



Ordinary Meeting of Council

22 March 2017

**UNDER SEPARATE COVER
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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

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| ITEM 8.1 | DEVELOPMENT APPLICATION 2016.233 - NEW DWELLING
- 19 GLENMORE ROAD, BRAIDWOOD |
| ATTACHMENT 1 | COUNCIL - 22 MARCH 2017 - DA 2016.233 -SECTION 79C -
MATTERS FOR CONSIDERATION - NEW DWELLING –
19 GLENMORE RD, BRAIDWOOD |

Development Application 2016-233 – Erection of Dwelling House and Shed at 19 Glenmore Road, Braidwood being Lot 2 DP 1217315

ATTACHMENT - SECTION 79C(1) TABLE – Matters for Consideration

The application has been assessed under Section 79C(1) of the Environmental Planning and Assessment Act 1979 and the following matters are of relevance to **Development application No. 2016-233**

State Environmental Planning Policies

SEPP (Rural Lands) 2008

Objectives	
2 What are the aims of the policy	
<p><i>The aims of this Policy are as follows:</i></p> <p><i>(a) to facilitate the orderly and economic use and development of rural lands for rural and related purposes,</i></p> <p><i>(b) to identify the Rural Planning Principles and the Rural Subdivision Principles so as to assist in the proper management, development and protection of rural lands for the purpose of promoting the social, economic and environmental welfare of the State,</i></p> <p><i>(c) to implement measures designed to reduce land use conflicts,</i></p> <p><i>(d) to identify State significant agricultural land for the purpose of ensuring the ongoing viability of agriculture on that land, having regard to social, economic and environmental considerations,</i></p> <p><i>(e) to amend provisions of other environmental planning instruments relating to concessional lots in rural subdivisions.</i></p>	<p>The development aligns with the aims of the policy as outlined below:</p> <ul style="list-style-type: none"> - The dwelling location ensures rural land is maintained and does not detract from related purposes. - The dwelling maintains the matters outlined within Clause 10 of this policy. As such it is considered that the dwelling maintains the Rural Planning Principles. - The dwellings location ensures minimal land use conflict. - As the development does not present any conflicts in land uses, it is considered that there will be minimal social, economic and environmental impacts.
10 Outlines matters to be considered when determining applications for rural dwellings	
<p><i>(1) This clause applies to land in a rural zone, a rural residential zone or an environment protection zone.</i></p> <p><i>(2) A consent authority must take into account the matters specified in subclause (3) when considering whether to grant consent to development on land to which this clause applies for any of the following purposes:</i></p> <p><i>(a) subdivision of land proposed to be used for the purposes of a dwelling,</i></p> <p><i>(b) erection of a dwelling.</i></p>	<p>The dwelling aligns with the matters within Clause 10.</p> <p>The existing uses in the vicinity of the site are predominately residential dwellings within an existing urban fringe environment and rural farmland. The dwelling is proposed to be located in Glenmore Road and in this location the land uses are rural and residential. The remainder of the site will continue to be used for light grazing and this is consistent with the surrounding land uses. The erection of a dwelling on the site will not</p>

Objectives	
<p>(3) The following matters are to be taken into account:</p> <p>(a) the existing uses and approved uses of land in the vicinity of the development,</p> <p>(b) whether or not the development is likely to have a significant impact on land uses that, in the opinion of the consent authority, are likely to be preferred and the predominant land uses in the vicinity of the development,</p> <p>(c) whether or not the development is likely to be incompatible with a use referred to in paragraph (a) or (b),</p> <p>(d) if the land is not situated within a rural residential zone, whether or not the development is likely to be incompatible with a use on land within an adjoining rural residential zone,</p> <p>(e) any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c) or (d).</p>	<p>significantly impact on these uses and will not be incompatible with these uses. There is no rural residential zone adjoining the site. The erection of a dwelling on the site will not be incompatible with surrounding properties. The proposed dwelling is considered to be consistent with the SEPP (Rural Lands) 2008.</p>

