable, achieved by the road design principles outlined in this work section.
- 9) Barrier kerbing may be used if required for drainage purposes without reducing the carriageway width.
- 10) On bus routes, 7.0 m travelled way with 2.0 m wide indented parking and bus bays defined by kerbed protuberances. Where the road forms part of the on road bicycle network, a bicycle lane is required adjacent the kerb.

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- 11) Speed on local sub-arterial road not to exceed legal limit.
- 12) If parking is allowed, it is to be provided by widening the verge and constructing parking spaces as an extension of the road pavement.
- 13) Required only if part of a pedestrian/bicycle network.
- 14) Provide adequate road reserve width for widening of carriageway for future bus route if required.
- 15) Width may be reduced to 3.0 m where the laneway is signposted for one-way directional traffic. Public laneway geometry must accommodate a garbage vehicle.
- 16) Where services are to be provided in the verge, the verge must be widened to accommodate the service in the road reserve.
- 17) Notwithstanding the requirements specified for a road type, roads forming part of the major pedestrian network will require a 2.0 m wide footpath on one side of the street. The proposed path network for Googong is detailed in the Googong DCP and is indicated in Figure D1.4 below.
- 18) A Level of Service C must be provided in all streets, which may require road types and/or lane widths to be adjusted to accommodate the traffic volumes derived during traffic modelling of a subdivision release.
- 19) Maximum length of a straight public laneway section is 65 m – laneways greater in length must be offset to limit straights to this maximum length (see Figure D1.5).
- 20) For private access lanes shall be designed in accordance with specification D13 - Vehicular Access Design - Googong.
- 21) Where longitudinal drainage is required, the kerb must be provided with a gutter.
- 22) Service Road shall be designed as an Access Street or Local Street as applicable.
- 23) Pram crossings must be provided in the kerb at path crossing locations in accordance with ACT TAMS standard drawing DS3-02.
- 24) Parallel parking is the preferred method of on-street parking in public roads. Angle parking is generally not supported by Council in public roads and is subject to approval by the Local Traffic Committee. Use should be limited to streets with traffic volumes <2,000 vpd. For traffic volumes >500 vpd an auxiliary lane should be provided between the travel lane and the angle parking spaces.

* Many elements are inter-related. Therefore variations from any particular recommended characteristic may require changes to others. (Derived from AMCORD)

The application of the foot notes to the road type enhances the design to meet the traffic types and requirements that need to be applied. When considering these measures traffic generation and suitability of a road to become a functional reliable safe public asset needs to be taken into account.

Council's Development Engineering section believe the applicant has not applied the required due process and consideration to the lane to meet the requirements for a public asset. If the applicant wants to proceed with a proposed public lane, the verge and reserve width must be reviewed and applicable treatments addressing Council's concerns must be implemented.

The applicant seeks to justify the variation to these requirements within section 5 of the DCP and the D1 Design specification.

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Applicants Justification - GTPL has submitted a written justification dated 7 July 2016 as follows;

"The laneway has a minimum width of 3.3m and a geometry that allows for access by a garbage service vehicle. The laneway has a vpd count of 90.7. The minimum verge width is 1.85m. However the Googong Design specifications version 2 specifies verge minimum at 0.5m and notes that this needs to be widened if services are to be located within the verge. There are no services proposed in the laneway. This minor variation is considered acceptable. No parking has been provided in the laneway reserve. The laneway includes a 1.2m shared zone.

GTPL does not agree with Council's calculation of traffic generated by this development. In terms of estimating traffic generation Council's Design Specification states;

For single dwelling allotments apply traffic generation rate of 10 vehicles per day (vpd)/allotment (equivalent to approximately one vehicle per hour (vph) in the peak hour) unless a lower rate can be demonstrated. Lower rates can be applied to multi-unit dwellings based on rates provided in the RTA Guide to Traffic Generating Developments.

RTA Guide to Traffic Generating Developments for medium density development recommends the following (upper limit) generation rates

- 1BR Dwellings 4.4vpd
- 2BR Dwellings 5.5vpd
- 3BR Dwellings 7.2vpd

In addition, in Councils assessment of DA 412 – 2015, Council advised that the following generation rates should be adopted for the calculation of traffic generated from an almost identical style of development.

- 1BR Dwellings 4.4vpd
- 2BR Dwellings 5.5vpd
- 3BR Dwellings 10vpd

When these generation rates are applied to the development the total traffic generation is estimated to be as follows;

Superlot No	Lot No	Dwelling description	Traffic Generation	
			Council	RMS
1329	1	3BR	10	7.2
1329	1A	1BR	4.4	4.4
1329	2	3BR	10	7.2
1329	3	2BR	5.5	5.5
1329	4	3BR	10	7.2
1329	5	3BR	10	7.2
1329	6	1BR	4.4	4.4
1329	7	2BR	5.5	5.5
1329	8	2BR	5.5	5.5
1329	9	1BR	4.4	4.4
1329	10	3BR	10	7.2
1329	11	2BR	5.5	5.5
1329	12	2BR	5.5	5.5
Total			90.7	76.7

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Based on this assessment the total traffic volume is below Council's maximum of 100vpd and therefore in compliance with the DCP maximum traffic volume for a laneway.

In terms of geometric design we have amended the layout to ensure that a full 7m of pavement width is available from garage door to edge of laneway to allow adequate manoeuvring space for cars entering/exiting the garages in a single turn as requested by Council at our meeting of 2 June 2016. In addition we have included a kerb on the far side of the laneway to prevent cars from driving into the landscape zone as well as garbage bin pads within the landscape zone.

On 22 December 2016, GTPL submitted further justification as follows;

"The driveway access point for Lot 13 has been relocated to be from the laneway. This is clearly the preferable location for the garage to this lot.

You letter contends that relocating the driveway to this location increased the traffic generation to 125 vpd. We understand that this is based on a generation rate of 5vpd for studio dwellings and 10 vpd for other lots.

RTA Guide to Traffic Generating Developments for medium density development recommends the following (upper limit) generation rates

- 1BR Dwellings 4.4vpd*
- 2BR Dwellings 5.5vpd*
- 3BR Dwellings 7.2vpd*

We continue to contend that it is perfectly reasonable to use the RTA figures for calculating traffic generation. The fact that these lots will be within walking distance of local shops, schools and sporting facilities support the argument for lower traffic generation rates. Using the RTA figures, and 10vpd for Lot 13, the total traffic generation rates for the laneway is 87vpd.

The assertion that traffic generated by from the village centre and school site will use the laneway is disputed. There is a comprehensive network of public streets and footpaths that are far more attractive for use by vehicles and pedestrians than the laneway. The narrow entries to the laneway clearly identify it as a restricted, slow speed environment not meant, or attractive for, through traffic.

The laneway is designed in accordance with the DCP. The laneway is designed as a very slow speed environment for the very low volume of vehicles. There is no significant demand for pedestrian movements along the lane. The low number of vehicles and pedestrians using the lane can safely share the space without the need for a designated footpath as intended by the DCP description of the laneway function.

It is our standing that Council has always preferred that the lanes be designed as one-way-traffic, and in fact the DCP states so. If Council would prefer that this lane be two-way traffic this could be easily accommodated by widening the narrow entries to the lanes. There is no reason emergency vehicles cannot access the lane. "

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Council's Assessment of Variation

The variation is not supported as safety, operation, function and Council's interest are not served. Consideration of this public lane in its current design form, as the intent of Council policy and specifications have not applied in its entirety.

The justifications used by the applicant vary and reduce Council standards which induce risk. The applicant's justification does not correctly apply the hierarchy of design principles.

The development control plan provides a guide for the applicant to determine what road would be applicable to the development and the controls surrounding that guide, specifically Council's design specifications as per section 5.2 of the DCP.

The shared zone principle in road engineering perspective is functional on a private lane with very low local (residents) traffic movements, but cannot be applied to a public road in a residential street. Shared zones in public roads are a mixture of commercial operations and pedestrians. Roads and Maritime Services specifically addressed this issue for DA 412-015 at the April 27 2016 Local Development Committee meeting where it explained that public road shared zones were as described above and that RMS could not approve a regulatory speed limit or speed limiting treatments to such a development as proposed in a public residential laneway design.

The applicant states that the development is unlikely to attract through traffic. Evidence available from reference to road engineering and safety experts (Local Development Committee) by Council contradict the applicant claims.

Public infrastructure that is designed and constructed during a development must meet the authority's requirements for geometric and safe design and must meet community expectations where public infrastructure is provided to meet its design life and intent.

The main issues in regard to the laneway design for the development include, but are not limited to:

1. *Resident Safety* - Residents will be required to access their rear lane as a pedestrian with no verge treatment for a footpath and bin pads will be located opposite each garage which creates a risk for the resident.
2. *Public Safety* - The generation of traffic within this development site has the potential to attract outside inputs, these inputs from the school and to a lesser extent the village centre pose a risk to public safety where school children may use the lane as a short cut going home, and parents may use the lane a parking while waiting for children after school.
3. *Access for service vehicles and emergency vehicles* - The selection of the correct design checking vehicle providing adequate radius to enter the lane and manoeuvre in the lane have not been adequately applied. A heavy rigid vehicle (Garbage Truck) would require a minimum lane width of 3.5m, the current design provides a 3.0m width.
4. *Road Geometry* - The road geometry design specification has not been applied with it full merits an intentions in the design of a public lane. The public lanes being proposed differ only a small amount from previous private lane applications.

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5. *Potential Traffic Volumes* - Traffic generation of the site exceeds the parameters for a laneway, plus the influence of other developments in the area does not allow these calculations to be reduced. However, if a lane was designed appropriately with adequate widths applied and verge treatments a lane could be functional with this traffic volume.
6. *Use of the Laneways (legal intent of motorists)* - The legal intent of motorists came into question on the use of a one way lane and that the 85th percentile to be applied where a motorist would 15% of the time choose not to conform to the posted road rules or speed limits.
7. *Public Asset Viability* - The development in its current format does not receive the support of Council's infrastructure division or development engineering as a viable public asset. The lane would produce an inherent risk to safety of the public and that Council would have to maintain an asset that is under designed for its use. The development would not be in the public's interest to be a public asset in its current form.

Council's Design Quality Assurance specification (DQS) scope and objective requirements states:

Scope - The Specification refers to Engineering Design processes. Requirements which refer to the Concept Design of developments are generally covered in Council's Googong Development Control Plan (2010). The requirements of the Googong Development Control Plan (2010) are a prerequisite to the quality requirements for Engineering Design provided in this Specification (DQS).

Objective - This Specification aims to set standards and document requirements for the execution and recording of design processes in order that the infrastructure associated with any development is designed to be fit for service and of a standard reasonably maintainable when it is accepted by Council as a community asset.

The applicant could review its design to provide pedestrian access in the lane on a formed 1.2m wide path, with kerb and gutter delineation this would be achieved by providing a wider road reserve. Alternatively, the applicant can withdraw the application as a public lane and Torrens Title lots and submit a community title scheme development with a private lane without changing the lane design. It is noted that where the applicant previously applied for a public lane that exceeded the 100 vpd (vehicles per day) traffic generation guide it withdrew its application and resubmitted a community title proposal with private lane.

iv. Non-compliance with Clause 5.8 – Local Street - Laneway

Design Objectives:

- 1) *Laneways within Googong may be either part of the public road network or private laneways forming part of a community title development.*
- 2) *The design intent for either type of laneway is to promote a shared zone with pedestrians, allowing vehicular traffic only for access to garages/parking spaces and is to incorporate a change in materials and or kerb cuts to provide differentiation to other vehicular streets.*
- 3) *Typical laneway treatments are shown in Figure 7. They are also to have a maximum length of 80m (this length is reduced to 60m for "gun barrel" laneways), to be sign posted for low speeds and no parking is permitted.*
- 4) *The laneway must be designed to cater for the design traffic that is likely to use the laneway, particularly with regard to delivery vehicles in commercial areas.*

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Laneways within the Googong Township may be either public or private. The subject proposal includes a public laneway (one way street) with access off Helen Circuit only. This application for small lot housing is the third application which includes a proposed public laneway within a Torrens title subdivision. The proposed public laneway is not connected to another laneway. The proposed public laneway will connect to the existing Helen Circuit, re-joining Helen Circuit loop, and will therefore form a part of the existing street network, i.e. will provide access to the rear loaded garage/carports of the 13 proposed dwellings within this application and include garbage collection within the verge and laneway.

The proposed laneway will become a public asset and public liability and asset fit for service requirements are of main concern.

The proposed laneway has a length of 84m which exceeds the maximum length of a public laneway as mentioned in subclause (3) above. This is a variation to Council DCP. The applicant seeks to justify the variation to this requirement as follows:

Applicant's Justification:

The proposed public laneway has a length of 84m due to the overall section depths and is staggered to minimise the straight length to 67m. This laneway represents the most effective and direct route through the lot.

It is considered that the design and length of the laneway at 84m is acceptable as it is generally consistent with the objectives and controls of the GDCP and Googong Design Specification. In particular the design:

- Provides safe and convenient access to all allotments and for all service vehicles*
- Promotes activation and safety with landscaping providing pedestrian refuges thereby activating the space and carports and fencing enabling casual surveillance of the laneway in addition to the studio dwellings*
- Provides no opportunities for concealment with landscaping selected to accordingly and configuration minimising any areas that could be used for unintended uses*
- Complies with the minimum carriageway and reserve width requirements*
- Provides a visually acceptable streetscape through landscaping, articulation and setbacks along the length of the laneway.*

On 22 December 2016, GTPL submitted further written justification as follows;

In response to your concern and to further reduce any gun barrel affect along the laneway the design has been amended to provide a significant kink at the northern end of the laneway. This reduces the longest straight within the laneway to about 55m in compliance with the DCP. This kink also allows the introduction of a landscape zone on the sightline of the lane at the northern end thus visually closing off the laneway. In conjunction with this change to the laneway the garage setback of Lot 2 has been reduced from 1m to zero whilst the carport setback for Lot 3 has been changed from zero to 1m. This change provides for more area for vehicles to manoeuvre adjacent Lot 3. The length of the laneway reserve is 83m and is therefore only slightly greater than the 80m requirement of the DCP.

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Assessment of Variation

The proposed laneway has a length of approximately 84m which exceeds the length of proposed lanes in the DCP (80m maximum). Based on the submitted site plan, the length of the laneway was reduced to less than 60m on one side to reduce the gun barrel affect (slight bend/kink) but not on the opposite side (on garages/carport side). This is a variation to Council's DCP.

The proposed laneway contains decorative paving at each entry and in the pavement and is slightly staggered at the both entrances of Helen Circuit to break up the laneway surface. There are also some staggering effects with the build-up of various landscaping widths and articulation and setback of carports and garages within the laneway. The pavement is straight until lot 13 where a distinct curve has been designed to allow for a better lot shape for lot 1 and reduces the gun barrel affect.

However, the lanes geometry is more suited for a private lane. The geometry and its shape treatments accesses meet AS 2890 requirements, but do not address adequately Councils D1 specification. It is noted that the geometry of lanes in Googong have not varied greatly from private lane designs, whilst both standards are poles apart with their requirements.

v. Non-compliance with Clause 7.3 Streetscape – Public and Private Laneways of Part 7

Objectives:

- 1) *To ensure that laneways are constructed in a manner which promotes activation and safety through regular use and both active and passive surveillance.*
- 2) *To provide development that is of a scale and architectural quality that contributes to the laneways' streetscape.*
- 3) *To provide a visually acceptable streetscape through landscaping, articulation and setbacks along the laneways and through limiting laneway length.*
- 4) *To ensure the laneway's use as a service corridor is not compromised by a design which encourages inappropriate, unsafe parking, encourages the erection of obstructions or otherwise prevents the passage of service and resident vehicles.*
- 5) *To provide vehicular access to the rear or side of lots where front access is restricted or not possible, particularly narrow lots where front garaging is not permitted.*
- 6) *To reduce garage dominance in residential streets.*
- 7) *To maximise on-street parking spaces and landscaping in residential streets.*
- 8) *To facilitate the use of attached and narrow lot housing.*
- 9) *A continuous run of studio dwellings or small lots along the lane is to be avoided, as it changes the character, purpose and function of the lane.*

The proposal does not satisfy the objectives (1) and (4) above as the proposed public laneway as submitted is not considered well designed as it does not provide for a suitable and safe vehicular access and vehicle manoeuvrability. The proposed public laneway does not achieve the Engineering Design specifications, the numerical requirements specified within the Googong Development Control Plan Part 4 or 5 or the general design requirements for public roads.

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Also the proposed development on site generates 125 vpa which is greater than the maximum traffic generation of 100 vpa allowed for a public laneway and is likely to generate greater traffic impact within the development and locality which will impact on the functions and safety of the roads in the area particularly Gorman Drive.

The proposed narrow public laneway without any treatment such as footpath will give rise to increased conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway and does not promote a walkable neighbourhood and sense of community. Without a satisfactory vehicular access the proposal does not provide good amenity for the residents and housing needs and is likely to generate traffic impact on the development and locality. The current design of the laneway is not a good long term design outcome for the site given the traffic generation brought by the existing and future development in the vicinity to the surrounding street network including the subject site.

The proposal also does not satisfy the controls (a) and (b) below.

- a) *Laneways shall be limited in length as provided in Section 5.0 of this DCP and constructed with decorative elements in the pavement to break up the laneway surfaces.*
- b) *Laneways in adjacent housing blocks shall not be continuous over access streets to prevent the appearance of long, gun barrel laneways unless appropriate measures such as using staggered laneways are taken to eliminate the gun barrel effect.*

The proposed laneway has a length of approximately 88m which exceeds the length of proposed lanes in the DCP (80m maximum). This is a variation to Council's DCP. As previously noted in the report the variation is not supported.

vi. Non-compliance with Clause 7.9 – Pedestrian Access and Building Entries

Objectives:

- 1) *To promote developments which are well connected to the street and contribute to the accessibility of the public domain.*
- 2) *To ensure that all users of developments, including people with strollers, wheelchairs and bicycles, are able to reach and enter shop, office, apartment, other use areas, and communal areas via minimum grade ramps, paths, access ways or lifts.*

Pedestrian and vehicle access ways of all dwellings are not separated and not clearly distinguishable. Vehicle access of all dwellings is from the proposed laneway. Based on the supporting document submitted on 22 December 2016, the driveway access point for Lot 13 (residue lot) has been relocated to be from the proposed public laneway as well which will increase the traffic generation for the proposed laneway.

