



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 10 Majara Street, Bungendore on Wednesday, 26 April 2017 commencing at 5.30pm.

## ATTENDANCE

**Administrator:** T. Overall (Chair)

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

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

### 1. APOLOGIES

No apologies were received.

### 2. DISCLOSURES OF INTERESTS

094/17

#### **RESOLVED (Overall)**

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

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

### 3. CONFIRMATION OF MINUTES

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

095/17

#### **RESOLVED (Overall)**

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

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

096/17

**RESOLVED (Overall)**

The Administrator resolved that the Minutes of the Planning and Strategy Committee of the Whole held in the Queanbeyan Council Chambers on Wednesday 12 April 2017 be confirmed.

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

There were no presenters.

**5. MAYORAL MINUTES**

Nil

**6. NOTICES OF MOTIONS OF RESCISSION**

Nil

**7. NOTICES OF MOTIONS**

Nil

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

097/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

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

098/17

**RESOLVED (Overall)**

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

**8.3 Contract CW1-2016/17 Plant Hire Panel Cancellation**

099/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

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

100/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

**8.5 QPRC Queanbeyan Headquarters concept design**

101/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

**8.6 Report on Audit, Risk and Improvement Committee**

102/17

**RESOLVED (Overall)**

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

**8.7 Family Day Care Staffing**

103/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

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

104/17

**RESOLVED (Overall)**

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

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

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

105/17

**RESOLVED (Overall)**

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

**8.10 Road Closure Greenway Establishment - Wamboin**

106/17

**RESOLVED (Overall)**

The Administrator resolved that:

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

**8.11 Road Construction Bond - Copperfield Place**

107/17

**RESOLVED (Overall)**

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

**8.12 Tenure Arrangements - Men's Shed**

108/17

**RESOLVED (Overall)**

The Administrator resolved that:

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

**8.13 Roads Act Declaration**

109/17

**RESOLVED (Overall)**

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

**8.14 QPRC Tourism Plan and Tourism Policy**

110/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

**8.15 Draft Sponsorship, Grants and Loans Policy**

111/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

**8.16 Miscellaneous Policies relating to Council's Governance**

112/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

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

113/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

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

**9.2 Q-One Eastern Pools - Season Summary**

119/17

**RESOLVED (Overall)**

The Administrator resolved that the report be received for information.

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

120/17

**RESOLVED (Overall)**

The Administrator resolved that:

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

**10.2 Local Traffic Committee Meeting - Minutes - 4 April 2017**

121/17

**RESOLVED (Overall)**

The Administrator resolved that:

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



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

122/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

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

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

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

123/17

**RESOLVED (Overall)**

The Administrator resolved that Council:

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

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

**11. DELEGATES' REPORTS**

Nil

**12. RESPONSES TO COUNCILLORS' QUESTIONS**

Nil

**13. COUNCILLORS' QUESTIONS FOR NEXT MEETING**

Nil

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

Nil

At this stage in the proceedings, the time being 6.26 pm Mr Overall announced that the Agenda for the meeting had now been completed

**TIM OVERALL  
ADMINISTRATOR  
CHAIRPERSON**