SEPP No 55 – Remediation of Land	Complies Y/N
<p>This policy applies to the site and the development. Clause 7 requires the consideration of whether the land is contaminated and if so will it be suitable or cannot be remediated for the purpose of the development. The site has been vacant and used for light grazing previously and the likelihood of potentially contaminating uses as listed in Table 1 of the guideline is minimal. No preliminary investigation is warranted for the proposal.</p>	Yes
<p>State Environmental Planning Policy (Infrastructure) 2007</p> <p>Electricity Transmission or distribution</p> <p>Clause 45 applies to a development application that involves penetration of the ground within 2m of an electricity distribution pole or adjacent to a substation or within 5m of an exposed overhead electricity power line.</p> <p>Where these thresholds are met, a written notice must be provided to the electricity supply authority for comments about potential safety risks.</p>	Yes

<p>The applicant will be required to consult with the Electricity Authority.</p> <p>Road and traffic</p> <p>Clauses 100-103 relate to development adjoining or with frontage to classified road.</p> <p>Glenmore Road is not a classified road.</p>	
<p>SEPP (Building Sustainability Index: <i>BASIX</i>) 2004</p> <p>The applicant has submitted a BASIX Cert. No 755695S_02 Dated 19 February 2017</p>	Yes

Draft State Environmental Planning Policies

There are no draft SEPPs applying to the land.

Regional environmental plans (REPs)

There are no REPs relevant to the proposal.

Local environmental plans

The Palerang Local Environmental Plan 2014 applies to the land.

Objectives	
1.2 Aims of the Plan	
<p>(2) <i>The particular aims of this Plan are as follows:</i></p> <p>(a) <i>to protect and improve the economic, environmental, social and cultural resources and prospects of the Palerang community,</i></p> <p>(b) <i>to encourage development that supports the long-term economic sustainability of the local community, by ensuring that development does not unreasonably increase the demand for public services or public facilities,</i></p> <p>(c) <i>to retain, protect and encourage sustainable primary industry and commerce,</i></p> <p>(d) <i>to ensure the orderly, innovative and appropriate use of resources in Palerang through the effective application of the principles of ecologically sustainable development,</i></p> <p>(e) <i>to retain and protect wetlands, watercourses and water quality and enhance biodiversity and habitat corridors by encouraging the linking of fragmented core habitat areas within Palerang,</i></p> <p>(f) <i>to identify, protect and provide areas used for community health and recreational activities,</i></p>	<p>The development is considered to meet the aims of the PLEP2014 as follows;</p> <ul style="list-style-type: none"> - The dwelling will not place any unreasonable demands on the economic, environmental, social and cultural resources of the Palerang community. - The location of the dwelling will not detract from primary industry or commerce. - The dwelling will not impact on the principles of ecological sustainable development. - The dwelling has been located outside any local flooding from the adjoining creek. The development will not impact on wetlands, watercourses or water quality. The location of the dwelling presents no impacts on biodiversity and habitat corridors.

Objectives	
<i>(g) to ensure that innovative environmental design is encouraged in residential development.</i>	<ul style="list-style-type: none"> - The dwelling will not impact on any areas identified for community health and recreational activities. - The dwelling has incorporated a suitable environmental design.
E4 Environmental Living Zone Objectives of Zone	
<p>Zone E4 Environmental Living</p> <p>1 Objectives of zone</p> <ul style="list-style-type: none"> • To provide for low-impact residential development in areas with special ecological, scientific or aesthetic values. • To ensure that residential development does not have an adverse effect on those values. • To encourage development that is visually compatible with the landscape. • To minimise the impact of any development on the natural environment. • To ensure that development does not unreasonably increase the demand for public services or facilities. • To minimise conflict between land uses within the zone and land uses within adjoining zones. <p>2 Permitted without consent Extensive agriculture; Home businesses; Home occupations</p> <p>3 Permitted with consent Animal boarding or training establishments; Bed and breakfast accommodation; Building identification signs; Business identification signs; Cellar door premises; Community facilities; Dual occupancies; <u>Dwelling houses</u>; Emergency services facilities; Environmental protection works; Farm buildings; Flood mitigation works; Function centres; Home-based child care; Home industries; Information and education facilities; Intensive plant agriculture; Neighbourhood shops; Places of public worship; Plant nurseries; Recreation areas; Restaurants or cafes; Roads; Roadside stalls; Secondary dwellings; Waste or resource transfer stations; Water recycling facilities; Water storage facilities</p> <p>4 Prohibited Industries; Service stations; Turf farming; Warehouse or distribution centres; Any other development not specified in item 2 or 3</p>	<p>The development is considered to meet the aims of the E4 Zone as follows;</p> <ul style="list-style-type: none"> • It is a low impact residential development • It does not have an adverse effect on the ecological, scientific and aesthetic values of the land or vicinity • The development is of modest scale and height so that it is visually compatible with the landscape • It has a small footprint on the site minimising its impact on the natural environment • It does not unreasonably increase the demand for public services or facilities • A single house and shed will not conflict with adjoining land use which also consists of single dwellings and generally smaller rural holdings. <p>The development is permitted with consent.</p>