The proposed studio dwelling is accessed separately from the principal dwelling through a stairwell attached to the ground floor single garage onto the lane. Pedestrian access of studio dwelling 1A is from the rear laneway. The Lot 1A dwelling does not have a formed footpath or distinguishable delineated area for residents or visitors to travel upon in the lane. The proposed studio dwelling is rear loaded and vehicular access is from the rear laneway.

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The lane without adequate verge treatments accounted for as part of Council's engineering design specification has pedestrians using the lane without adequate treatment. The shared use concept immediately puts all the risk onto Council for the free safe movement within the lane. With the proposed traffic generation, external traffic inputs and geometry of the lane it delivers a design not in the interest of Council as a public asset.

The development site is located in close proximity to a future neighbourhood centre. However, without a suitable footpath along the proposed narrow laneway that will connect the site to a network of footpaths in the area, the proposal does not promote a walkable neighbourhood and sense of community. The proposal does not satisfy the objectives above.

(c) Variations to the Googong Development Control Plan

There are four minor variations to the Googong DCP relating to Parts 4, 5 and 7 which are supported as follows:

Variation 1 - Part 4 – Subdivision Controls - Clause 4.4 – Lot Orientation and Lot Size and Layout

The proposal does not comply with the provisions of clause 4.4 - Lot Orientation and Lot Size and Layout of the Googong DCP in relation to the minimum frontage dimension requirement. Controls for lot size and layout are:

- a) *Minimum lot size is to be in accordance with the LEP Lot Size Map and the lot dimensions are to be in accordance with the Table below.*

Lot Size	Minimum Frontage Dimension
170 < 250m ²	6.0m
250 < 300m ²	6.0m
300 < 450m ²	10m
450 < 600m ²	12m
600 < 900m ²	12m
900 < 1500m ²	15m
> 1500m ²	18m

All proposed lots comply with the minimum frontage dimension specified in the table above except Lot 1 (combination of Lot 1 – principal dwelling and Lot 1A – studio dwelling above garages). Lot 1 has a total area of 424m² and therefore is required to have a minimum lot width of 10m. Lot 1 has a minimum lot width of 8m at the front boundary facing Helen Circuit which is a variation to Council DCP.

The applicant has submitted a variation request, stating that the variation has resulted from the irregular shape created by the approved subdivision of the parent lot (DA 186-2013) and is considered minor and does not adversely impact on the amenity of the lot and any adjacent properties. Furthermore, the variation responds to the site constraints.

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The proposed variation is supported for the following reasons;

- a) No vehicle access is provided to Helen Circuit from this front boundary. Garages have direct access to the public laneway. Only pedestrian access is provided from this front boundary.
- b) The narrow lot width will not impact on the building appearance or streetscape and proposed landscaping at the front boundary.
- c) Narrow frontage will not reduce the natural surveillance to/from dwelling to/from the street.
- d) The proposed building complies with the front and side building setbacks.
- e) The proposed lot width was increased from 4.465m to 8m which is an improvement to the lot design and internal design of the proposed dwelling. Increase the lot width to 10m wide as required will results in a poor outcome of the public laneway design. This will reduce the width of the public laneway ever further.

Variation 2 – Part 7 - Small Lots, Studio Dwellings, Dual Occupancies, Multi Dwelling Housing and Residential Flat Buildings - Clause 7.2 – Streetscape

The proposal does not comply with the provisions of clause 7.2 - Streetscape of the Googong DCP in relation to the proposed fencing.

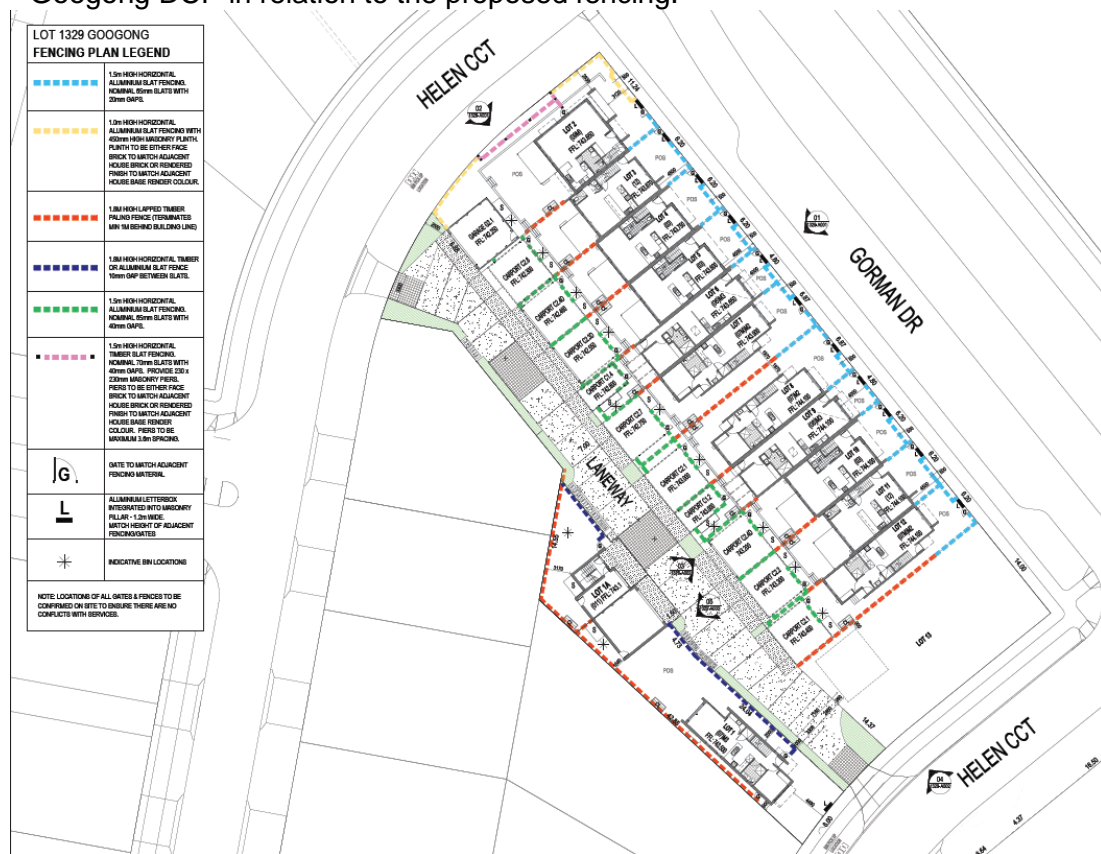


Figure 4 – Proposed fencing

Clauses (h) and (i) state that the maximum height of the front fence is 1.2m high and is to be predominately open in design. Clause (k) states that side fences between residential lots are to start at least 1m behind the primary building frontage of the dwelling.

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The proposed part of the front fencing and side corner of dwelling 2 will be consistent with the established pattern as it will be 1m in height and will be open style (gaps between slats). However, the front fencing including the side fence forward of the building line of dwelling 2 (part of front boundary) and dwellings 3–12 is 1.5m high. This is a variation to the DCP.

The proposed variation is supported for the following reasons:

- The proposed front fencing is open style and is unlikely to result in any negative visual impact to the streetscape. Additionally soft landscaping is provided in front of the fence to reduce the visibility and impact of the 1.5m fence to the streetscape.
- The fencing provides a clear definition of the boundaries including the primary front courtyard of each property and is consistent with the traditional character of terrace housing; and
- The open style fence will provide suitable natural surveillance to/from properties to/from the road as 1.5m high fencing is below adult eye height when standing.
- The fencing provides a good level of privacy to PPOS and living room windows.
- This specific variation has been supported previously for dwellings on corner lots within terrace style small-lot housing developments in Googong for the same reasons.

Variation 3 - Clause 7.10 – Principal Private Open Space and Landscape Design

This clause states that the principal private open space is to be located behind the building line to the main street frontage, is oriented to the north where possible and is directly accessible from and adjacent to a habitable room other than a bedroom. For studio dwellings the principal private open space shall be in the form of a balcony, directly accessed off living space, having a minimum size of 12m² with a minimum dimension of 2m. It must be north facing where possible with a minimum of 3 hours solar access between 9am-3pm on 21 June.

The principal private open spaces for the dwellings on lots 3 -12 do not comply with the requirement above as they are located forward of the building line to the main street frontage (facing Gorman Drive). However, they comply with other requirements as they are oriented to the north/north-east and are directly accessible from a habitable room being the living area and comply with minimum dimension/size requirements. PPOS of the dwelling on Lots 1 and 2 comply with the above requirement as they are located behind the building line to the main street frontage (Gorman Drive and Helen Circuit), are oriented to the north and is directly accessible from a habitable room being the living area.

The proposed studio dwelling is provided with a balcony directly accessed off a living area with a northern orientation. It has a minimum dimension of 2.5m and an area more than 12m² and receives at least three hours of solar access between 9am and 3pm on 21 June.

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On 13 April 2016 Council at its meeting supported the following recommendations to guide Council Assessing Officers and the developer to assess future small-lot housing development on the remaining undeveloped super-lots within the Additional Development Area (ADA) of Neighbourhood 1A.

- a) *Due to the noise impacts from Gorman Drive, any dwelling with PPOS proposed forward of the building line on a lot with frontage to Gorman Drive should be provided with a secondary area of private open space behind the building line that meets the minimum dimensions prescribed in the Googong DCP. This will mean that the affected dwellings will be provided with a functional secondary POS area that will be afforded greater acoustic privacy than the principal POS and, except for a period during mid-winter, will receive adequate amounts of solar access;*
- b) *Applications that propose PPOS forward of the building line should include shadow diagrams that show the length of time within the calendar year that the secondary POS behind the building line does not receive the minimum required solar access.*
- c) *The design must ensure that any overlooking into PPOS forward of the building line from within the development is avoided; and*
- d) *Consideration needs to be given to the cumulative impacts on the Gorman Drive streetscape from front fencing that is higher than 1.2m and less than 50% transparent. Visual impacts may be mitigated by such measures as the use of varying materials and varying heights.*

The applicant has submitted a variation request, stating that;

“North-facing lots provide opportunities for higher-than-average solar access to the front of dwellings. North-facing lots struggle to achieve the required levels of solar access to PPOS, when the open space is located at the rear of the dwelling or behind the building line. Locating PPOS behind the building line on north-facing lots and achieving the required levels of solar access to PPOS is not achievable without significantly widening the lots which prohibits the ability to propose and deliver smaller lots housing in the designated ADAs. The location of the PPOS is largely driven by the orientation of Gorman Drive which is set by topography and connectivity, and is defined in the approved structure plan and DA’s. It is also noted that the requirement to restrict direct vehicular access to dwellings from Gorman Drive creates the opportunity for ample useable open space at the Gorman Drive frontage. Positioning the PPOS forward of the building line in north facing lots with the exception of Lot 1 also contribute to the architectural variety of the streetscape through well-designed fencing and landscaping. It is recognised that the provision of PPOS forward of the building line presents a challenge for privacy. This is however, proposed to be addressed through a variety of measures without adversely impacting on the streetscape or for occupants. These measures include:

- *Well-designed fencing that does not dominate the street;*
- *Limiting fencing to a maximum height of 1.5m (eye height) (this exceeds the DCP requirements of maximum of 1.2m) whereby occupants, if seated, have complete privacy but when standing, have the opportunity to provide surveillance to the street; and*
- *Landscaped hedges that work with the fencing to give visual privacy and softening of the streetscape. “*

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Gorman Drive is a busy road with high volume traffic per day. Gorman Drive will generate noise impacts on the dwellings facing Gorman Drive.

Variation to this clause in relation to the location of the principal private open space for the dwellings on lots 3-12 located forward of the building line is supported for the following reasons:

- a) It is impossible to provide the PPOS behind the building line that will receive adequate natural sunlight during mid-winter given the orientation of the allotments which resulted from the subdivision of the parent lot. All PPOS forward of the building line comply with the size, orientation and solar access mentioned above.
- b) Functional secondary POS areas have been provided behind the building line of the affected dwellings that act as an extension to the living area. Secondary POS areas have greater acoustic privacy than the principal POS.
- c) The development have been appropriately design to minimise any overlooking into PPOS forward of the building line from within the development. The dwellings have been designed to have low activity rooms or non-habitable rooms on the first floor, for dwellings 3, 4, 5, 7,8,10, 11 and 12. The rooms on the first floor of these dwellings consist of bedrooms, bathrooms and a study nook. All of these rooms have windows that will face directly to the north overlooking their own individual private open space, resulting in views from these windows to be oblique, therefore minimising any privacy impacts on the neighbouring private open space(s). Balconies have been provided with privacy screens to minimise the privacy impact.
- d) Maximum 1.5m high see-through fencing has been provided at the front boundary and around the PPOS areas facing Gorman Drive. The proposed see-through type fencing with landscaping within the courtyard areas will provides visual interest and complement the existing and desire future streetscape.

As mentioned above, the applicant is required to submit shadow diagrams showing the length of time within the calendar year that the secondary POS (SPOS) behind the building line does not receive the minimum required solar access. The shadow diagrams showing the minimum solar access to at least 50% of the secondary POS of dwellings on Lots 3 – 12 between 9am and 3pm have been submitted and summarised in tables below.

1. *Shadow diagrams between 1st February – 1st November*

<i>Dwelling (s)</i>	<i>Solar access received to 50% of Secondary POS</i>
3, 4, 5, 10, 11, 12	4 hours
6, 7, 9	2 hours
8	3 hours

2. *Shadow diagrams between 15 April – 15 September*

<i>Dwelling (s)</i>	<i>Solar access received to 50% of Secondary POS</i>
3, 4, 5, 8	3 hours
6, 7, 11, 12	2 hours
9	1.5 hours
10	2 hours to less than 50% of secondary POS

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Based on the tables above, some SPOS areas received 4 hours sunlight and some received less than 3 hours sunlight to 50% of the SPOS and some dwellings received between 1 – 2 hours sunlight to less than 50% of the SPOS as shown on Table 3 above. This is a variation to the Council Resolution on 13 April 2016. This variation is supported for the following reasons:

- a) Dwellings on lots 3 – 12 have been provided with a PPOS area that received more than 3 hours sunlight, comply with the size and orientation which meet the requirements in the DCP. This SPOS is an additional area to the PPOS.
- b) The proposed SPOS will function/act as an extension to the living area and have greater acoustic privacy than the principal POS regardless the lack of the sunlight.
- c) Given the orientation of the lots resulted from the approved subdivision of the parent lot, it is impossible to provide all private open space behind the building line that receive more than 3 hours sunlight within the calendar year.

A landscape plan prepared by Spacelab Studio has been provided for each dwelling and studio proposed within this development. Each lot will receive three hours or more of solar access to 50% of their principal private open space on the 21st of June (Winter solstice) as per submitted shadow diagrams. At least one living area window in each dwelling receives at least three hours of sunlight between 9am and 3pm on the 21 June.

Solar access and privacy to the principal private open space of neighbouring lots (Lots 1330, 1350, 1351 & 1352) will not be significantly reduced or compromised. The submitted shadow diagrams show that each affected lot will receive three hours or more of solar access to 50% of their principal private open space on the 21st of June (Winter solstice).

Variation 4 - Variations to Part 7 – Table 1 – Setbacks and Articulation Areas

The developer has also requested a number of other minor variations related to design and set out issues. They relate to minor encroachments into setbacks and articulation areas and are detailed in the attached *Sec79C Matters for Consideration*. The variations are supported as:

- a) The proposed variations are considered to be minor, especially when viewed in the context of the entire Gorman Drive, Helen Circuit and Saphira Street streetscape. The variations are not considered to reflect an overdevelopment of the site and can be supported in this instance.
- b) They will not reduce the architectural quality of the dwelling.
- c) The impact on the amenity of the residents is considered minimal.
- d) Minor encroachments of balconies will not adversely impact on adjoining properties by way of privacy or overshadowing, nor will it adversely affect the amenity of the locality.
- e) Variation to the landscaped area behind of the building line of dwellings on Lots 3, 5 and 10.

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

(d) Other Unacceptable adverse impacts of the development - Section 79C (1)(b)

Context and Setting

The subject site was approved as super lot 1329 within stage 6D, which was approved as a part of DA 186-2013. Stage 6D has now been registered. Super lot 1329, has a frontage to Gorman Drive and Helen Circuit. The site is also located in close proximity to the public primary school and neighbourhood centre. There is no vegetation on the site and the site is not affected by any identified hazards.

The site is consistent with the envisaged built form that surrounds the site and neighbourhood centre, within the Googong Masterplan and the Queanbeyan Local Environmental Plan which is small lot housing on lots with a minimum lot size of 130m² and accessed via a laneway to the rear loaded garages/carports.

The proposed development will provide lots with a minimum lot size of 132m², with an orientation of north to the primary frontage and south to the rear of the proposed lots. 13 Torrens lots and 1 strata lot are proposed within this subdivision. The dwelling houses proposed within this application are a mix of single storey and two storeys dwelling house, attached and semi-detached dwellings with one studio dwelling proposed. A public laneway is also proposed to provide access to the rear loaded lots, the laneway will connect to Helen Circuit. The façade of the dwellings will face Gorman Drive for all of the lots, however lot 2 will have a secondary frontage to Helen Circuit and lot 1 will have a primary frontage to Helen Circuit as well.

The design of the dwellings, the orientation of the lots and the depth of the lots have resulted in the dwellings within the proposed subdivision and neighbouring lots maintaining an adequate level of solar access and privacy to the dwellings. The proposed development will also have minimal impact on the scenic quality or vistas.