Objectives	
4.2A Erection of dwelling houses on land in certain rural, residential and environment protection zones	
<p>(1) The objectives of this clause are as follows:</p> <p>(a) to minimise unplanned rural residential development,</p> <p>(b) to enable the replacement of lawfully erected dwelling houses in rural, residential and environment protection zones.</p> <p>(2) This clause applies to land in the following zones:</p> <p>(a) Zone RU1 Primary Production,</p> <p>(b) Zone RU5 Village,</p> <p>(c) Zone R1 General Residential,</p> <p>(d) Zone R2 Low Density Residential,</p> <p>(e) Zone R5 Large Lot Residential,</p> <p>(f) Zone B4 Mixed Use,</p> <p>(g) Zone E3 Environmental Management,</p> <p><u>(h) Zone E4 Environmental Living.</u></p> <p>(3) Development consent must not be granted for the erection of a dwelling house on land to which this clause applies unless the land:</p> <p>(a) is a lot that is at least the minimum lot size shown on the <u>Lot Size Map</u> in relation to that land, or</p> <p>(b) is a lot created under clause 4.1, 4.1AA, 4.1A or 4.1B, or</p> <p>(c) is a lot created under an environmental planning instrument before this Plan commenced and on which the erection of a dwelling house was permissible immediately before that commencement, or</p> <p>(d) is a lot resulting from a subdivision for which development consent (or equivalent) was granted before this Plan commenced and on which the erection of a dwelling house would have been permissible if the plan of subdivision had been registered before that commencement, or</p> <p>(e) is an existing holding, or</p> <p>(f) would have been a lot or a holding referred to in paragraph (a), (b), (c), (d) or (e) had it not been affected by:</p>	<p>Lot 2 DP 1217315 does not meet the minimum area of 2ha required for a dwelling, identified on the <u>Lot Size Map</u>. A written request has been made under Clause 4.6 to vary the development standard. The formal variation request by the applicant to vary the minimum lot size development standard is attached. The variation has been assessed by the assessing officer as being appropriate.</p> <p>Variation is sought under Clause 4.2A (3)(a) of the Palerang Local Environmental Plan 2014 (PLEP2014) to permit the erection of a dwelling house on a lot size of 1.124ha being less than the minimum lot size of 2ha specified under the PLEP 2014 for the following reasons:</p> <p><i>Note: The lot was created by boundary adjustment between Lots 1&2 DP 843604. Approved by Council 2015 and registered 2016. The original lot contained an area of 1.086ha and was created 1994- DA101/94. A SEPP 1 application was also lodged over the lot and was approved by Tallaganda Shire Council, but lapsed due to the dwelling not being commenced within the statutory time period.</i></p> <p>a) The provisions of Clause 4.6 of Palerang LEP 2014 permits the granting of consent even though the development would contravene a development standard. The clause requires the applicant to make a written request that seeks to justify the contravention of the standard. Pursuant to this clause the applicant has demonstrated that :</p> <p>b) Compliance with the development standard is unreasonable or unnecessary in the particular circumstances</p> <p>c) That there are sufficient environmental grounds to justify contravening the development standard</p> <p>d) The applicants written request adequately addresses the matters required in the clause</p>

Objectives	
<p>(i) a minor realignment of its boundaries that did not create an additional lot, or</p> <p>(ii) a subdivision creating or widening a public road or public reserve or for another public purpose, or</p> <p>(iii) a consolidation with an adjoining public road or public reserve or for another public purpose.</p> <p>Note. A dwelling cannot be erected on a lot created under clause 9 of <u>State Environmental Planning Policy (Rural Lands) 2008</u> or clause 4.2.</p> <p>(4) Development consent must not be granted under subclause (3) unless:</p> <p>(a) no dwelling house has been erected on the land, and</p> <p>(b) if a development application has been made for development for the purpose of a dwelling house on the land—the application has been refused or it was withdrawn before it was determined, and</p> <p>(c) if development consent has been granted in relation to such an application—the consent has been surrendered or it has lapsed.</p> <p>(5) Development consent may be granted for the erection of a dwelling house on land to which this clause applies if there is a lawfully erected dwelling house on the land and the dwelling house to be erected is intended only to replace the existing dwelling house.</p> <p>(6) In this clause:</p> <p>existing holding means land that:</p> <p>(a) was a holding on the relevant date, and</p> <p>(b) is a holding at the time the application for development consent referred to in subclause (3) is lodged,</p> <p>whether or not there has been a change in the ownership of the holding since the relevant date, and includes any other land adjoining that land acquired by the owner since the relevant date.</p> <p>holding means all adjoining land, even if separated by a road or railway, held by the same person or persons.</p> <p>relevant date means:</p> <p>(a) in relation to land to which <u>Cooma-Monaro Local Environmental Plan 1999—(Rural)</u> applied</p>	<p>e) The approval of the development would not be contrary to the public interest as it is consistent with the objectives of the standard and the objectives for the development within the zone:</p> <p>f) The objective of the standard is to minimise unplanned residential development. In this regard the originally approved subdivision permitted a dwelling on the site and the land adjoins other similar sized residential holdings which contain dwellings.</p> <p>g) The development satisfies the zone objectives in that it is low impact residential development; it does not have an adverse effect on the ecological, scientific and aesthetic values; it is visually compatible with the landscape and it minimises impact on the natural environment; it does not unreasonably increase the demand for public services or facilities and there is not expected to be any conflict with adjoining land use.</p> <p>h) The NSW Government Secretary of the Department of Planning and Environment has granted concurrence pursuant Clause 4.6(4) to vary the 2ha minimum lot size to permit the erection of a dwelling. The Secretary advised concurrence in this instance was granted as contravention of the standard did not raise any matter of State or regional significance and there would no public benefit in maintaining the 2ha minimum lot size on the subject land.</p>

Objectives	
<p><i>immediately before the commencement of this Plan—3 March 1997, or</i></p> <p><i>(b) in relation to land to which <u>Goulburn Mulwaree Local Environmental Plan 2009</u> or <u>Mulwaree Local Environmental Plan 1995</u> applied immediately before the commencement of this Plan—15 May 1970, or</i></p> <p><i>(c) in relation to land to which <u>Gunning Local Environmental Plan 1997</u> applied immediately before the commencement of this Plan—15 July 1966, or</i></p> <p><i>(d) in relation to land to which <u>Tallaganda Local Environmental Plan 1991</u> applied immediately before the commencement of this Plan—14 June 1974, or</i></p> <p><i>(e) in relation to land to which <u>Yarrowlumla Local Environmental Plan 2002</u> applied immediately before the commencement of this Plan—13 October 1995.</i></p> <p>Note. The owner in whose ownership all the land is at the time the application is lodged need not be the same person as the owner in whose ownership all the land was on the stated date.</p>	
4.3 Height of buildings	
<p><i>(1) The objectives of this clause are as follows:</i></p> <p><i>(a) to enhance the natural character and landscape of Palerang,</i></p> <p><i>(b) to protect residential amenity and solar access,</i></p> <p><i>(c) to manage the visual impact of development,</i></p> <p><i>(d) to reflect the predominantly low-rise character of development in Palerang.</i></p> <p><i>(2) The height of a building on any land is not to exceed the maximum height shown for the land on the <u>Height of Buildings Map</u>.</i></p>	<p>The <i>Height of Building Map</i> allows buildings to be constructed a maximum height of 9m. The dwelling proposes a maximum height of 5m and therefore complies with Clause 4.3.</p>
4.6 Exceptions to development standards	
<p><i>(1) The objectives of this clause are as follows:</i></p> <p><i>(a) to provide an appropriate degree of flexibility in applying certain development standards to particular development,</i></p>	<p>A formal variation submission has been submitted and can be found in the attachment .The variation request has been assessed as being appropriate under Clause 4.6 and having regard to the objectives of this clause.</p>