However, the proposal as submitted (proposed public laneway) is not considered well designed as it does not provide for suitable and safe vehicular access and vehicle manoeuvrability. The proposed narrow public laneway is likely to cause conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway. Without a satisfactory vehicular access the proposal does not provide a good level of amenity for the residents and housing needs and is likely to generate traffic impact on the development and locality. The current design of the laneway is not a good long term design outcome for the site given the traffic generation brought by the existing and future development in the vicinity to the surrounding street network including the subject site.

The development site is located in close proximity to a future neighbourhood centre and public school. However, without a suitable footpath along the proposed narrow laneway that will connect the site to a network of footpaths in the area, the proposal does not promote a walkable neighbourhood and sense of community. The current design does not take the pedestrian safety and sustainability as a public asset into consideration.

Therefore the proposed public laneway is considered inappropriate for the context and setting of the development and is poorly designed. The proposal is not considered compatible with the existing and future development in the locality.

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

Access, Transport and Traffic

The proposed development has included a public laneway which has not achieved the Engineering Design specifications, the numerical requirements specified within the Googong Development Control Plan Part 4 or 5 or the general design requirements for public roads. Also the proposed development on site generates 125 vpa which is greater than the maximum traffic generation of 100 vpa allowed for a public laneway and is likely to generate greater traffic impact within the development and locality. The proposed narrow public laneway without any treatments such as a footpath will give rise to increased conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway and traffic impact in the locality. It represents poor design and unsuitable development on site and in the locality.

The application was referred to the Local Development Committee and Council's Development Engineer for comment and they did not support the proposed public laneway due to residents and public safety issues, unsuitable access for service vehicles and emergency service vehicles, potential traffic volumes, use of the laneway (legal intent of motorists) and public asset viability (see Part 5 of the Googong DCP for more details).

Therefore the proposed development's impact in relation to access, transport and traffic is considered inappropriate and is not supported.

Site Design and Internal Design

The proposed development, both subdivision of land and new dwellings, is considered to be generally well designed in an environmentally sensitive manner. However, the proposed narrow laneway without any treatments such as a footpath represents poor design and unsuitable development in the locality as it will give rise to increased conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway and traffic impact in the locality.

Cumulative Impacts

Cumulative impacts relate to the small impacts of developments in an area that when considered in unison can result in detrimental impact on the natural or built environment.

The proposed development has included a public laneway which has not achieved the Engineering Design specifications, the numerical requirements specified within the Googong Development Control Plan Part 4 or 5 or the general design requirements for public roads. Council approved two previous applications, DA 412-2015 and DA 71-2016 for small lot housings with public laneways that do not comply with the Engineering Design Specifications. Council was aware that approving both public laneways in their current forms, may set the precedent or result in cumulative impacts in the future. However, the two previous developments generate the maximum traffic of 100 vpa or less than the maximum traffic volume allowed for a public laneway in Table D1.5 of the Design Specification and generate minimum traffic impact.

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

The proposed development generates 125 vpa which is greater than the maximum traffic generation of 100 vpa allowed for a public laneway and is likely to generate greater traffic impact within the development and locality. Also the proposed narrow public laneway will give rise to increased conflict between pedestrian, vehicles, garbage vehicles and emergency services vehicles using the laneway. The proposed public laneway in its current form, if approved, will set the precedent for the future development in the remaining lots allocated for small lot housing within Neighbourhood 1A as the amended Engineering Design Specification and Council's DCP only apply to future public laneway within Neighbourhood 1B. Therefore the proposed design of the public laneway is not supported in its current form.

(e) Unsuitability of the site for the development - Section 79C (1)(c)*Does the proposal fit in the locality?*

The subject site is located within the additional development area which permits minimum lot sizes of 130m², this area is established around the neighbourhood centre. The subdivision of lots to a size of 130m² caters for the provision of small lot housing, which is envisaged in this location. The proposed development will provide a minimum lot size of 132m² and proposes small lot housing.

There are no physical constraints, heritage, threatened species, agriculture or mineral and extractive resource constraints. Adequate recreational opportunities will be provided and all services will be available except a suitable vehicular access which is a major component for a suitable housing need.

The proposed narrow public laneway in its current form will give rise to increased conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway and traffic impact in the locality. Directly across the road and diagonally across the road are a public school site and the village centre development. The generation of traffic from these sites, the school being the more likely will impact on this laneway, the lane will be within the school zone, and the likelihood that children and or parents may use this lane if it is a public asset to travel to and from school during peak hours produces a risk to Council as a public asset in its current form which would not be in the public's interest.

Therefore the proposed public laneway is considered inappropriate for the site and scale of the development and is poorly designed. The proposal is not considered compatible with the existing and future development in the locality.

Are the site attributes conducive to development?

Site attributes such as configuration, size and slope, are not considered conducive to the proposed development as the required retaining walls between the dwellings and garages/carports on Lots 2 - 11 limit its development potential to provide a suitable vehicular access on site.

It is noted that the size of the site can accommodate the proposed 13 lot subdivision and that complies with the minimum lot size, provides a north south orientation and a minimum cut and fill. However, the inclusion in the current design for vehicular access to be via a public laneway is not considered satisfactory. The site and the configuration of the lots does not allow the achievement of the necessary width to accommodate a public laneway with appropriate footpaths to ensure the safety and amenity of the residents and laneway users.

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

It is considered that the proposed development is not suitable and the site attributes are not conducive to the proposed development.

(f) Public Interest – Section 79C(1)(e)

It is considered that the public interest will be adversely affected by the proposed development. The proposal as submitted is not considered well designed as it does not provide for suitable and safe vehicular access and vehicle manoeuvrability. The proposed narrow public laneway is likely to cause conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway. The development site is located in close proximity to a future neighbourhood centre. However, without a suitable footpath along the proposed narrow laneway that will connect the site to a network of footpaths in the area, the proposal does not promote a walkable neighbourhood and sense of community.

Other Comments(a) Building Surveyor's Comments

Council's Building Surveyor has assessed the proposal and has raised no objections subject to the imposition of relevant conditions (if granted).

(b) Development Engineer's Comments

Water Supply - The development and proposed lots are supplied with potable services from infrastructure constructed during works for CCSUB 05-2014, any strata development by the construction of "fonzie" style units will require an individual metering arrangement at the cost of the applicant.

Sewer - Each lot in the proposed development is supplied with a sewer tie. This was constructed during work for CCSUB 05-2014. Work as executed plans would form part of a Construction Certificate application.

Storm Water - A storm water main is constructed within the carriageway of the lane, with pits constructed to capture any overland flows. Each property is served with a storm water tie off this main. Work as executed plans for the work are pending and would form part of a Construction Certificate application.

Electricity - Public lighting to the lane is proposed with a shorter arm reach and lower illumine. The site has telecommunication and power available, which was constructed as part of stage 6D of neighbourhood 1A.

(c) Environmental Health Comments

Council's Environmental Health officer has assessed the proposal and has raised no objections subject to the imposition of relevant conditions (if granted).

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

(d) Local Development Committee Comments

The Committee reviewed the application and could not support the application, due to safety, geometrical design and sustainability as a public asset. The concerns raised by the Committee are outlined below in more detail:

- a) Pedestrian safety with no identifiable facilities in the public laneway for pedestrians;
- b) Potential for the lanes to be used as thru traffic access which is not as per design. This concern was particularly noted with nearby development such as a school that might generate vehicle or foot traffic using the lane as alternate route or for parking during busy pick up and drop off school times.
- c) Safety concerns with garbage collection including pedestrian safety of residents and potential disruption to garbage collection service should vehicle's park in the laneway.
- d) Proposed lane widths permit only one-way direction traffic did raise safety concerns for vehicles in residences based towards the rear end of the lane that may illegally choose to exit the lane in the wrong direction rather than drive the full length of the lane in the correct direction.
- e) Concerns for speeding and thru traffic with the linkage of the public laneways and recommendation for a reasonable visual offset to be included in the design.
- f) Note the need for public laneways to be accessible by emergency services vehicles and concerns the current design might not always permit this access.
- g) Concerns that the location of the garage blocks pedestrian sight distances for vehicles traffic using the laneway.

Legal Implications

There is a high likelihood that if Council supports the recommendation and the application is refused, that the applicant will appeal to the NSW Land and Environment Court and have indicated as much. Whether the appeal is based on a deemed refusal or an actual refusal has little impact on the way in which the appeal would proceed.

The cost of an appeal is likely to cost Council in the vicinity of \$50-60,000 regardless of the outcome.

Of course, if Council approves the application then the likelihood of an appeal is dramatically reduced.

Also, nothing prevents the applicant seeking to have the proposal treated as a community title subdivision which is likely to be supported by Council as the laneway would not become a Council asset.

Financial Implications

The proposed development is subject to the Googong Urban Development Planning Agreement. Contributions security and cash contributions are applicable under this agreement to the proposed development if the DA is approved.

Financial implications for Council, should the proposal be approved, will arise from the requirement for the on-going maintenance of the public laneway, landscaping and street lighting along the proposed laneway. There is also the liability that will come to Council for any incidents that occur that result in the acceptance of a laneway that has not met Council's specifications.

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

Engagement

The proposal required notification under Queanbeyan DCP 2012. No submissions were received.

Compliance or Policy Implications

All legal and compliance considerations have been satisfactorily addressed within the report.

Conclusion

The submitted proposal for the subdivision of land to create 13 x Torrens Title lots, 1 x Strata lot, 1 residue lot and 1 x public laneway, and erection of 13 x dwellings (including 1 x dwelling house, 7 x attached dwellings, 4 x semi-detached dwellings and 1 studio dwelling) on Lot 1329 DP 1217419 (formerly known as Lot 63 DP 1208211) Corner of Helen Circuit and Gorman Drive, Googong is a local development supported by a Statement of Environmental Effects. The proposal was notified to adjoining owners/occupiers and no submissions were received.

The proposal has been assessed under Section 79C *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan Local Environmental Plan 2012*, *Queanbeyan Development Control Plan 2012* and *Googong Development Control Plan*. The development does not satisfy all the requirements or achieve the objectives of these instruments. There are some variations that are considered minor and have been supported in similar developments in the past and are in turn considered appropriate to support for this application.

However, there are a number of areas of concern that principally relate to the inclusion of a public laneway in the design which results in non-compliance that is not supported as follows:

- (a) Non-compliance with the R1 General Residential zone objectives under the QLEP 2012.
- (b) Non-compliance with the relevant provisions of Parts 4, 5 and 7 of the Googong DCP.
- (c) Unacceptable adverse impacts of the development under Section 79C (1)(b) as it relates to the context and setting, access transport and traffic impacts, Site and internal design and the cumulative impacts
- (d) Unsuitability of the site for the development - Section 79C (1)(c)
- (e) Not in the public interest – Section 79C(1)(e)

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

The proposed development is not considered suitable for the site, and is recommended for refusal based on the assessment in this report and the following reasons for refusal:

- (a) The proposal does not comply with the *Queanbeyan Local Environmental Plan 2012* (QLEP 2012) in the following ways:
- i. The proposal does not meet the R1 General Residential zone objectives to ensure that new development provides for the housing needs and good amenity for residents as the proposed vehicular access/public laneway is unsatisfactory and is likely to generate traffic impact on the development on site and on the locality. Without a suitable footpath along the proposed narrow laneway that will connect the site to a network of footpaths in the area, the proposal does not promote a walkable neighbourhood and sense of community. The narrow public laneway is likely to cause conflict between pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway.
 - ii. The proposal does not comply with Clause 4.1 of the QLEP 2012 as the proposed development will have adverse impact on the functions and safety of main roads in the area. The proposal is not well designed as a suitable vehicular access with acceptable footpath in the laneway verge cannot be provided for the proposed development which will have impacts on the safety and amenity of the residents and environment. Also the traffic generation is greater than the maximum traffic generation allowed for a public laneway. This will generate greater traffic impact within the development and locality and will impact on the functions and safety of the roads in the area.
 - iii. The proposal does not satisfy the requirements under Clause 7.9 of the QLEP to ensure the development has a suitable vehicular access. The proposed narrow public laneway without any treatments such as footpath will give rise to increased conflict between pedestrian, vehicles, garbage vehicles and emergency services vehicles using the laneway and traffic impact in the locality. It represents poor design and unsuitable development on site and in the locality.
- (b) The proposed development does not comply with the following parts of the Googong Development Control Plan:
- i. The proposal does not comply with Clause 4.2 of the Googong DCP as the proposed narrow public laneway without a suitable footpath that will connect the site to a network of footpaths in the area will not promote a walkable neighbourhood. It will give rise to increased conflict and risk between resident pedestrians, vehicles, garbage vehicles and emergency services vehicles using the laneway.
 - ii. The proposal does not comply with Clause 5.2, Clause 5.8 and Clause 7.3 of the Googong DCP. The public laneway component of the proposal is not considered well designed as it does not provide for suitable and safe vehicular access and vehicle manoeuvrability that meet the requirements under Council policies as follows:
 1. The proposed laneway exceeds the maximum length for the laneway in the DCP and does not include satisfactory treatments to reduce the gun barrel affects.

8.10 Development Application 90-2016 - Small Lot Housing and Subdivision - Lot 1329 DP 1217419 - Helen Circuit - Googong (Ref: C1790977; Author: Thompson/Kunang) (Continued)

2. The application is not supported by the Local Development Committee due to residents and public safety issues, unsuitable access for service vehicles and emergency service vehicles, potential traffic volumes and use of the laneway (legal intent of motorists)
 3. Council would have to maintain an asset that is under designed for its use and this is not in the public interest to be a public asset in its current form.
- iii. The proposal does not comply with Clause 7.9 of the Googong DCP as pedestrian and vehicle access ways of all dwellings are not separated and not clearly distinguishable, and with the proposed traffic generation, external traffic inputs and geometry of the lane it delivers a design that is not in the interest of Council as a public asset.
- (c) The proposed narrow laneway without any suitable footpath is considered inappropriate for the site and scale of the development and is poorly designed. The proposal that includes a narrow public laneway without any suitable footpath is not considered compatible with the existing and future development in the locality.
- (d) The proposal is not in the Public interest as it has the potential to impact on the safety of the public and adverse impacts on adjoining land uses and will set an undesirable precedent for the future development.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Council Meeting - 28 June 2017 - DA 90-2016 - Section 79C Table - Small Lot Housing - Helen Circuit (<i>Under Separate Cover</i>) |
| Attachment 2 | Council Meeting - 28 June 2017 - DA 90-2016 - Small Lot Housing - Advice on Plans (<i>Under Separate Cover</i>) |
| Attachment 3 | Council Meeting - 28 June 2017 - DA 90-2016 - Independent Traffic & Parking Advice - Small Lot Housing (<i>Under Separate Cover</i>) |

8.11 Sponsorship, Grants and Loans Policy Adoption (Ref: C1791094; Author: Spyve/Spyve)

Summary

A draft Sponsorship, Grants and Loans Policy was presented to the Council meeting of 26 April 2017. It was agreed that this policy should be placed on public exhibition for 28 days to seek public comment on its content. A total of four submissions were received on the draft policy which has now been brought forward to Council for final adoption.

Recommendation

That Council

1. **Note the submissions received from the community on the draft policy, and after considering these:**
 2. **Adopt the final version of the Sponsorship, Grants and Loans Policy**
-

Background

On 26 April 2017 a report was presented to Council setting out a draft Sponsorship, Grants and Loans Policy. The April report noted that, *“The provision of sponsorship, grants and loans can be advantageous for all parties. However, Council must ensure that the provision of such does not compromise or question the integrity of Council operations or its corporate reputation.”*

The draft policy set out the principles underpinning Council’s Grants and Loans programs. These principles are based around:

- Servicing our community
- Sustainability and capacity building
- Inclusion
- Collaboration and Partnerships
- Equity, and
- Responsiveness

The policy also recognised that occasionally Council may provide loans to community organisations which have facilities on Council owned or controlled property. These loans are principally to assist these community organisations in obtaining other external funding to undertake specific projects.

The draft policy was placed on public exhibition following the April Council meeting. Council utilised its Engagement HQ community engagement web tool to seek community comment. A total of 20 participants took the opportunity to access the draft policy of which 19 chose to download the document. Of these 4 individuals made submissions on the draft policy. Attachment 1 provides an breakdown of their comments and Council’s course of action in respect of these.

Recommended changes:

The following changes have been made to the draft policy as a result of the public feedback:

1. A new Clause was added which states there must be formal recognition by the borrower of the funding received from the Council and this can be done via any promotion of the project or by signage on the project itself.
2. An additional provision added to the policy noting that the terms for any loan will also specify what happens if the loan is in default.
3. Removal of the words specifying the period when sports grant applications must be made. This is in recognition that such applications can now be made anytime during the year.

8.11 Sponsorship, Grants and Loans Policy Adoption (Ref: C1791094; Author: Spyve/Spyve) (Continued)

Implications***Legal***

Having in place a policy relating to sponsorships, grants and loans provides clarity as to Council's responsibilities and also how Council will deal with these proposals/requests. The development of such a policy is important in respect of ensuring probity and the maintenance of corporate reputation pertaining to sponsorships, grants and loans.

Conclusion

Queanbeyan-Palerang Regional Council needs to have in place a policy setting out how it will deal with sponsorships, grants and loans. Having such a policy in place establishes a framework to ensure the good management of sponsorships, grants and loans. This policy will guide the private sector, community organisations and Council staff in how to deal with sponsorship, grant and loans issues to ensure probity, transparency and good risk management

Attachments

- | | |
|--------------|---|
| Attachment 1 | Submission Summary - Sponsorship, Grants and Loans Policy (<i>Under Separate Cover</i>) |
| Attachment 2 | Sponsorship, Grants & Loans Policy (final) (<i>Under Separate Cover</i>) |

**8.12 Development Application 192-2016 - Subdivision of Land at The Poplars,
Construction of Two New Public Roads, and Demolition of Existing Dwelling -
300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman)**

Summary

Reason for Referral to Council

This application has been referred to Council because the Portfolio General Manager of Natural and Built Character has determined it is in the public interest to have the matter considered by Council.