Objectives	
<p><i>(b) to achieve better outcomes for and from development by allowing flexibility in particular circumstances.</i></p> <p><i>(2) Development consent may, subject to this clause, be granted for development even though the development would contravene a development standard imposed by this or any other environmental planning instrument. However, this clause does not apply to a development standard that is expressly excluded from the operation of this clause.</i></p> <p><i>(3) Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:</i></p> <p><i>(a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and</i></p> <p><i>(b) that there are sufficient environmental planning grounds to justify contravening the development standard.</i></p> <p><i>(4) Development consent must not be granted for development that contravenes a development standard unless:</i></p> <p><i>(a) the consent authority is satisfied that:</i></p> <p><i>(i) the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and</i></p> <p><i>(ii) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and</i></p> <p><i>(b) the concurrence of the Secretary has been obtained.</i></p> <p><i>(5) In deciding whether to grant concurrence, the Secretary must consider:</i></p> <p><i>(a) whether contravention of the development standard raises any matter of significance for State or regional environmental planning, and</i></p> <p><i>(b) the public benefit of maintaining the development standard, and</i></p> <p><i>(c) any other matters required to be taken into consideration by the Secretary before granting concurrence.</i></p>	<p>It is considered that the applicant's written request has adequately addressed the matters in subclause 3.</p> <p>The application demonstrates why the compliance with the standard is unreasonable or unnecessary and that there are sufficient environmental planning grounds to justify contravening the development standard.</p> <p>The application also required concurrence from the NSW Department of Planning and Environment. Having considered the applicants written request for variation of the development standard pursuant to Clause 4.6 the Department granted concurrence in this instance.</p>

Objectives	
<p>(6) Development consent must not be granted under this clause for a subdivision of land in Zone RU1 Primary Production, Zone RU2 Rural Landscape, Zone RU3 Forestry, Zone RU4 Primary Production Small Lots, Zone RU6 Transition, Zone R5 Large Lot Residential, Zone E2 Environmental Conservation, Zone E3 Environmental Management or Zone E4 Environmental Living if:</p> <p>(a) the subdivision will result in 2 or more lots of less than the minimum area specified for such lots by a development standard, or</p> <p>(b) the subdivision will result in at least one lot that is less than 90% of the minimum area specified for such a lot by a development standard.</p> <p>Note. When this Plan was made it did not include all of these zones.</p> <p>(7) After determining a development application made pursuant to this clause, the consent authority must keep a record of its assessment of the factors required to be addressed in the applicant's written request referred to in subclause (3).</p> <p>(8) This clause does not allow development consent to be granted for development that would contravene any of the following:</p> <p>(a) a development standard for complying development,</p> <p>(b) a development standard that arises, under the regulations under the Act, in connection with a commitment set out in a BASIX certificate for a building to which <u>State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004</u> applies or for the land on which such a building is situated,</p> <p>(c) clause 5.4.</p>	
6.1 Earthworks	
<p>(1) The objective of this clause is to ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.</p> <p>(2) Development consent is required for earthworks unless:</p> <p>(a) the earthworks are exempt development under this Plan or another applicable environmental planning instrument, or</p>	<p>The development (subject to the recommended conditions of consent) has been assessed as being consistent with Clause 6.1. The proposed earthworks are ancillary to a development permissible with consent and will not impact on the following:</p> <ul style="list-style-type: none"> - Soil stability - Future use or redevelopment of the site - Adjoining properties