Proposal:	Demolition of Existing Dwelling-House and Outbuildings, Subdivision of land to create 6 x Torrens Title Lots, Construction of Two Public Roads and Associated Works.
Applicant/Owner:	Aps (NSW) Pty Limited / Robin Pty Limited
Subject Property:	Lot 1 DP 338637 & Lot 5 DP 719108 300 Lanyon Drive, Jerrabomberra.
Zoning & Permissibility:	B1 – Neighbourhood Centre and RE2 – Private Recreation under Queanbeyan Local Environmental Plan (Poplars) 2013. The proposed development is permitted in the zone with development consent.
Public Submissions:	None
Issues Discussed:	Planning Requirements
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made.

Recommendation

- 1. That Development Application 192-2016 for Demolition of Existing Dwelling-House and Outbuildings, Subdivision of land to create 6 x Torrens Title Lots, Construction of Two Public Roads and Associated Works on Lot 1 DP 338637 and Lot 5 DP 719108 300 Lanyon Drive, Jerrabomberra be granted conditional approval.**
 - 2. That the NSW Rural Fire Service and NSW Roads and Maritime Services be forwarded a copy of Council's notice of determination.**
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8.12 Development Application 192-2016 - Subdivision of Land at The Poplars, Construction of Two New Public Roads, and Demolition of Existing Dwelling - 300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman) (Continued)

Background

Strategic Context

The site is known as the Poplars Neighbourhood Centre precinct, which is part of the larger Poplars urban release area. The Poplars land was rezoned in 2013 to provide for future commercial, recreational, community and environmental protection purposes.

The desired future character of the Poplars identified in the South Jerrabomberra Master Plan is a mix of office, light industrial, small scale retail, business and community uses. The part of the site zoned for RE2 – Private Recreation is identified in the Poplars Neighbourhood Structure Plan (Northside) as a community site. The part of the site zoned B1 – Neighbourhood Centre is envisioned to accommodate a range of small scale retail and business uses.

Proposed Development

The development application is for the subdivision of land to create:

1. Demolition of the existing dwelling-house known as the Poplars homestead and ancillary buildings;
2. 6 x Torrens Title Lots, with five identified for future business type land uses (2,496m² – 8,178m²) and one residue lot (Lot 6) (9.826Ha);
3. Construction of two new public roads and intersection with Tomsitt Drive; and
4. Associated earthworks, landscaping and infrastructure provision.

None of the proposed lots will be accessed directly from Tomsitt Drive. All vehicle access will be from new public roads connecting to Tomsitt Drive via a signalised T-intersection and terminating in a cul-de-sac. Proposed Road 1 runs north from its intersection with Tomsitt Drive to connect to a right-hand turn into proposed Road 2, which runs east along the frontages of Proposed Lots 1 – 5.

Provision has been made for the future extension of Road 1 to provide access into a further development of the northern Neighbourhood Centre section of the site, as well as access to the western part of the site zoned for recreational purposes.

The remainder of Lot 6 zoned B1 – Neighbourhood Centre may be further subdivided in the future for additional purposes permitted in the zone (subject to approval).

Note: The T-intersection proposed as part of this development is identified for future upgrade to a four-way intersection connecting Tomsitt Drive to the Northern Entry Road (providing access to South Jerrabomberra). Construction of the Northern Entry Road by the developer of South Tralee is currently on hold, however, the design of the T-intersection has been required to be consistent with a future upgrade to a four-way intersection.

A 7m wide landscape and acoustic buffer is provided along the eastern perimeter of the site, including the planting of native trees and shrubs as well as the construction of a 2m high acoustic wall atop a 1.5m high mound.

No building works are proposed, nor is any specific use of the new lots. The future built form and use of each lot will be subject to separate development applications.

Council should be aware that a previous Development Application has been lodged for subdivision of this property and land south of Tomsitt Drive (DA322-2015). However, DA196-2016 supersedes DA322-2015 and as such the assessment and determination of DA322-2015 has been suspended pending the determination of DA196-2016.

**8.12 Development Application 192-2016 - Subdivision of Land at The Poplars,
Construction of Two New Public Roads, and Demolition of Existing Dwelling -
300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman)
(Continued)**

Subject Site and Locality

The site is located north of Tomsitt Drive, west of Jerrabomberra Circle and adjoins the western boundary of residential development at Jerrabomberra (refer to Figures 1 and 2 below showing the subject site highlighted in red). The site has an area of approximately 12.55ha, is triangular in shape and has a long frontage to Tomsitt Drive. It slopes gently from the centre up to the western boundary and down to the northern boundary. A large pipeline supplying water to the ACT runs along the front of the site within an existing 10m wide easement.

The site contains the Poplars homestead and ancillary buildings, including a woolshed, and two dams. Vegetation on the site is characterised by open grazing areas, with a cluster of mature mostly native trees in the northern corner of the site and in the vicinity of the dwelling and other buildings. The built form on the site has some heritage value as evidence of early 20th century pastoral practice and settlement in the area, but is not a listed heritage item.

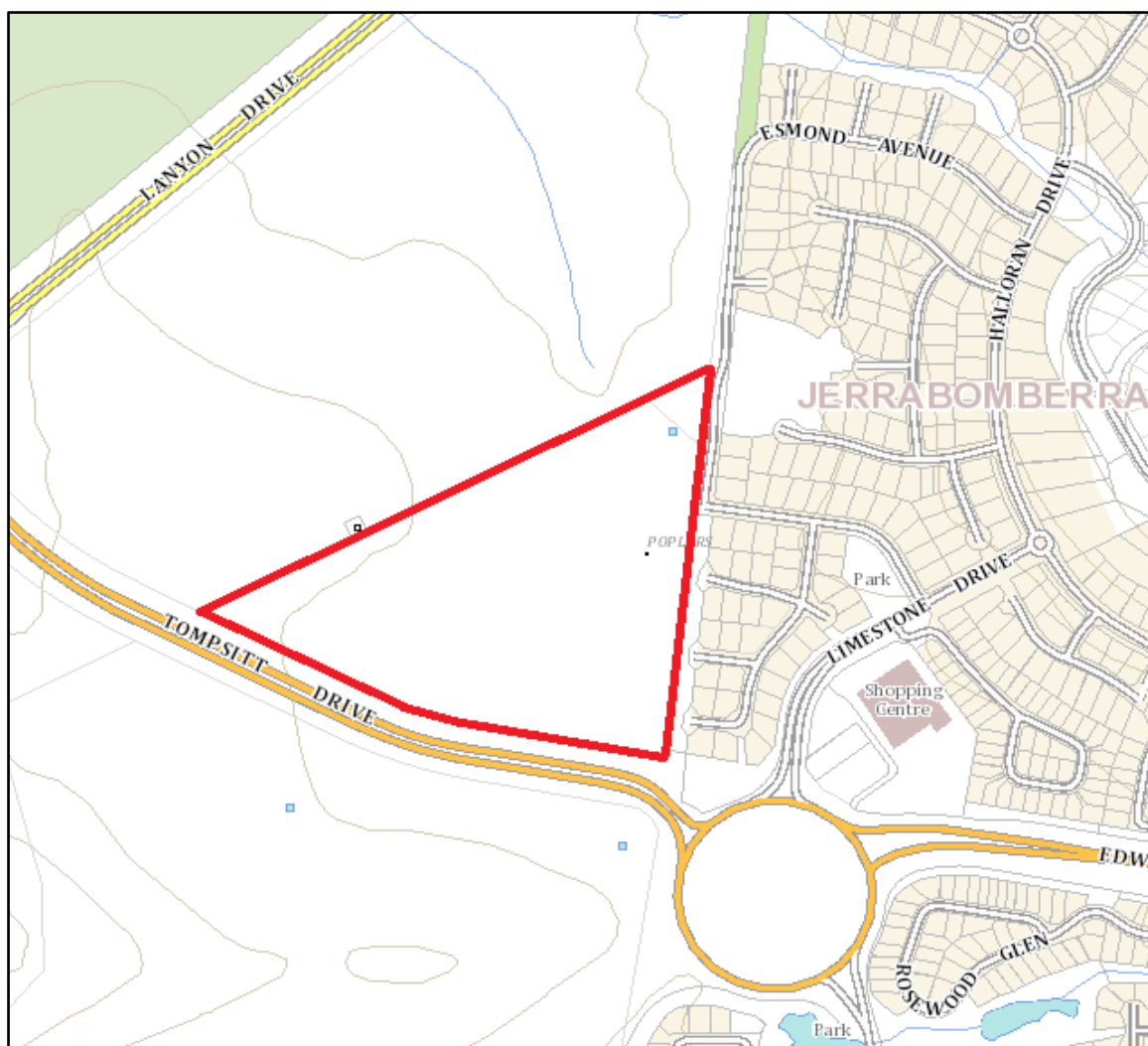


Figure 1 – Subject Site and Locality
(Source: SIX Maps – Amended by Assessing Officer)

**8.12 Development Application 192-2016 - Subdivision of Land at The Poplars,
Construction of Two New Public Roads, and Demolition of Existing Dwelling -
300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman)
(Continued)**



Figure 2 – Subject Site

(Source: SIX Maps – Amended by Assessing Officer)

Planning Requirements

Assessment of the application has been undertaken in accordance with Section 79C(1) of the Environmental Planning and Assessment Act (EPAA) 1979, as amended. The matters that are of relevance under Section 79C(1) are summarised in the attached *Section 79C(1) Table – Matters for Consideration*.

The following planning instruments have been considered in the planning assessment of the subject development application:

1. State Environmental Planning Policy No 55 – Remediation of Land;
2. State Environmental Planning Policy- (Infrastructure (2007);
3. Queanbeyan Local Environmental Plan (Poplars) 2013 (LEP);
4. South Jerrabomberra Development Control Plan (SJDCP); and
5. Queanbeyan Development Control Plan (QDCP);

8.12 Development Application 192-2016 - Subdivision of Land at The Poplars, Construction of Two New Public Roads, and Demolition of Existing Dwelling - 300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman) (Continued)

The development generally satisfies the requirements and achieves the objectives of these planning instruments. There are no variations to development standards or controls proposed. The main issue relates to traffic generation and the design of the new T-Intersection with Tomsitt Drive and its ability to be upgraded in the future to a four-way intersection with the construction of the Northern Entry Road into South Jerrabomberra. The submitted Traffic Report and intersection design have been assessed by Council's Development Engineer and NSW Roads and Maritime Services (RMS) as being satisfactory. Traffic queue lengths will be within the available storage lengths – refer to Engineering comments later in this Report.

(a) Compliance with LEP

The proposed development is consistent with the requirements of the Queanbeyan Local Environmental Plan (Poplars) 2013. For an assessment of the LEP see the attached *Section 79C(1) Table – Matters for Consideration*.

(b) Compliance with DCP

The application has been assessed against the relevant parts of the South Jerrabomberra Development Control Plan and the Queanbeyan Development Control Plan. To view the detailed assessment of the DCP's see the attached *Section 79C(1) Table – Matters for Consideration*.

(c) Building Surveyor's Comments

There are no outstanding building issues associated with the development application subject to the imposition of standard conditions.

(d) Development Engineer's Comments

Council's Development Engineer has assessed the proposed development and confirmed that adequate services are available (or can be made available) subject to the imposition of recommended conditions. Refer to specific comments below.

Water - There is an 1800mm diameter Icon Water owned trunk water main, located in a 10m wide easement that runs along the southern boundary of the development site. This trunk main services the ACT and must be protected during the construction of the development. Icon Water have provided their consent as to what protection measures must be implemented during the construction of the access road into the development. These requirements will be appropriately conditioned as part of the development consent. The location of the 1800mm diameter trunk water main is shown in blue in Figure 3.

The proposed connection point for this development is at a stub connection at the intersection of O'Sullivan Road and Esmond Avenue. This connection point is considered satisfactory. Each of the proposed allotments for this development are able to be serviced with the water main shown on the submitted drawings in accordance with Council's Water Reticulation Specification D11.

The intersection design (and proposed pavement levels) directly impacts the 1800mm Icon Water owned water main that runs along the northern edge of Tomsitt Drive. ICON Water have provided a certificate of design acceptance along with stamped approved drawings outlining the scope of work. These documents shall be included as part of the stamped approved DA plans.

**8.12 Development Application 192-2016 - Subdivision of Land at The Poplars,
Construction of Two New Public Roads, and Demolition of Existing Dwelling -
300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman)
(Continued)**

Electricity - The proposed new lots will connect to existing electricity infrastructure on Tomsitt Drive and adjoining the site's western boundary.

Drawing Sheet No.15-000100.1-D007+ shows the removal of an existing powerline that runs westward from the south eastern corner of the site through to the future Community Site. This power line is to be relocated underground west along Road 2, under Road 1 and then north along the western side of the future Community Site. The underground power along the western boundary is shown to be located in an appropriately sized easement.

Sewer - There is a 525mm (minimum size) trunk sewer main that traverses the entire development site. It enters in the south eastern corner, and runs on an angle towards the northern end of the boundary between proposed Lots 2 and 3. The main then continues in a northerly direction past the boundary of Lot 5. The alignment of the sewer main is such that it essentially divides the proposed Lot 3 in two as well as impacting on the proposed Lots 2 and 4 (Figure 3).

Conditions of consent recommend that the sewer main be located centrally in an 8m wide easement. No structure or hard landscaping will be able to be constructed over the easement as part of any future development on Lots 2, 3 and 4.

Due to the gradual fall across the development site and the existing main, there should be no issues with the gradient of the sewer mains and achieving the required fall. The sewer connection point into the main at the south eastern corner of the development site is considered appropriate.

Each of the proposed allotments for this development are able to be serviced with the sewer mains shown on the submitted drawings.

Stormwater - Due to the gradual fall from the centre of the proposed development site in both a northern and southern direction there should be no issues with the gradient of the stormwater mains and achieving the required fall to discharge from the site. In the north, flows are directed to an existing dam (for settlement purposes) this dam overflows into an existing creek/swale that drains north towards Lanyon Drive. In the south the site is to be contoured to flow to the south eastern corner to connect with existing overland flow paths and into Council trunk stormwater. The overall concept is considered appropriate.

Each of the proposed allotments for this development are able to be serviced with the stormwater mains shown on the submitted drawings.

8.12 Development Application 192-2016 - Subdivision of Land at The Poplars, Construction of Two New Public Roads, and Demolition of Existing Dwelling - 300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman) (Continued)

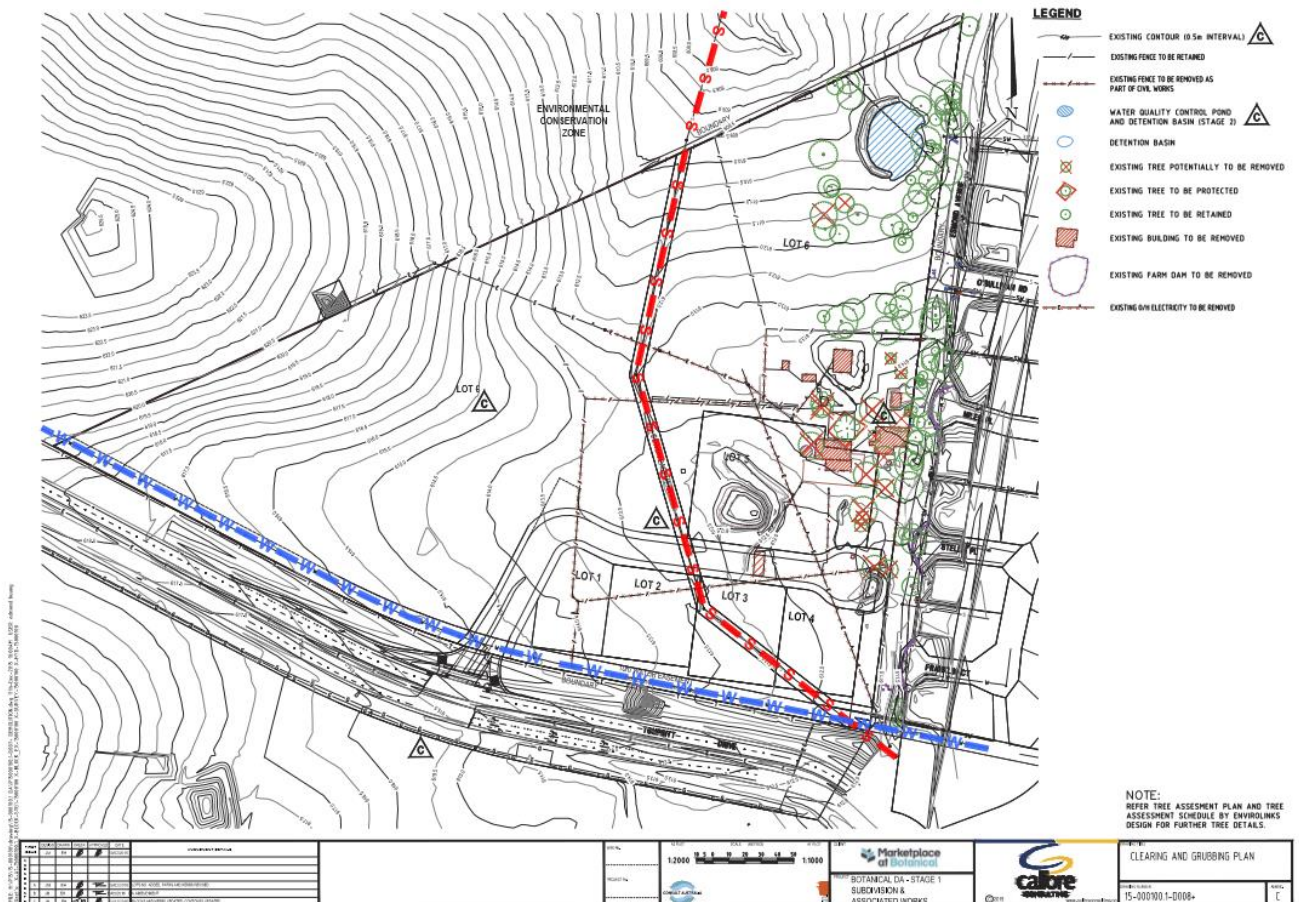


Figure 3 – Location of Sewer and water mains
(Source: Calibre – Civil Drawings – Amended by Assessing Officer)

Vehicular Access

Traffic Generation - Based on the “Traffic Report for Proposed Retail Development Subdivision (Botanical Marketplace)” prepared by Colston Budd Hunt & Kafes Pty Ltd, February 2016, the traffic volumes expected from the Stage 1 development (this DA) is in the order of 550 vehicles per hour (peak period). The traffic from the Stage 2 development is in the order of 1100 vehicles per hour (peak period). Details relating to the queue lengths for the overall development have been provided by the applicant. The outcome of these details is that the expected queue lengths for vehicles turning in and out of the site will fit within the proposed median turn lanes and should not cause traffic congestion.