Objectives	
<p><i>(b) the earthworks are ancillary to development that is permitted without consent under this Plan or to development for which development consent has been given.</i></p> <p><i>(3) In deciding whether to grant development consent for earthworks (or for development involving ancillary earthworks), the consent authority must consider the following matters:</i></p> <p><i>(a) the likely disruption of, or any detrimental effect on, drainage patterns and soil stability in the locality of the development,</i></p> <p><i>(b) the effect of the development on the likely future use or redevelopment of the land,</i></p> <p><i>(c) the quality of the fill or the soil to be excavated, or both,</i></p> <p><i>(d) the effect of the development on the existing and likely amenity of adjoining properties,</i></p> <p><i>(e) the source of any fill material and the destination of any excavated material,</i></p> <p><i>(f) the likelihood of disturbing relics,</i></p> <p><i>(g) the proximity to, and potential for adverse impacts on, any waterway, drinking water catchment or environmentally sensitive area,</i></p> <p><i>(h) any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.</i></p> <p>Note. The <u>National Parks and Wildlife Act 1974</u>, particularly section 86, deals with harming Aboriginal objects.</p>	<ul style="list-style-type: none"> - Relics - Waterways, drinking water catchment or environmentally sensitive land. A NorBE assessment was undertaken on 22/2/2017. Condition required regarding erosion controls.
6.2 Flood planning	
<p><i>(1) The objectives of this clause are as follows:</i></p> <p><i>(a) to minimise the flood risk to life and property associated with the use of land,</i></p> <p><i>(b) to allow development on land that is compatible with the land's flood hazard, taking into account projected changes as a result of climate change,</i></p> <p><i>(c) to avoid significant adverse impacts on flood behaviour and the environment.</i></p> <p><i>(2) This clause applies to:</i></p> <p><i>(a) land identified as "Flood planning area" on the <u>Flood Planning Map</u>, and</i></p>	<p>The development site is identified on Councils <i>Flood Planning map</i>. The dwelling house and shed are located well outside any area of flooding identified on the map.</p>

Objectives	
<p><i>(b) other land at or below the flood planning level.</i></p> <p><i>(3) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:</i></p> <p><i>(a) is compatible with the flood hazard of the land, and</i></p> <p><i>(b) will not significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties, and</i></p> <p><i>(c) incorporates appropriate measures to manage risk to life from flood, and</i></p> <p><i>(d) will not significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses, and</i></p> <p><i>(e) is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.</i></p> <p><i>(4) A word or expression used in this clause has the same meaning as it has in the Floodplain Development Manual (ISBN 0 7347 5476 0) published by the NSW Government in April 2005, unless it is otherwise defined in this clause.</i></p> <p><i>(5) In this clause:</i></p> <p><i>flood planning level</i> means the level of a 1:100 ARI (average recurrent interval) flood event plus 0.5 metre freeboard.</p>	
6.3 Terrestrial biodiversity	
<p><i>(1) The objective of this clause is to maintain terrestrial biodiversity by:</i></p> <p><i>(a) protecting native fauna and flora, and</i></p> <p><i>(b) protecting the ecological processes necessary for their continued existence, and</i></p> <p><i>(c) encouraging the conservation and recovery of native fauna and flora and their habitats.</i></p> <p><i>(2) This clause applies to land identified as "Biodiversity" on the <u>Terrestrial Biodiversity Map</u>.</i></p> <p><i>(3) In deciding whether to grant development consent for development on land to which this clause applies, the consent authority must consider:</i></p> <p><i>(a) whether the development is likely to have:</i></p>	<p>The Terrestrial Biodiversity Map identifies an area along the rear of Gillamatong Creek as biodiversity. The dwelling is located outside the area identified on the map on land that has been traditionally used as light grazing land. It therefore considered that the dwellings location has addressed the relevant provisions in Clause 6.3.</p>

Objectives	
<p><i>(i) any adverse impact on the condition, ecological value and significance of the fauna and flora on the land, and</i></p> <p><i>(ii) any adverse impact on the importance of the vegetation on the land to the habitat and survival of native fauna, and</i></p> <p><i>(iii) any potential to fragment, disturb or diminish the biodiversity structure, function and composition of the land, and</i></p> <p><i>(iv) any adverse impact on the habitat elements providing connectivity on the land, and</i></p> <p><i>(b) any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.</i></p> <p><i>(4) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that:</i></p> <p><i>(a) the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or</i></p> <p><i>(b) if that impact cannot be reasonably avoided by adopting feasible alternatives—the development is designed, sited and will be managed to minimise that impact, or</i></p> <p><i>(c) if that impact cannot be minimised—the development will be managed to mitigate that impact.</i></p>	
6.5 Riparian land and watercourses	
<p><i>(1) The objective of this clause is to protect and maintain the following:</i></p> <p><i>(a) water quality within watercourses,</i></p> <p><i>(b) the stability of the bed and banks of watercourses,</i></p> <p><i>(c) aquatic and riparian habitats,</i></p> <p><i>(d) ecological processes within watercourses and riparian areas.</i></p> <p><i>(2) This clause applies to all of the following:</i></p> <p><i>(a) land identified as “Riparian land” on the <u>Riparian Lands and Watercourses Map</u>,</i></p> <p><i>(b) land identified as “Watercourse” on that map,</i></p>	<p>The Riparian Lands and Watercourse Map identifies an area along the rear of Gillamatong Creek as biodiversity. The dwelling is located outside the area identified on the map. It therefore is considered that the dwelling location has addressed the relevant provisions in Clause 6.5.</p>