The outcome of these details is that the queue lengths will be within the storage lengths available.

The appropriateness of the design has been reviewed by the NSW Roads and Maritime Services (RMS), who will continue to review the design as part of the Works Authorisation Deed (WAD) process during construction.

8.12 Development Application 192-2016 - Subdivision of Land at The Poplars, Construction of Two New Public Roads, and Demolition of Existing Dwelling - 300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman) (Continued)

New Intersection - The access for the development is proposed through the construction of a T-intersection with Tomsitt Drive at the south western corner of the site. Whilst the intersection design is being undertaken as part of the Northern Entry Road Stage 3 (DA 128-2016), provision of an appropriate intersection must be accounted for as part of the subject application.

A review of the proposed T-intersection indicates that it is consistent with the drawings submitted as part of DA 128-2106, although will need to include any design amendments made to the Stage 3 NER design.

The proposed T-Intersection design was referred to the RMS for comment under the *Roads Act 1993* as the authority for signalised intersections. The RMS requested the applicant make amendments to the design, which were made and subsequently approved. The RMS have provided conditions of consent that will need to be imposed on the development by Council (should consent be granted).

Internal Access - The provided plan of subdivision conceptually includes the appropriate road reserves and easements that were requested by Council. A 19m semi-trailer has been used for the design vehicle for this site. The road within the development site adequately accommodates the 19m semi-trailer.

Connection to existing telecommunications and natural gas infrastructure is also shown on the submitted plans. All services and other infrastructure must be completed prior to the release of any Subdivision Certificate for the proposed lots.

(e) *Environmental Health Comments*

There are no outstanding environmental health issues associated with the development application subject to the imposition of recommended conditions.

(f) *Heritage Advisor's Comments*

The proposal is a subdivision creating 6 lots and a public road, plus demolition of existing buildings, namely the dwelling and out-buildings referred to as "The Poplars".

The place is not on the QLEP heritage schedule but appears to have been constructed in the Inter War period and has some degree of heritage significance as evidence of early 20th century pastoral practice and settlement pattern in the area.

The dwelling has been partly vandalised and the remainder of the infrastructure in only fair condition. However, as a homestead its setting is clearly legible and includes a well-formed oak tree, remains of a garden landscape and some well-established fruit trees in an orchard layout. One of the outbuildings utilises pole-frame construction with corrugated iron cladding. The woolshed is a large steel-framed and corrugated-iron clad structure complete with overhead gear and sorting table. It is in fundamentally good condition.

A cultural heritage assessment prepared by Patricia Saunders in November 2003 recommended that "prior to development The Poplars homestead be assessed by a qualified heritage architect to identify any architectural significance".

8.12 Development Application 192-2016 - Subdivision of Land at The Poplars, Construction of Two New Public Roads, and Demolition of Existing Dwelling - 300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman) (Continued)

The homestead and its immediate outbuildings is one the few such surviving groups from the pre-Jerrabomberra settlement phase and with demolition the tangible link to the early 20th century development phase will be lost forever. In view of this I suggest a stand-alone record of the place be prepared that includes;

- The history from the Saunders report plus any additional historical information that can be gathered,
- An enlarged view of the site survey labelled with scale and building names, and
- Digital photos of the exterior and interior of each building.
- The record should be prepared as a printable PDF document that could be easily accessed by future generations.

Conditions will be imposed (should development consent be granted), to ensure that the Heritage Advisor's recommendations are carried out prior to the demolition of any of the building on the site.

(g) Essential Energy

The site contains overhead powerlines that are proposed to be removed, and the proposed development includes the creation of new electricity easement. Essential Energy have advised that they have no objection to the proposal provided that standard easement terms and arrangements are adhered to. Essential Energy's requirements will be imposed as conditions of consent and as advisory notes (should development consent be granted).

(h) Roads and Maritime Services (RMS)

The proposed T-Intersection design was referred to the RMS for comment under the *Roads Act 1993* as the authority for signalised intersections. The RMS requested the applicant make amendments to the design, which was subsequently approved. The RMS have provided conditions of consent that will need to be imposed on the development by Council (should consent be granted).

(i) Rural Fire Service (RFS)

The proposed development is Integrated Development requiring a Bushfire Safety Authority to be issued by the NSW Rural Fire Service (RFS). This is because, pursuant to Section 100B of the Rural Fires Act 1997, the proposal includes the subdivision of land that could lawfully be used for residential purposes (shop-top housing is permissible with consent in the B1 – Neighbourhood Centre zone).

The RFS issued a Bushfire Safety Authority for the proposed development on 26 July 2016 (updated on 21 December 2016), with recommended conditions regarding compliance with 'Planning for Bushfire Protection 2006' to be imposed on the development consent (if granted).

(j) NSW Police Comments

The proposed development was referred to the NSW Police for comment in relation to Crime Prevention Through Environmental Design (CPTED) principles. The Police have assessed the proposal as being a low crime risk. Detailed response to Police comment is included in the attached *Section 79C(1) Table – Matters for Consideration*.

8.12 Development Application 192-2016 - Subdivision of Land at The Poplars, Construction of Two New Public Roads, and Demolition of Existing Dwelling - 300 Lanyon Drive, Jerrabomberra (Ref: C1791192; Author: Tegart/Newman) (Continued)

Financial Implications

There will be no financial implications from the proposed development. Development Contributions under Section 94 of the *Environmental Planning and Assessment Act 1979* are not required for this proposal, however, contributions under Section 64 of the *Local Government Act 1993* for water and sewer headworks contributions are applicable.

Engagement

The proposal required notification under Queanbeyan DCP 2012. No submissions were received.

Compliance or Policy Implications

The application has been assessed in accordance with the requirements of the Environmental Planning and Assessment Act, Regulations and Council's policies. Refer to *Section 79C(1) Table – Matters for Consideration*.

Conclusion

The submitted proposal is for Demolition of Existing Dwelling-House and Outbuildings, Subdivision of land to create 6 x Torrens Title Lots, Construction of Two Public Roads and Associated Works on Lot 1 DP 338637 and Lot 5 DP 719108 300 Lanyon Drive, Jerrabomberra. The application is Integrated Development and is supported by a Statement of Environmental Effects. The proposal was notified to adjoining owner/occupiers and no submissions were received.

The proposal has been assessed under Section 79C *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan Local Environmental Plan (Poplars) 2013*, the Queanbeyan Development Control Plan 2012 and South Jerrabomberra Development Control Plan.

The development achieves the objectives of these instruments and satisfies the relevant requirements. The main issue relates to traffic generation and the design of the new T-Intersection with Tomsitt Drive and its ability to be upgraded in the future to a four-way intersection with the construction of the Northern Entry Road into South Jerrabomberra. The submitted Traffic Report and intersection design have been assessed by Council's Development Engineer and NSW Roads and Maritime Services (RMS) as being satisfactory. Traffic queue lengths will be within the available storage lengths.

The proposed development is considered suitable for the site, is compatible with the neighbourhood and can be conditioned to mitigate any potential impacts.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Council Meeting - 28 June 2017 - Attachment - 79C Assessment - DA 192-2016 (<i>Under Separate Cover</i>) |
| Attachment 2 | Council Meeting - 28 June 2017 - DA 192-2016 - Plans - Poplars Commercial Area (<i>Under Separate Cover</i>) |
| Attachment 3 | Council Meeting - 28 June 2017 - Attachment - Draft Conditions - DA 192-2016 (<i>Under Separate Cover</i>) |

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger)

Summary

A report for Making the Rate and Annual Charges for 2017/18 for the financial year for Queanbeyan-Palerang Regional Council.

Recommendation

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

Background

Each year following consideration of the Operational Plan and Revenue Policy, Council must 'make the rate' and set annual charges to enable rate notices to be issued by the end of July. The general rate pricing path (eg categories and differential rates) cannot alter from that which existed for the former councils at the time of merger. Up to half the general rate income per category can be levied as a base amount or 'base rate' to recover fixed costs of governance and certain community service obligations. The following pages represents the terms of setting the rate, and forms the resolution of Council:

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

Annual Rates

Residential Rates

Residential Ordinary

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

Residential Queanbeyan/Jerrabomberra Urban

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Residential Googong

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

Residential Tralee

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

Rural Residential

An ordinary rate will be levied on all rateable land sub-categorised as “**Rural Residential**” under section 516(1)(c) and section 529(2) (b) of the Act which falls within the designated area of the former Queanbeyan City Council, consisting of an ad-valorem rate of zero one four two eight cents in the dollar (0.1428) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and seventy five dollars and seventy cents (\$475.70) which is equivalent to 40.93% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named “**Rural Residential**”.

Residential - Palerang

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

Farmland Ordinary

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Farmland Palerang

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

Business Ordinary

An ordinary rate will be levied on all rateable land categorised as **“Business”** under section 518 of the Act which falls within the designated area of the former Queanbeyan City Council, consisting of an ad-valorem rate of one point three one six cents in the dollar (1.316) calculated on the land value issued by The Valuer Generals Office with base date 1 July 2016, and a base amount of four hundred and twenty one dollars only (\$421.00) which is equivalent to 5.70% of the total rates levied for this sub-category in 2017/2018. In accordance with section 543(1) of the Act this rate be named **“Business”**.

Business CBD

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

Business Industrial

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

Business Karabar

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Business Jerrabomberra

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

Business Googong

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

Business Palerang

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

Mining

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Annual Charges

Domestic Waste Management

Domestic Waste Management Annual Charges

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

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

Table 1.

Type	DWM Bin Service	Service Frequency	Charge Amount	GST
DW1	140L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$312.00	Nil
DW2	240L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$415.00	Nil
DW3 DW4 DW5 DW6	Additional Bins Service 140L Waste 240L Waste 240L Recycling 240L Green Waste	Weekly Weekly Fortnightly Fortnightly	\$145.00 \$176.00 \$79.00 \$79.00	Nil
DW7	Multi-Unit Shared Service 240L Waste 240L Recycle	Weekly Fortnightly	\$284.00	Nil
DW8	Multi-Unit Shared Service 240L Waste 240L Recycle 240L Green Waste (shared)	Weekly Fortnightly Fortnightly	\$312.00	Nil
DW9	Multi Unit Shared Service Additional Greenwaste	Fortnightly	\$79.00	Nil
DW12	Multi-Unit Shared Service 140L Waste Shared Recycle Booked Cleanup	Weekly Fortnightly Bi-annually	\$284	Nil
DW13	Multi-Unit Shared Service 140L Waste 240L Recycle 240L Green Waste	Weekly Fortnightly Fortnightly	\$312	Nil
DW10	Vacant Domestic Charge		\$24.00	Nil
DW14	Recycling Bin Upsize 360L Recycling	Fortnightly	\$23.00	Nil

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

DW11	Rural Waste Availability Charge		\$46.00	Nil
DW15	Rural Waste 240L Waste 240L Recycling	Fortnightly Fortnightly	\$338.00	Nil
DW17	Rural Waste 240L Recycling only	Fortnightly	\$172.00	Nil
DW21	Rural Waste Additional 240L waste	Fortnightly	\$160.00	Nil
DW22	Rural Waste Additional 240L recycling	Fortnightly	\$123.00	Nil

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

Table 2.

Type	DWM Bin Service	Service Frequency	Charge Amount	GST
DWP1	Domestic Waste Urban 140L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$366.60	Nil
DWP2	Domestic Waste Urban 240L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$398.00	Nil
DWP3	Domestic Waste Urban 360L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$444.00	Nil
DWP4	Domestic Waste Rural 240L Waste 240L Recycling	Fortnightly Fortnightly	\$296.00	Nil
DWP5	Domestic Waste Rural 360L Waste 240L Recycling	Fortnightly Fortnightly	\$377.00	Nil
DWP6	Domestic Waste Rural Compound Bin 240L Waste 240L Recycling	Fortnightly Fortnightly	\$222.50	Nil

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

DWP7	Domestic Waste Rural Compound Bin 360L Waste 240L Recycling	Fortnightly Fortnightly	\$283.00	Nil
DWP8	Domestic Waste Rural Sutton East, Carwoola, Urila and Primrose Valley 240L Recycling	Fortnightly	\$103.00	Nil
DWP9	Domestic Waste Rural Sutton East, Carwoola, Urila and Primrose Valley 360L Recycling	Fortnightly	\$148.00	Nil
DWP10 DWP11	Domestic Waste Rural Sutton East, Carwoola, Urila Additional Bins Service 240L Recycling 360L Recycling	Fortnightly Fortnightly	\$83.00 \$126.00	Nil
DWP12	Vacant Domestic Charge		\$24.00	Nil
DWP13	Replacement Bin Upsize 240-360L Recycling	Fortnightly	\$148.00	Nil
DWP14 DWP15 DWP16 DWP17 DWP18	Domestic Waste Urban Additional Bins Service 140L Waste Bin 240L Waste Bin 360L Waste Bin 240L Recycling Bin 360L Recycling Bin	Weekly Weekly Weekly Fortnightly Fortnightly	\$149.00 \$228.00 \$316.00 \$91.50 \$126.00	Nil
DWP19 DWP20 DWP21 DWP22 DWP23	Domestic Rural Waste Additional Bins Service 140L Waste Bin 240L Waste Bin 360L Waste Bin 240L Recycling Bin 360L Recycling Bin	Fortnightly Fortnightly Fortnightly Fortnightly Fortnightly	\$107.00 \$162.00 \$228.00 \$83.00 \$126.00	Nil

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Commercial Waste Annual Charge

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

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

Table 3.

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

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

Table 4.

Defined Service Area Braidwood, Bungendore and Captains Flat

Type	Bin Service	Service Frequency	Annual Charge	GST
BWP1	140L Waste 240L Recycling	Weekly Fortnightly	\$296.00	nil
BWP2	240L Waste 240L Recycling	Weekly Fortnightly	\$327.00	nil
BWP3	360L Waste 240L Recycling	Weekly Fortnightly	\$377.00	nil
BWP11	Additional 140L Waste Bin	Weekly	\$149.00	nil
BWP12	240L Waste Bin	Weekly	\$228.00	
BWP13	360L Waste Bin	Weekly	\$316.00	
BWP14	140L Waste Bin	Fortnightly	\$107.00	
BWP15	240L Waste Bin	Fortnightly	\$162.00	
BWP16	360L Waste Bin	Fortnightly	\$228.00	
BWP17	240L Recycling Bin	Weekly	\$142.00	
BWP18	360L Recycling Bin	Weekly	\$206.00	
BWP19	240L Recycling Bin	Fortnightly	\$83.00	
BWP20	360L Recycling Bin	Fortnightly	\$126.00	
BWP10	Vacant Charge		\$25.00	nil

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

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

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

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

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

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

Table 7.

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

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Table 8.

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

Water Annual Access Charges

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

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

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

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

Table 9.

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

Residential Water Annual Access Charge

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

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Non-Residential Water Annual Access Charge

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

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

Table 10.

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

Water Usage Charges

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

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

Recycled Water Annual Access Charge

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

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

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

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

Table 11.

Meter Size	Annual Charge
20 mm	\$257.00
25 mm	\$402.00
32 mm	\$658.00

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

40 mm	\$1,028.00
50 mm	\$1,606.00
65 mm	\$2,715.00
80mm	\$4,112.00
100 mm	\$6,425.00

Recycled Water Usage Charge

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

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

Sewerage Service Access Charges

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

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

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

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

Table 12.

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Sewer Access Residential Bungendore, Braidwood & Captains Flat

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

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

Non-Residential Sewer Access Annual Charge

Sewer Access Non-Residential Bungendore, Braidwood & Captains Flat

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

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

Table 13.

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

Sewerage Usage Charges

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

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

Table 14.

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

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

Table 15.

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

Liquid Trade Waste Annual Charges

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

Table 16.

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

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Table 17.

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

Stormwater Management Charge

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

Properties categorised as Residential (Not being Strata Titled)

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

Properties categorised as Residential (Strata Titled)

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

Properties categorised as Business (Not being Strata Titled)

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

Properties categorised as Business (Strata Units)

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

8.13 Making the Rate for 2017/18 Queanbeyan-Palerang Regional Council (Ref: C1792166; Author: Taylor/Steiger) (Continued)

Scenario 1 – Business Strata Units Only

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

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

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

Urban Land Exempt from the Stormwater Management Service Charge

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

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

Interest on Overdue Rates & Charges

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

Attachments

Nil

DETERMINATION REPORTS

8.14 Investment Report - May 2017 (Ref: C1793227; Author: Taylor/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 May 2017.

Recommendation**That Council:**

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

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

The May 2017 return of \$372,802 brought the total return on Cash and Cash Equivalent Investments for the 2016/17 Financial Year (commencing 13 May 2016) to \$4,470,735 which is \$835,893 above the year to date budget.

The principal amount invested as at 31 May 2017 was \$154,926,938.

Council's investment portfolio's annualised monthly return of +3.00% (net actual) in May 2017 outperformed the AusBond Bank Bill Index return of +1.77%.

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 May 2017 was 1.62%.

At its board meeting on 6 June 2017, the Reserve Bank of Australia (RBA) left the official cash rate unchanged at 1.50%. The Board took account of the continued broad-based pick-up in the global economy, and revised upside forecasts for global growth since last year.

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.

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

Economic growth is still expected to increase gradually over the next couple of years to a little over 3%. The outlook continues to be supported by the low level of interest rates.

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, and clause 212 of the Local Government General Regulations 2005. During May 2017, Queanbeyan-Palerang Regional Council became noncompliant with its investment policy due to an overexposure to the Bank of Queensland counterparty. Refer below for further details.

Shane Taylor
Chief Financial Officer

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

Council's Policy states:

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

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

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

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

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

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

Financial

Investment income for the 2016/17 Financial Year as at 31 May 2017 amounts to \$4,470,735. This return was \$835,893 above the year to date budget; an increase in the budget surplus from the previous month by \$64,015 where Council was \$771,878 above the year to date budget. Refer to Attachment 1 - Graph 1 and Table 5.

Attachments

Attachment 1 Investment Report - May 2017 - Attachment 1 - 28 June 2017
Separate Cover)

DETERMINATION REPORTS

8.15 Progressing the Proposed Memorial Park - Preparation of Planning Proposal and Classification of Land as Operational Land - Corner Old Cooma Road and Burra Road (Ref: C1764241; Author: Thompson/McBride)

Summary

The purpose of this report is to seek endorsement to commence work on the Planning Proposal to allow the process for consideration of a potential memorial park to proceed on the corner of Old Cooma Road and Burra Road. Acquisition of the site was settled in June. The first step will be to amend Schedule 1 of *Queanbeyan Local Environmental Plan 2012* whilst acknowledging that all the details of design, landscaping and visual amenity will be confirmed at a later stage in the project. These later stages can only begin if and when Council receives a Gateway determination from the NSW Minister for Planning to proceed. This is reflected in the attached flow chart which provides a broad overview of the process with an indicative timeline.

Progressing the work also requires Council to classify the land as 'operational' land.

Recommendation

That in order to progress the proposal to establish a potential memorial park on the corner of Old Cooma Road and Burra Road, Council:

- a. Prepare a Planning Proposal for Lot 2 DP 112382 and Lot 126 DP 754881 to amend the *Queanbeyan Local Environmental Plan 2012* to provide for additional permitted uses, being that of a 'cemetery' and 'crematorium', in Schedule 1 Additional Permitted Uses, for this site.**
 - b. To ensure the independence of the process, request the Minister to make the final determination on whether the Planning Proposal should proceed.**
 - c. Classify Lot 2 DP 112382 and Lot 126 DP 754881 as 'operational land' under the Local Government Act 1993, whether that be for a memorial park as proposed, for another use such as rural-residential or recreational development or disposal of the land.**
-

Background

Council previously considered this matter at its meeting of 14 June 2017. At that meeting it was resolved that the matter be deferred to the next meeting of Council for further consideration of this matter and for additional clarification of the planning process and conditions that might apply.

This report has subsequently been amended to include information on the potential for a public hearing to be incorporated into the process either as a requirement of the Department Planning and Environment or at the behest of Council.

The Queanbeyan Lanyon Drive Cemetery is expected to reach capacity within the next five years. Over the past 8 years, the former Queanbeyan City Council has been reviewing the need for a new cemetery to replace the existing Lanyon Drive Cemetery. In 2013 Council included the project in its 2013 - 2017 Delivery Plan.

8.15 Progressing the Proposed Memorial Park - Preparation of Planning Proposal and Classification of Land as Operational Land - Corner Old Cooma Road and Burra Road (Ref: C1764241; Author: Thompson/McBride) (Continued)

Investigations were carried out during 2014 - 2015 and following a workshop with councillors in July 2015 two potential localities were identified in the Burra and Carwoola areas. The Burra location was considered superior, due to its easy access for a large proportion of the Queanbeyan, Jerrabomberra and Googong populations and future residential investigation lands to the south.

While Council initially endorsed taking up options on the preferred site, the owner would only proceed on the basis of a full acquisition. In February 2017 (in closed session), Council resolved to progress the acquisition of the site on the corner of Old Cooma Road and Burra Road pending the outcome of preliminary investigations. Council has now acquired the land. The preliminary environmental assessment and geotechnical investigation found the land had potential for a cemetery site and Council subsequently began proceedings to purchase the land.

It is proposed to construct a modern-style memorial park (cemetery) on a portion of the 36ha property. The details of the memorial park will be determined with the development of a concept design. This will be developed after consultation with the community. The concept design and an Environmental Impact Statement will form part of a future Development Application but these stages cannot be progressed until the *Queanbeyan Local Environmental Plan 2012* is amended to provide for additional permitted uses, being that of a 'cemetery' and 'crematorium', in Schedule 1 Additional Permitted Uses, for this site.

An amendment to a local environmental plan is done through a Planning Proposal. It is a document that explains the intended effect of the proposed amendment and sets out the justification for making the proposed amendment. This is then forwarded to the NSW Department of Planning and Environment seeking a Gateway determination for the proposed amendment to proceed. The Gateway determination, if issued, will set out the consultation requirements for the draft amendment and any studies that need to be undertaken. It is likely that studies will include the following investigations:

1. Flora and Fauna
2. Traffic
3. Visual Amenity
4. Geotechnical
5. Hydrology

As noted above, if the Gateway determination to proceeds it will also contain conditions. For example these will include details on community consultation, what public authorities are required to be consulted and will set the timeframe for the completion of the draft Local Environmental Plan. It will also indicate whether or not the Minister has determined that a public hearing is to be held by the Planning Assessment Commission or other specified person or body.

If a Gateway determination to proceed is approved, Council will not request delegation to make the final decision. Rather, the Minister for Planning will be asked to make it.

8.15 Progressing the Proposed Memorial Park - Preparation of Planning Proposal and Classification of Land as Operational Land - Corner Old Cooma Road and Burra Road (Ref: C1764241; Author: Thompson/McBride) (Continued)

Implications***Legal***

Planning Proposal - The classification of the acquired Council land will be done under section 31 of the *Local Government Act 1993*. In accordance with the Act, the Council must within three months of acquiring a property classify the land as either "operational" or "community". The use proposed is more appropriate to an operational land classification, and this classification will provide flexibility in the future if needed regarding land use. It is now appropriate to classify the land as "operational land".

The preparation of a Planning Proposal to amend a local environmental plan is contained under the provisions of section 55 of the *Environmental Planning and Assessment Act 1979*.

The Minister as part of the Gateway process may whether a public hearing is to be held into the matter by the Planning Assessment Commission or other specified person or body.

Classification of Land - On 1 June 2017 the Contract of Sale for the purchase of Lot 2 DP112382 and Lot 126 DP754881 located at Old Cooma Road, Googong was completed.

Section 31 of the Local Government Act 1993 provides that within three months of acquisition that the land be classified as either community or operational land for the purposes of the Local Government Act 1993. There is no opportunity to extend this time frame. If no decision is made within three months of acquisition the classification defaults to Community Land.

It is not intended that this land be used in accordance with the Community Land criteria and it be classified as Operational Land in order that future use as a memorial park can be investigated. Accordingly, it is appropriate that it be so classified.

If the use as a memorial park does not come to fruition, the Operational Land classification provides opportunities for alternative use and/or potential sale.

Policy

There is no Council policy regarding the management of Planning Proposals in the Queanbeyan-Palerang Regional Council area.

Environmental

Environmental matters will be considered in the Planning Proposal and will be the subject of any required detailed background studies. These studies will inform the newly elected Council as to the suitability of the site for a memorial park and these will be considered in future reports.

Sustainability

Sustainability of the Planning Proposal will be a consideration by the Minister for Planning if the proposal progresses. If the project proceeds to the development application stage it will be covered by Council's Sustainable Design Policy for Council Buildings, being a Showcase Infrastructure Project.

8.15 Progressing the Proposed Memorial Park - Preparation of Planning Proposal and Classification of Land as Operational Land - Corner Old Cooma Road and Burra Road (Ref: C1764241; Author: Thompson/McBride) (Continued)

Asset

The Council has an additional 36ha of land which it is acquiring. The resolution to classify the land as 'operational' will allow for Council to go out to tender for a business partner for the day to day running of the memorial park if required and subject to it getting the necessary approvals. The operational classification also allows Council to re-sell the land should the Planning Proposal not proceed.

Social / Cultural

The provision of a new memorial park is needed given that the Queanbeyan Lanyon cemetery is nearing capacity. The risk of not providing such a facility would mean that the wider Queanbeyan community would have to travel to other end of life facilities including those over the border in the ACT.

Economic

There may be some economic benefit to Council. However, this would require a partnership with the private sector who are in the funeral directing business and this will be a decision of a future Council.

Strategic

At present the land is zoned E4 Environmental Living which does not list a memorial park as a land use permitted with consent. Consequently, the Planning Proposal will identify a memorial park and its associated uses as 'additional uses' at this specific site specifying the Lot and DP in Schedule 1 Additional permitted uses

Engagement

A letter dated 20 April 2017 was sent out to nearby residents outlining the need for the memorial park and the fact that the Old Cooma/Burra Road site was being purchased in the first stages of the project. The letter ensures nearby residents that there will be significant engagement with community at both the Planning Proposal stage and the stages of concept design and development application. Residents were encouraged to register with the Council on line 'your voice' service. A community forum was held in May 2017 where the strategy and process to consider and potentially develop the site as a memorial park was outlined.

As indicated earlier the process associated with this Planning Proposal will also involve community consultation with this being part of a Gateway determination should one be issued. Notwithstanding this the new Council also has the option of holding a public hearing at the conclusion of the community consultation period on any issue whether this is raised or not by a submission.

Community and other stakeholders will also be engaged at various stages in the exploration, concept design and DA process. The community may have further forums to express their views with the JRPP, should the proposal progress to DA.

8.15 Progressing the Proposed Memorial Park - Preparation of Planning Proposal and Classification of Land as Operational Land - Corner Old Cooma Road and Burra Road (Ref: C1764241; Author: Thompson/McBride) (Continued)

Financial

Reserves of \$149k have set aside to assist the exploration and concept studies for the proposed memorial park.

Resources (including staff)

Council staff will be involved in further legal proceedings and drafting the Planning Proposal to amend Schedule 1 of the *Queanbeyan Local Environmental Plan 2012*. The background studies required to support the Planning Proposal will need to be undertaken and a consultant will be engaged with the project being managed by Council staff.

Integrated Plan

The need for a new cemetery was indicated first in Council's 2009 - 2013 Delivery Program. It was also identified as a major project in the 2013 - 2017 Delivery Program with construction planned for 2017 - 18. This timeframe has been delayed.

Conclusion

It is necessary to provide the community with a new cemetery as the existing facility at Lanyon Drive is nearing capacity. Initial site investigations have identified land at Old Cooma Road/ Burra Road as being suitable and Council has purchased the land. Council now needs to prepare a Planning Proposal to amend Schedule 1 of *Queanbeyan Local Environmental Plan 2012* and this process will require detailed studies to be done to support the proposal. If Council receives a Gateway determination from the Minister of Planning to proceed then *Queanbeyan Local Environmental Plan 2012* can be amended. This is necessary in the early stages and before any concept plan or Development Application can be considered. Council also requires the land acquired to be operational and this report seeks to do that under section 31 of the *Local Government Act 1993*.

Subject to the various studies, concept designs and approvals, the use of the site may not be feasible and Council may choose not to proceed. In that case, the site may be sold or developed into another use available under the existing zone subject to Council ensuring the land is classified as Operational Land.

Attachments

Attachment 1 Flow Chart for Planning Process (*Under Separate Cover*)

8.16 Funding Arrangements - Purchase of Land 1187- 1241 Old Cooma Road, Royalla and Extension of Q-One Indoor Sports Centre (Ref: C1793796; Author: Tegart/Taylor)

Summary

Two major projects have been recently resolved by Council to progress. Funding for both projects was initially arranged through drawing down reserves. Those reserves were not been budgeted for these purposes. As projects are assets (ie extension of indoor sports facility and proposed memorial park) they should be financed by loan borrowings.

Recommendation

That Council:

- 1. Delegate to the General Manager to raise a loan of \$4,500,000 with NSW Treasury Corporation for the purpose of the purchase of 1187 – 1241 Old Cooma Road, Royalla and the Extension of the Indoor Sports Centre.**

Replenish the reserves used to initially finance those projects.

Background

At the Council meeting held on the 22nd February 2017:

“The Administrator resolved that Council agree to enter into a Contract to purchase land at 1187 – 1241 Old Cooma Road, Royalla generally in accordance with the conditions outlined in the report.”

Within the report to Council, funding was stated to be initially provided from Reserves. Whilst the purchase of the land has occurred from Reserves to ensure payment on settlement date, Council will now require loan funding to replenish those reserves.

At the Council meeting held on the 25th January 2017:

The Administrator resolved that Council: (2). borrow \$2.25m for the extension of QISC.

With the conclusion of the tender process, initial payments are required within the next four weeks. Therefore loan funding will be unavailable and reserves will need to be drawn down. To ensure Council abides by the resolution, loan funds will need to be obtained to replenish the reserves.

Implications

Financial

NSW Treasury Corporation (TCorp) loans are available to amalgamated Councils. The current rate of interest offered by TCorp is 3.58%. Current rates from major banks range between 4.45% and 5.5%. Therefore use of TCorp funds is recommended to ensure Council pays lower interest over the life of the loan.

Part 12 of the Local Government Act 1993 allows Council to borrow at any time for the purpose allowed the Local Government Act.

8.16 Funding Arrangements - Purchase of Land 1187- 1241 Old Cooma Road, Royalla and Extension of Q-One Indoor Sports Centre (Ref: C1793796; Author: Tegart/Taylor) (Continued)

Council will be required to pay interest on the loan. The loan arrangements will be for a 20 year loan paid quarterly. The total interest repayment will be \$1,820,896.98 over 20 years as per attached loan schedule. The total quarterly payment for principal and interest is \$79,011.21.

The business plan for the QISC operation noted the increased revenues would offset the interest on the loan.

Expense Type	Funding source	Amount
Borrowing Costs	Revenue	\$ 1,820,896.98

Attachments

Attachment 1 Loan Drawdown Schedule (*Under Separate Cover*)

8.17 Rates Relief Sporting & Community Organisation under section 356 of the Local Government Act 1993 (Ref: C1793991; Author: Taylor/Steiger)

Summary

Council has previously granted donations for rate relief for Sporting and Community Organisations which provide significant benefit to the Queanbeyan Community. Three such organisations have applied for relief in the 2016/2017 financial year and as yet have not been granted such.

Recommendation

That Council:

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

Background

Three organisations have submitted rate relief applications for the 2016/2017 financial year.

- Home in Queanbeyan – 19 Rutledge Street, Queanbeyan
- Ukrainian-Australian Social Association in Queanbeyan (UASAQ) – 19 Atkinson Street, Queanbeyan.
- Queanbeyan & District Basketball Association – 14 Southbar Road, Karabar.

Home in Queanbeyan is a 20 unit complex for the psychologically impaired which is currently exempt from Ordinary Rates as it is a Not for Profit Organisation and a Registered Charity.

The organisation has requested 100% rebate of the Rates and Charges on the property, being an amount of \$11,319.00.

In 2015/2016 Council granted a 50% rebate which amounted to \$10,164.50. (The annual charges on the property were significantly reduced as a result of the Water and Sewerage Pricing Policy Council introduced in the 2016/2017 rating year.)

UASAQ is an organisation which provides social and cultural activities for the Ukrainian community in Queanbeyan. They have requested relief due to increasing costs to provide these activities.

8.17 Rates Relief Sporting & Community Organisation under section 356 of the Local Government Act 1993 (Ref: C1793991; Author: Taylor/Steiger) (Continued)

Queanbeyan & District Basketball Association provides an indoor purpose built sporting facility for basketball and other sporting activities. They have requested a donation in lieu of rate relief.

Implications***Policy***

The applications accord with former Queanbeyan City Council's Rates and Charges Relief Policy as they relate to 2016/2017 rating year, prior to the adoption of the Queanbeyan-Palerang Donations Policy for 2017/2018.

Financial

To provide 50% rebate on Rates and Charges for Queanbeyan & District Basketball Association and UASAQ would result in donations of \$3,102.50 and \$4,067.62 respectfully.

A donation of 100% rate rebate for Home in Queanbeyan would result in a donation of \$11,319.00, whilst a 50% rebate would result in a donation of \$5,659.50.

Provision has been made in the 2016/2017 Operational Plan to cover the donations in lieu of rates relief for General Donations.

Conclusion

It has been the practice of Council to provide relief to sporting and community organisation in the past. The rate relief donations will fall under the new Queanbeyan-Palerang Regional Council's Donations Policy for the 2017/2018 financial year.

An advertisement will be placed in the local newspaper and on Council's website calling for applications from eligible organisations.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Rates and charges relief application for HOME in Queanbeyan 2016 - 2017 (<i>Under Separate Cover</i>) |
| Attachment 2 | Application for Rating Relief Community Organisations - Ukrainian-Australian Social Association in Queanbeyan (UASAQ) - 19 Atkinson Street (<i>Under Separate Cover</i>) |
| Attachment 3 | Application for Rating Relief Community Organisations - Ukrainian-Australian Social Association in Queanbeyan (UASAQ) - 19 Atkinson Street (<i>Under Separate Cover</i>) |

**8.18 Queanbeyan-Palerang Regional Council General Election (Ref: C1794166;
Author: Tegart/Ferguson)**

Summary

The Local Government General Election for Queanbeyan-Palerang Regional Council (QPRC) will be held on Saturday, 9 September 2017. This report outlines the program being undertaken and the timelines involved in preparation for the election.