Objectives	
<p><i>(c) all land that is within 40 metres of the top of the bank of each watercourse on land identified as "Watercourse" on that map.</i></p> <p><i>(3) In deciding whether to grant development consent for development on land to which this clause applies, the consent authority must consider:</i></p> <p><i>(a) whether or not the development is likely to have any adverse impact on the following:</i></p> <p><i>(i) the water quality and flows within the watercourse,</i></p> <p><i>(ii) aquatic and riparian species, habitats and ecosystems of the watercourse,</i></p> <p><i>(iii) the stability of the bed and banks of the watercourse,</i></p> <p><i>(iv) the free passage of fish and other aquatic organisms within or along the watercourse,</i></p> <p><i>(v) any future rehabilitation of the watercourse and riparian areas, and</i></p> <p><i>(b) whether or not the development is likely to increase water extraction from the watercourse, and</i></p> <p><i>(c) any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.</i></p> <p><i>(4) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that:</i></p> <p><i>(a) the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or</i></p> <p><i>(b) if that impact cannot be reasonably avoided—the development is designed, sited and will be managed to minimise that impact, or</i></p> <p><i>(c) if that impact cannot be minimised—the development will be managed to mitigate that impact.</i></p>	
6.11 Essential services	
<p><i>Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:</i></p>	<p>The application has been assessed as being consistent with Clause 6.11, subject to the attached conditions of consent. All essential services will be provided to the proposed dwelling and the site has frontage to a sealed road. The electricity and telecommunications</p>

Objectives	
<p>(a) the supply of water,</p> <p>(b) the supply of electricity,</p> <p>(c) the disposal and management of sewage,</p> <p>(d) stormwater drainage or on-site conservation,</p> <p>(e) suitable vehicular access.</p>	<p>is located within this road reserve. Reticulated water supply is also available.</p>

Section 79C(1)(a)(ii) any draft environmental planning instrument that is or has been placed on exhibition and details of which have been notified to the consent authority;

There are no draft environmental planning instruments to be considered.

Section 79C(1)(a)(iii) any development control plan;

The *Palerang Development Control Plan 2015* applies to the proposal. Compliance with the relevant provisions is supplied in the table below.

Part A Preliminary Information	
A4 Purpose	
<p><i>The purpose of this DCP is to provide more detailed provisions and to support the aims of the PLEP 2014. The aims of the PLEP 2014 are:</i></p> <p><i>a) to protect and improve the economic, environmental, social and cultural resources and prospects of the Palerang community,</i></p> <p><i>b) to encourage development that supports the long-term economic sustainability of the local community, by ensuring that development does not unreasonably increase the demand for public services or public facilities,</i></p> <p><i>c) to retain, protect and encourage sustainable primary industry and commerce,</i></p> <p><i>d) to ensure the orderly, innovative and appropriate use of resources in Palerang through the effective application of the principles of ecologically sustainable development,</i></p> <p><i>e) to retain and protect wetlands, watercourses and water quality and enhance biodiversity and habitat corridors by encouraging the linking of fragmented core habitat areas within Palerang,</i></p>	<p>The proposed development has been assessed as consistent with the purpose of the DCP. Having regard to this, the proposed development is considered to protect the economic, environmental, social and cultural resources and prospects of the Palerang community. There is no unreasonable impacts on public services and facilities and does not detract from primary industry and commerce. The dwelling is consistent with the principles of ecologically sustainable development because it will minimise the potential for serious or irreversible damage to the environment caused by activities on the site, it will not detract from the health, diversity or productivity of the existing environment which will ensure it is maintained for future generations and will not impact on community health and recreational activities. It will not negatively impact on water quality and local biodiversity.</p>