Recommendation

That Council:

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

Background

QPRC was formed on 12 May 2016 by the merger of the former Queanbeyan City and Palerang Councils. The Administrator, Mr Tim Overall, was appointed for a period of 18 months, concluding with the local government general election to be held on 9 September 2017. All merged council Administrators remain in place until a Mayor is elected at the first meeting of the new Council.

In accordance with s296(7) of the Local Government Act 1993, the NSW Electoral Commission (NSWEC) is to administer the first election for a council area after it has been constituted.

Council is not proposing to hold any referendum in conjunction with this general election.

All information, with regular updates, relating to the QPRC general election is available on the NSWEC's website at www.elections.nsw.gov.au

Returning Officer

The NSWEC has appointed Mr Peter Gillies as the Returning Officer for QPRC. Mr Gillies will begin working full-time at the election headquarters at 1 Morisset Street, Queanbeyan, on 17 July 2017; however, from 26 June onwards, he will be accessing the election headquarters to take delivery of furniture and other materials.

Non-Residential Rolls

The NSW Local Government Act 1993 requires Council's General Manager to prepare and confirm the rolls of non-resident owners, occupiers and rate paying lessees of rateable land in the Council's area. These rolls include the names of persons who:

- a. have applied, at any time, for the inclusion on any such roll; and

**8.18 Queanbeyan-Palerang Regional Council General Election (Ref: C1794166;
Author: Tegart/Ferguson) (Continued)**

- b. on the closing date (40 days prior to the election) are qualified for inclusion on the roll.

The arrangement in (a) above represents a change from previous elections in that previous applicants for inclusion on the Non-Residential Roll may still be eligible for this election, and if so, will be included on the roll.

Close of Electoral Roll

The roll will close at 6.00pm on Monday, 31 July 2017. The correct inclusion of a person on the electoral roll determines their eligibility to vote and to nominate as a candidate.

Nomination of Candidates

Nominations of candidates for election will:

1. open at 6.00pm on Monday, 31 July, and
2. close at 12 noon on Wednesday, 9 August 2017

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

Registration of Electoral Material

The registration of candidates' electoral material closes at 5.00pm on Friday, 1 September 2017.

Pre-poll Voting

Pre-poll voting will open on Monday, 28 August and close on Friday, 8 September 2017.

Pre-polling stations have been confirmed at the following venues:

- a. Election headquarters – 1 Morisset Street, Queanbeyan;
- b. QPRC office – 144 Wallace Street, Braidwood;
- c. QPRC office – 10 Majara Street, Bungendore.

The pre-poll voting will be available at the election headquarters at 1 Morisset Street, Queanbeyan as follows:

Dates	Open	Close
Monday, 28 August	8.30am	5.30pm
Tuesday, 29 August	8.30am	5.30pm
Wednesday, 30 August	8.30am	5.30pm
Thursday, 31 August	8.30am	5.30pm
Friday, 1 September	8.30am	5.30pm
Saturday, 2 September	9.00am	5.00pm
Sunday, 3 September	CLOSED	CLOSED
Monday, 4 September	8.30am	5.30pm
Tuesday, 5 September	8.30am	5.30pm
Wednesday, 6 September	8.30am	5.30pm
Thursday, 7 September	8.30am	5.30pm

**8.18 Queanbeyan-Palerang Regional Council General Election (Ref: C1794166;
Author: Tegart/Ferguson) (Continued)**

Friday, 8 September	8.30am	6.00pm
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The pre-poll voting will be available at Council's office at 144 Wallace Street, Braidwood as follows:

Dates	Open	Close
Monday, 28 August	8.30am	5.30pm
Tuesday, 29 August	8.30am	5.30pm
Wednesday, 30 August	8.30am	5.30pm
Thursday, 31 August	8.30am	5.30pm
Friday, 1 September	8.30am	5.30pm
Saturday, 2 September	9.00am	5.00pm
Sunday, 3 September	CLOSED	CLOSED
Monday, 4 September	8.30am	5.30pm
Tuesday, 5 September	8.30am	5.30pm
Wednesday, 6 September	8.30am	5.30pm
Thursday, 7 September	8.30am	5.30pm
Friday, 8 September	8.30am	5.30pm

The pre-poll voting will be available at Council's office at 10 Majara Street, Bungendore as follows:

Dates	Open	Close
Monday, 28 August	N/A	N/A
Tuesday, 29 August	N/A	N/A
Wednesday, 30 August	N/A	N/A
Thursday, 31 August	N/A	N/A
Friday, 1 September	N/A	N/A
Saturday, 2 September	9.00am	5.00pm
Sunday, 3 September	CLOSED	CLOSED
Monday, 4 September	8.30am	5.30pm
Tuesday, 5 September	8.30am	5.30pm
Wednesday, 6 September	8.30am	5.30pm
Thursday, 7 September	8.30am	5.30pm
Friday, 8 September	8.30am	5.30pm

Candidates' Briefings

QPRC has engaged Local Government NSW (LGNSW) to conduct candidates' briefings prior to the election. These briefings will provide information such as the role and responsibilities of an elected Councillor, Code of Conduct, conflicts of interest, meeting procedure and rules of debate.

The first round of briefings is scheduled for:

1. Tuesday, 18 July, in the Council Chambers, Queanbeyan, from 6.00 – 9.00pm;
2. Wednesday, 19 July, in the Council Chambers, Bungendore, from 6.00 – 9.00pm.

The Electoral Office may also be engaged to conduct forums for candidates on the election process, groupings etc.

**8.18 Queanbeyan-Palerang Regional Council General Election (Ref: C1794166;
Author: Tegart/Ferguson) (Continued)**

A second round of briefings will be conducted by QPRC staff in August, and will provide information on matters such as overview of the new QPRC local government area, rating of properties, update on the merger, QPRC projects, plans and capacity, and its Resourcing Strategy.

Implications***Statutory***

Clause 393B of the *Local Government (General) Regulation 2005* limits Councils' ability to exercise some of their functions in the four weeks preceding a local government election. This period of time is known as the "caretaker period" and, for QPRC, commences on Friday, 11 August and ends on Saturday, 9 September 2017.

Councils are expected to assume a "caretaker" role during election periods to ensure that major decisions are not made which would limit the actions of an incoming council. Council must not exercise the following functions during the caretaker period:

- (a) entering into any contract or undertaking involving an expenditure or receipt by the Council of an amount equal to or greater than \$150,000 or 1% of Council's revenue from rates in the preceding financial year, whichever is the larger;
- (b) determining a "controversial development application" (where at least 25 persons have made submissions under s.79(5) of the *Environmental Planning and Assessment Act 1979*) except where a failure to make such a determination would give rise to a deemed refusal, or such a deemed refusal arose before the commencement of the caretaker period;
- (c) appointing or reappointing Council's General Manager (except for temporary appointments).

In certain circumstances, the above functions may be exercised with the approval of the Minister.

Council officials (including Administrators) must not use council resources, property (including intellectual property), and facilities for the purposes of assisting their election campaign or the election campaign of others unless the use is lawfully authorised and proper payment is made where appropriate.

In the 40 days preceding the election, councils (including councils currently under Administration) need to consider whether their publications could amount to an "electoral matter". An "electoral matter" for the purposes of the *Local Government (General) Regulation 2005* broadly includes any matter that is intended or likely to affect voting in an election. The name, photograph and likeness of a candidate fall within the definition of "electoral matter".

Engagement

Council will promote the planned candidates' briefings via social media and traditional media. Those residents thinking of running for the local government election will be encouraged to attend the July briefings. Candidates who complete the nomination process will be invited to the second round of briefings in August.

In line with guidance from the Department of Premier and Cabinet, Council will also be implementing a communications plan for the wider community to ensure the election date, polling locations and other key information are known. This has started already, and will continue until 9 September. The primary vehicle for this promotion will be social media and

**8.18 Queanbeyan-Palerang Regional Council General Election (Ref: C1794166;
Author: Tegart/Ferguson) (Continued)**

Council's paid fortnightly advertisements in the Queanbeyan Age, Braidwood Times and Bungendore Weekly.

Financial

The NSWEC has provided an estimated budget of \$353,332.10 (including GST) for the conduct of the first QPRC election.

This is based on the cost of conducting elections for similarly-sized councils and reflects other factors such as:

- the use of metropolitan and regional counting hubs to provide a more effective and consistent counting process (Queanbeyan has been selected as one of the counting hubs for the wider Capital Region and this will operate out of the QPRC election headquarters in Morisset St, Queanbeyan after the election);
- staffing for polling places to ensure minimal likelihood of queues;
- staffing to ensure that the increased demand for pre-poll voting is well-served, and
- increases in the number of electors on the NSW roll.

Conclusion

The new Queanbeyan-Palerang Regional Council's first general election will be held on Saturday, 9 September 2017, and will be conducted by the NSW Electoral Commission as required under the *Local Government Act 1993*. Council is asked to note the appointment of the NSWEC to conduct the election and to endorse the program of preparations leading up to the elections.

A separate report will be provided on the proposed councillor oath, induction and development program.

Attachments

Nil

9.1 Community Consultation- Bike Path Jerrabomberra Circle and Community Consultation- Shared Path McEwan Avenue (Ref: C1780965);Author: Hansen/Hogg

Report

Community consultation was conducted for proposed upgrades to the shared paths at McEwan Avenue and Jerrabomberra Circle. Consultation was provided via YourVoice and via emails to stakeholders who have previously shown interest in these issues. The community was able to provide feedback for 4 weeks on YourVoice. Once the feedback was received, a report was prepared that detailed the response received and any changes that were subsequently made to the proposed paths.

Jerrabomberra Circle.

Current bicycle infrastructure at the Jerrabomberra Circle includes paths that allow bicycles to navigate from Limestone Drive to Edwin Land Parkway, Edwin Land Parkway to Jerrabomberra Parkway and a section exiting onto Tomsitt Drive. Consultation has confirmed that this existing infrastructure is not adequate for cyclists to safely navigate the Jerrabomberra circle from all approaching roads.

In April 2017 community feedback was sought on concept designs of bicycle paths on the Jerrabomberra Circle. Feedback was sought through social media and Council's website. 191 people visited the YourVoice web page with 74 people downloading the concept plans that were made available. A total of 5 submissions were made. Each submission has been individually reviewed to understand the specific issue being raised and it was noted that similar issues were raised by numerous respondents.

Issues raised included:

- Ensuring an appropriate level of privacy for residents,
- Ensuring that the infrastructure minimises risks to security and user safety,
- Ensuring the infrastructure is user friendly.

The issues raised were then considered and the concept designs were updated to reflect the community feedback where possible.

McEwan Avenue.

The shared path that travels parallel to the railway line from the Queanbeyan River to Uriarra Road crosses McEwan Avenue. This crossing is constrained by a vehicle bridge that crosses the railway line to the north and residential properties to the south.

Community consultation was undertaken in April 2017 using YourVoice and social media. Emails were sent to those who had expressed interest in this issue prior to the community consultation. 133 people visited the YourVoice consultation site. 72 people downloaded a document, viewed a photo or visited multiple pages in relation to this matter.

Seven Submissions were received through YourVoice and one submission was received from another source. 8 Key issues were raised that related directly to the crossing on McEwan Avenue.

Other issues were raised during the consultation period however these issues have been referred to the appropriate areas within Council for a response.

In consideration of the issues raised, the concept designs were updated to reflect the community feedback. Additional line marking and signs for cyclists, pedestrians and vehicles were added to the concept design based on feedback received from the consultation.

Recommendation

That the report be received for information.

Attachments

Attachment 1	Jerrabomberra Circle Cycle Path Report (<i>Under Separate Cover</i>)
Attachment 2	Jerrabomberra Circle Cycle Path Concept Designs (<i>Under Separate Cover</i>)
Attachment 3	McEwan Ave Public Consultation Report (<i>Under Separate Cover</i>)
Attachment 4	McEwan Ave Concept Drawings (<i>Under Separate Cover</i>)

9.2 Community Engagement for the development of a new Community Strategic Plan for Queanbeyan-Palerang (Ref: C1790855); Author: Spyve/Spyve

Report

Summary

In preparation for the development of a new Community Strategic Plan for the Queanbeyan-Palerang Region, an extensive community engagement project has been undertaken by Council. The purpose of the engagement project has been to ascertain the community's long term aspirations as well as develop a new vision for the region. The engagement project has consisted of two components consisting of:

- (1) A community satisfaction survey which was undertaken in August-September 2016, and
- (2) A community engagement project which was undertaken over January – March 2017.

This information has now been collated into a Community Engagement Report which will inform the development of a Draft Community Strategic Plan which will be placed on public exhibition within the next couple of months. The purpose of this report is to highlight the major findings of the two community engagement projects.

Background

The creation of Queanbeyan-Palerang Regional Council in May 2016 with the merger of the former Queanbeyan City and Palerang councils has seen Council commence the collection of baseline data to ascertain community satisfaction and expectation in regard to the range of services it provides, as well as trying to find out whether the aspirations of the previous Queanbeyan and Palerang communities have changed significantly in preparation for the development of a new Community Strategic Plan for the region. The previous Councils had a tradition of undertaking service satisfaction surveys but comparability of the data collected was very limited due to the different methodologies they employed.

Council is now required to facilitate the development of a new Community Strategic Plan for the Queanbeyan-Palerang Region. As a first step to achieving this involved engaging the community to ascertain their long term aspirations. Council commenced collecting region-wide data at the end of 2016 to start building up a new consistent database in respect of community aspirations and identification of community priorities across the new local government area.

Survey

A survey was undertaken in August-September 2016. The purpose of the survey was "*...to inform priority areas for the newly formed council to focus on.*" In recognition that service priority and expectation may differ in a spatial context within the newly formed local government area the survey was divided into four distinct geographical areas consisting of:

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

The 2016 survey highlighted the areas where the community want to see Council prioritising its activities. The survey was based on a telephone survey of a representative sample of 400 residents and was run by consultants engaged by the Department of Premier & Cabinet. The areas of emphasis the community highlighted in terms of service delivery were:

Queanbeyan-Jerrabomberra

- Water sewerage services
- Condition of the sealed roads
- Condition of local streets and footpaths
- Provision of community services

Urban Fringe

- Condition of sealed roads
- Environmental sustainability
- Waste management
- The appearance of public areas

Rural Villages

- Water and sewerage services
- Condition of sealed roads
- Availability of community services/facilities
- Access to community services

Rural Hinterland

- Condition of sealed roads
- Maintenance of unsealed roads
- Waste management
- Condition of local streets and footpaths

On top of this respondents within all four sub-regions placed a heavy emphasis on the new Council needing to put a greater effort into being well run and managed, providing value for money and better engaging with the community in respect of its decision making processes.

Community Engagement

Additional data was collected by Council in a comprehensive Community Engagement Project which was undertaken over January-April 2017 to assist with the development of a range of new plans consisting of:

- A new Community Strategic Plan for the Queanbeyan-Palerang Region.
- Identification of community service expectations to inform Council's Service Review
- An Economic Development Plan for the Region
- A refresh of the Queanbeyan CBD Master Plan

The 2017 Community Engagement Project consisted of:

- A structured online questionnaire/survey (which was also available in hard copy at Council offices in Queanbeyan, Bungendore and Braidwood)
- Video vox pops in high traffic areas, and
- Capturing stories from hard to reach stakeholder groups.

The data arising from the engagement for the new Community Strategic Plan was also broken down into the four distinct geographical regions which occurred with the satisfaction survey. This approach was to allow for comparability of the data collected by the two community engagement exercises.

Both community engagement projects have provided Queanbeyan-Palerang Regional Council with baseline data on community satisfaction and expectation levels for service delivery as well as defining the community's long term aspirations to assist with the development of a new Vision for the region.

The project was marketed across the region under the identity of 'Our Future – make it yours'. The Community Engagement Project was marketed widely across the region through:

- An event launch of the survey by the Administrator on 2 February 2017
- The use of Community Champions to promote the project
- Video uploaded to Council's social media platforms, and
- Newspaper advertisements

The survey was completed by 236 respondents from across the region and the vox pops received the following views:

- Queanbeyan 8200
- Bungendore 7800
- Braidwood 4600

The outcome of the Community Engagement Project is that it identified six strategic priorities which the community would like to see Queanbeyan-Palerang Council focus on. These are:

- Maintenance of road infrastructure
- Provision and maintenance of the public realm
- Protection of the natural environment
- Adoption of sustainable and renewable energy and management of waste
- A fair, transparent and accountable Council, and
- Land use planning that responds to local needs

The Project also identified similar community priorities by geographical area which were highlighted in the 2016 survey. These were:

Queanbeyan-Jerrabomberra

- Roads
- Public transport
- Cinema
- Rejuvenation of the Queanbeyan CBD
- Better sporting facilities

Urban Fringe

- Roads
- Traffic management
- Communications
- Public transport

Rural Villages

- Roads
- Traffic management
- Parks and Green Spaces
- Environmental Protection

Rural Hinterland

- Roads
- Public pool
- Traffic management
- Public transport

Again, all four sub-regions placed a strong emphasis on the newly established QPRC needing to be an effective council that is accountable, efficient, representative and engaging.

Summary

The combined information collected from both community engagement projects has highlighted:

- (1) That there is a very high community expectation that Council needs to put significant effort and resources into road maintenance (both sealed and unsealed) across the region.
- (2) That there is a significant level of community dissatisfaction on the level of resources being put into the maintenance of public realm infrastructure and that they would like to see more resources committed to this.
- (3) The community wants to see a higher emphasis placed on the provision of and maintenance of recreational facilities, as well as ensuring residents have access to services.
- (4) That the new Council needs to ensure that it provides community leadership by being an effective council that is accountable, efficient, representative and engaging.

The information provided by the two community engagement projects forms Council's Community Engagement Strategy for the development of a new Community Strategic Plan. The information is helping with the development of a draft Community Strategic Plan for the region.

Once developed with the new elected Council, the draft plan will be placed on public exhibition to allow for community input to its finalisation. Once the community feedback is received the document will be reported to the newly elected Council for their endorsement. The Council is required to have a new Community Strategic Plan in place by 30 June 2018.

Recommendation

That the report be received for information.

Attachments

Nil

9.3 Heritage Advisors' Positions and Annual Report (Ref: C1792117); Author: Thompson/Mitchell

Report

Queanbeyan-Palerang Regional Council has secured funding from the Office of Environment and Heritage (OEH) for two grants covering the 2017-2018 financial year, one grant being for the two Heritage Advisors' positions and the second grant being for Local Heritage Places.

These grants provide funding to assist Council to continue a free heritage advisory service, as well as to provide small grants to the community to encourage the restoration and/or conservation of local heritage properties which will apply to the entire LGA.

In this regard it is proposed that the two heritage advisory positions for the former councils be maintained for the 2017-2018 period particularly given the heritage listing of Braidwood and its implications for development applications at Braidwood.

The heritage advisors grant is a maximum of \$11,250 (ex GST) on a \$1:\$1 basis (Council to pay the latter). For the heritage places grant the maximum grant is \$10,000 (ex GST) with Council's contribution being on the same basis.

It is proposed that Mr Pip Giovanelli continue in the heritage advisor position under the previous terms and conditions until June 2018, with Mr Giovanelli's position being restricted to the Local Government Area (LGA) of the former Queanbeyan City Council. It is also proposed that Mr David Hobbes will continue in the heritage advisor position for the former Palerang LGA until June 2018.

Part of the funding agreement also requires that Council must prepare and submit an annual report on the implementation and outcomes of the area's heritage strategy. The Annual Reports prepared for the 2016-2017 financial year are attached.

Council also received a grant of \$6,000 (ex GST) for a Bungendore Heritage Review on a \$1:\$1 basis (Council to pay the latter) during 2016-2017. The deadline for this has been extended until September 2017.

Recommendation

That the report be received for information.

Attachments

- | | |
|--------------|---|
| Attachment 1 | Queanbeyan Heritage Advisors Report 2016-2017 (<i>Under Separate Cover</i>) |
| Attachment 2 | Palerang Heritage Advisors Report 2016-2017 (<i>Under Separate Cover</i>) |

9.4 Queanbeyan headquarter redevelopment - consultation (Ref: C1792963); Author: Damo/Tozer

Report

At the 26 April 2017 meeting, Council resolved to award a contract to Cox Architecture for the concept design for the redevelopment of Council's Queanbeyan headquarters building (QHQ).

Cox Architecture have conducted design sessions and meetings with staff to get an understanding of the requirements of the redeveloped building, and inspections of contemporary office buildings in the region. Following these meetings, a larger workshop was held with the senior leadership team to discuss aspects of the concept.

Cox Architecture will be presenting the concept designs to the Administrator and General Manager in early July, prior to the community consultation kicking off and lodgement of DA.

The QHQ concept designs have been placed into the new public domain contemplated for the Crawford/Lowe precinct as part of the QCBD Transformation and CBD masterplan.

It is expected that the QHQ concept designs will be presented to the community for comment for a period of 28 days in July 2017.

This report has been prepared to outline the consultation schedule for the concept design comprising QHQ, agency tenancy and smart hub. It is envisaged that the concept design will be in the form of artist's impression, plans and elevations to show the location of the building fronting Lowe Street, along with intermediate stage masterplan images.

Consultation activities:

- Newspaper advertisements
- Media release and briefing
- Distribution to e-newsletter subscribers
- Social media promotion
- Your Voice QPRC presence (survey)
- Displays at Council's Customer Service Centres and libraries
- Larger display at Queanbeyan customer service centre
- QPRC staff encouraged to provide input
- Pop-up session at Riverside Plaza (TBC)
- Letter to be sent to nearby property owners/occupiers in Queanbeyan CBD, with ability to organise individual briefing.

Feedback received during the consultation period will be presented to Council and will allow staff to commence procurement of a firm to undertake the detailed design and construction. The decision to engage that consultancy will be made by the new elected council. It is expected that the development application will be lodged in August, and assessed by the Joint Regional Planning Panel. It is expected that construction will commence in late 2017 and occupancy in early 2019.

Background

The former Queanbeyan City Council had identified the refurbishment of the now vacant office at 257 Crawford Street in the 2015 Operational Plan. That body of work was deferred pending the outcome of the merger proposal of government, and was then identified for redevelopment into the Council's Queanbeyan headquarters as a modern flexible workspace. Staff are

currently accommodated across 11 buildings in Queanbeyan, in addition to office accommodation in Bungendore and Braidwood.

In November 2016, Council resolved to progress the redevelopment of 257 Crawford Street. The redevelopment of the headquarters is a substantial undertaking for Council. To assist Council to achieve its goal to consolidate its staff in a modern civic building, negotiations have progressed for a major tenant to occupy two levels (including basement) of the new building. A smart hub is also proposed on one level to provide co-work space for public servants and potentially an incubator suite.

Council has engaged Cox Architecture to prepare a concept design and specifications for the Queanbeyan Headquarters (QHQ) for Council. At Council's request, the design firm looked at the precinct more broadly and recommended locating QHQ on a site fronting Lowe Street.

The QHQ project is now situated on Lowe Street in Queanbeyan's Central Business District (CBD). Council has been investigating options for revitalising the CBD in line with the CBD Transformation Strategy. As reported to Council in January 2017, the redevelopment of the site is expected to be a catalyst for much of the anticipated redevelopment in the CBD. The Queanbeyan CBD Transformation Strategy will be an overarching guide to refreshing the 2009 Master Plan and CBD Development Control Plan (2012).

The former City Council Administration Building located at 257 Crawford Street Queanbeyan is a two story structure first built in 1973, extended in 1976 and again in 1996. The existing fit out is no longer suitable for use and does not meet the current standards and requirements of Council. It houses an Essential Energy electricity substation, Telstra exchange and Council's ICT hub. It is expected to be demolished in 2017/18. Discussions are underway to relocate the QBN FM Station studio and Senior Citizens Centre to alternate community buildings in Queanbeyan.

Recommendation

That the report be received for information.

Attachments

Nil

**9.5 Royalla Common s.355 Committee minutes (Ref: C1794175); Author:
Tegart/Ferguson**

Report

The Royalla Common s.355 Committee has submitted for Council's information the minutes of its meeting held on 10 April 2017.

Recommendation

That Council note the minutes of the Royalla Common s.355 Committee's meeting held on 10 April 2017.

Attachments

Attachment 1 Royalla Common s.355 committee minutes 10 April 2017 (*Under Separate Cover*)

**9.6 NSW Government Budget - Roads Package (Ref: C1794991); Author:
Tegart/Tegart**

Report

The NSW Government announced significant infrastructure spending in the 2017/18 budget. The Monaro electorate and Queanbeyan-Palerang LGA specifically received infrastructure funding for roads, new police station and schools.

Some of those projects will have QPRC involvement as a joint funder, partner (with RMS) or deliverer of the projects:

- \$70m over 2 years (with \$38,000,000 to start works in 2017/18) including:
 - MR92 Nerriga Road upgrade
 - duplication of Old Cooma Road
 - new roundabout on the corner of Malbon and Molonglo Streets Bungendore
- \$2m to commence works to replace Charleyong Bridge over the Mongarlowe River
- \$3.5m to commence works to upgrade the Lanyon/Thomsitt intersection
- \$24.4m to commence construction of Ellerton Drive extension

The effect of these projects enables:

- Sealing of the remaining sections of Nerriga Road to Braidwood, and together with improvements to the Bungendore roundabout and creek crossing, will ultimately enable safe and efficient passage for commuters, tourists and freight from the coast to the national highways
- Safe passage of commuters and recreational travellers between Googong and Karabar, and efficient connection to the EDE or Lanyon Dr

The extent to which Council will lead or deliver the road projects with RMS (through inhouse design and construction, or tender for design and construction etc) will be subject to further reports. Undertaking those works may impact delivery of some other roadworks identified in the Operational Plan. Any proposed changes will also be subject to a further report to Council.

In addition, by bringing the OCR duplication forward by several years and funded with the assistance of grants, will prompt revision of the planning agreement with GTPL which in turn may redirect the allocation of development contributions to another project in Queanbeyan.

Naturally, the extent of these roadworks in Queanbeyan, Bungendore and Braidwood areas, together with the proposed redevelopment of QHQ in Queanbeyan, will bring about some traffic disruptions for a couple of years.

Recommendation

That the report be received for information.

Attachments

Nil

Present: Sam Morabito (NSW Police Rep), Kelly Cherry (RMS Rep), Derek Tooth (QPRC Rep)

Also Present: Joanne Wilson-Ridley (QPRC Road Safety Officer)

Others Present:

The Committee Recommends:

Apologies: Rowan Carter (NSW State Member Rep), Treyton Proctor (QPRC)

1. Confirmation of Report of previous meeting held on 4 April 2017

That the minutes from the meeting of the Committee held on 4 April 2017 be confirmed.

Business arising from previous minutes:

- Reconciliation Walk – Feedback from Police. Some concerns noted for traffic implications and safety to discuss with event organisers and implement for future events.
- Firethorn Avenue Jerrabomberra Public School. ‘No Parking’ signs implemented with banner and education. Feedback from school is the changes have been a great improvement to the school zone. Council recently evaluated the changes and found significant improvement in the illegal behaviour of vehicles parking in the ‘No Stopping’ area and all vehicles using the ‘No Parking’ complied with the rules. The new signs and education have achieved improvement in driver behaviour on Firethorn Avenue.
- Jerrabomberra Car Park – new signage and timed parking implemented and also reviewed and working well with vehicles complying. An additional kerb area has been identified requiring two further ‘No Stopping’ signs and committee approved the amendments to the plans.

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

2. Correspondence

Council received notification from Southern Tablelands Heritage Automotive Restorers Club Inc (STHARC) regarding a Classic Car Drive occurring on 21 May in Queanbeyan. Council with consultation from Police responded to event organisers.

3. Burra Field Day

Council has received an event application from St Paul’s Anglican Church at Burra to hold their biennial Field Day on Saturday 9 September 2017. The event will run from 9.30am until 2.30pm with setup from 8.30am and event pack-up by 3pm. A traffic control plan has been created to provide a controlled pedestrian crossing point and reduced

speeds in location of crossing to safely cater for pedestrians parking on the field opposite the venue, on Old Cooma Road. The committee approved the traffic control plan for the event.

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

4. Caragh Avenue Parking Restrictions

A report was tabled discussing parking and intersection sight distance concerns on Caragh Avenue at Googong. Safety concerns were highlighted regarding on-street parking creating narrower road conditions on a thru traffic access road. Obscured sight distances at intersection have also been identified due to parked cars. Additional need for 'give-way' ahead warning signage has also been identified on Caragh Avenue when approaching Gorman Drive intersection. A design plan was reviewed for proposed changes to restrict parking in areas on Caragh Avenue and implement a 'Give-way' ahead sign. The committee supported the changes.

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

5. Queanbeyan South Public School – No Parking Enhancement

A report was tabled discussing recent education and review of 'No Parking' signs on Cameron Street in Queanbeyan South Public School. Some illegal behaviour was identified occurring in the 'No Parking' area, particularly in the afternoon causing congestion and safety issues. To assist with education, enforcement and promotion of the area a design has been created to implement additional 'Kiss and Ride' area signs to make the area consistent with the kerbside marking and the educational material. The committee supported the changes.

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

6. High Street and Waterloo Intersection Enhancement

A report was tabled regarding safety concerns at intersection of High Street and Waterloo Intersection, noting a recent crash at the intersection between a truck and motorcycle. A design has been created to implement changes to parking to improve sight distances and install line-marking to assist in vehicle movements navigating the turn at the intersection. The committee supported the changes, requesting a small change with reduction in signage on western side of the intersection.

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

7. Morisset Street Car Park – Police Parking

A report was tabled outlining proposed changes to Police Parking in Morisset Street Car Park. Current signage features ambiguity regarding which spaces are designated for Police Parking. The Police have also requested an increase from three spaces to four to accommodate Police requirements. A design for increasing the parking bays, updating the signage and the line marking has been created and the committee supported the changes.

LTC 20/17 Under the Road Transport Act 2013, implement changes to designated police parking in Morisset Street Car Park as per design**8. Crawford Street & Morisset Street – Taxi Parking**

A report was tabled proposing changes to Taxi Parking in Crawford St and Morisset Street. Council has been working with retailers from Queanbeyan's CBD and Taxi Co-op and reached agreement to designate daytime taxi zones in Queanbeyan at Morisset Street and night-time taxi zones to remain in Crawford Street. The daytime taxi zone in Queanbeyan will be located near the wombat crossing on Morisset Street providing an accessible and safe pedestrian route for passengers and located more central to the shopping retailers, providing a central location for collection of shopping trolleys. The taxi zone in Crawford Street will be timed to operate at night-time serving the restaurant, clubs and pubs precinct and during daytime will be signposted as ½ hour parking bays providing short-term centrally located parking in CBD.

To accommodate these changes, a design has been created for implementing new signage at the Taxi Zones on Crawford St and Morisset Street. The changes include:

Crawford Street:

- Installing new taxi signs for taxi zones on Crawford Street on both east and west side just past Monaro St intersection, that are timed from 6pm – 8am
- Installing new ½ hour parking signs in the current taxi zones that are timed 8am – 6pm

Morisset Street

- Extend taxi zone which is currently four designated parking bays, to six parking bays. This will see the removal of two parking bays designated as loading zones.

Sheedy Lane

- Install two new untimed taxi zone parking bays, including line-marking. This will see the removal of two 1 hour parking bays.

Designs have been created to implement the changes and the committee supported the changes noting the benefit to the community for the provision of extra car parking spaces available during day time on Crawford Street.

LTC 21/17 Under Road Transport Act 2013, implement changes on Crawford Street, Morisset Street and Sheedy Lane for Queanbeyan CBD Taxi Zone as per design**9. Edwin Land Parkway – No Stopping**

A report was tabled discussing safety concerns at crossing on Edwin Land Parkway near Jerra Circle as result of truck parking on the southern side on the verge. The safety concerns identified sight issues for vehicles approaching the crossing and sight issues for pedestrians using the crossing where trucks park on the verge. Trucks have been observed parking on the verge, especially in the morning during peak hour week-day traffic. A design has been created to implement 'No Stopping' signs on the southern side of Edwin Land Parkway to address the issue and the committee supported this change.

LTC 22/17 Under Road Transport Act 2013, implement 'No Stopping' signs on southern side of Edwin Land Parkway as per design**10. Bungendore & District Car & Bike Show**

Council has received an event application from Bungendore and District Club to hold the Car and Bike Show on Saturday 30 September 2017. The event will be conducted on Gibraltar Street and Butmaroo Street with organisers expecting 1500 people and 250 registered bikes and cars to be displayed. The event will run from 7am until 8pm. A two staged road closure has been requested – a full closure from 7am – 5pm encompassing Gibraltar Street from Royal Hotel to Majara Street and Butmaroo Street from Turallo Terrace to Service Station, and part road closure from 5pm-8pm of Gibraltar Street from the Royal Hotel to Butmaroo Street Intersection. This is the fifth year the event has been run and enhancements to the event and traffic control plans have been implemented this year including a new entry point for display vehicles via Butmaroo Street, pre-event signage both fixed and VMS on entry roads into Bungendore and additional traffic control plan for marshalling at intersection of Molonglo Street and Malbon Street. The committee supported the event pending some changes required for TCP and for organisers to ensure the tennis club is notified regarding access impact.

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

Road Closure from 7am – 5pm of

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

Road Closure from 5pm – 8pm of

- Gibraltar Street from Royal Hotel to Butmaroo Intersection

11. General Business

Nil

12. Next Meeting

Tuesday 8 August 2017, 12pm.

There being no further business, the meeting closed at 2pm

Attachments

Nil

Present: Peter Bray AM (Chair), Peter Lindbeck, Geoff Grey, Jacqui Richards, Steve White, Stephen Pike, Deon Myburgh and Daniel Fulton.

Also Present:

Others Present:

The Committee Recommends:

Apologies: Peter Tegart

1. Confirmation of Report of previous meeting held on 30 January 2017

1.1. Board resolution Outcome Report

Recommendation (Grey/Lindbeck)

TBQ 15/17 - That the Report of the meeting of the Committee held on 30 January 2017 be confirmed.

TBQ 16/17 - That the Board Resolution Report be noted.

2. Chair Persons Report

The Chairperson, Mr Peter Bray AM, acknowledged the recent involvement of The Q with the ADF Arts Program.

Mr Bray AM conveyed the pleasure it had been for him to be a part of the Q Board as he stood down as Chair and a member of the committee. This announcement followed the cessation of the Local Representative Committee on 30 June 2017, and consequently the associated LRC appointment to the committee as Chair.

A new Chair will be appointed at the next Board meeting from the eligible community board members.

Recommendation (White/Pike)

TBQ 17/17 - That the Report be received for information.

3. Internal Productions Review

3.1. Internal Production Financial Review (Attached)

3.2. Staff Internal Production Report (Attached).

Recommendation (Grey/Lindbeck)

TBQ 18/17 - That the Report be received for information.

4. External Hirer Review

- 4.1. External Hirer Financial Review (Attached).
- 4.2. Staff External Hirer Report (Attached).

Recommendation (Grey/Pike)

TBQ 19/17 - That the Report be received for information.

5. Promotion and Marketing Report

- 5.1. Publicist Report (Attached).
- 5.2. Staff Marketing Report (Attached).

Recommendation (White/Lindbeck)

TBQ 20/17 - That the Report be received for information.

6. Matters for Report to Council

- 6.1. General Staff Reports (Attached).
- 6.2. General Items (Attached).

Recommendation (Grey/Lindbeck)

TBQ 21/17 - That the Report be received for information.

7. Next Meeting

Monday 24 July 2017.

There being no further business, the meeting closed at 7.00pm.

Attachments

Attachment 1 The Q - Board Meeting - Council Official Agenda - May 2017 (*Under Separate Cover*) - **CONFIDENTIAL**

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

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