<p><i>f) to identify, protect and provide areas used for community health and recreational activities,</i></p> <p><i>g) to ensure that innovative environmental design is encouraged in residential development.</i></p>	
<p>A21 Ecologically Sustainable Development</p>	
<p><i>Ecologically sustainable development requires the effective integration of economic and environmental considerations in decision-making processes. Ecologically sustainable development can be achieved through the implementation of the following principles:</i></p> <p><i>a) The precautionary principle—namely, that if there are threats of serious or irreversible environmental damage, lack of full scientific certainty should not be used as a reason for postponing measures to prevent environmental degradation.</i></p> <p><i>In the application of the precautionary principle, public and private decisions should be guided by:</i></p> <p><i>i. Careful evaluation to avoid, wherever practicable, serious or irreversible damage to the environment, and</i></p> <p><i>ii. An assessment of the risk-weighted consequences of various options</i></p> <p><i>b) Inter-generational equity—namely, that the present generation should ensure that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations</i></p> <p><i>c) Conservation of biological diversity and ecological integrity—namely, that conservation of biological diversity and ecological integrity should be a fundamental consideration,</i></p> <p><i>d) Improved valuation, pricing and incentive mechanisms—namely, that environmental factors should be included in the valuation of assets and services, including the following:</i></p> <p><i>i. Polluter pays—that is, those who generate pollution and waste should bear the cost of containment, avoidance or abatement.</i></p> <p><i>ii. The users of goods and services should pay prices based on the full life cycle of costs of providing goods and services, including the use of natural resources and assets and the ultimate disposal of any waste.</i></p> <p><i>iii. Environmental goals, having been established, should be pursued in the most cost effective way, by establishing incentive structures, including market</i></p>	<p>The dwelling has been assessed as being consistent with the principles of ecological sustainable development. The site has previously been used as light grazing land. The location of the dwelling presents minimal impacts on native flora and fauna and water quality.</p> <p>It will minimise the potential for serious or irreversible damage to the environment.</p>

<i>mechanisms, that enable those best placed to maximise benefits or minimise costs to develop their own solutions and responses to environmental problems.</i>	
Part B General Provisions	
B1 Site Analysis	
<p><i>Objective</i></p> <p><i>a) To ensure that site attributes and constraints are carefully considered in the site planning and assessment process</i></p> <p><i>Development application requirements</i></p> <ul style="list-style-type: none"> • <i>Plans of the proposed development at a scale that shows the detail of the proposed development</i> • <i>A due diligence assessment for Aboriginal heritage. Refer to section B10.2 Aboriginal Heritage in this DCP.</i> • <i>An A3 sized site plan is required for all development at a scale that allows it to be easily read. The following scales are provided as a guide:</i> • <i>1:100 to 1:200 within a village area</i> • <i>1:500 to 1:2000 for rural residential/rural development</i> • <i>1:1000 for a road.</i> • <i>north point and bar scale</i> <p><i>Note: Development on large lots may require lodgement of more than one site plan, each at different scales to allow all the site attributes and constraints to be read.</i></p>	<p>The development application has been accompanied with suitably prepared plans to scale. The Statement of Environmental Effects and associated documents fulfil the requirements within B1.</p>
B3 Flora, fauna, soil and water courses	
<p><i>The management of assets such as native flora and fauna, soil and watercourses is important as they are the key to ensuring quality air and water and high levels of biodiversity which in turn means lower levels of pest and weed species and productive soils which provide opportunities for agriculture. The PLEP 2014 contains clauses relating to terrestrial biodiversity, soil erosion and salinity, and watercourses. Additionally, there is State (and in some instances Commonwealth) legislation relating to each of these. Before commencing any works that involve the disturbance of these assets it is necessary to check what approvals are required.</i></p>	<p>The matters outlined in B3 are consistent with Clause 6.3 in the PLEP2014, which has been addressed above.</p> <p>The Terrestrial Biodiversity Map identifies an area along the rear Gillamatong Creek as biodiversity. The dwelling is located outside the area identified on the map. The land outside the mapped area has been traditionally used for light grazing. It therefore considered that the dwellings location has addressed the relevant provisions in B3.</p>

B4 Bush fire Prone Land	
<p><i>B4.1 All development applications</i></p> <p><i>1) Applications must satisfy the relevant provisions of Planning for Bush fire Protection 2006.</i></p> <p><i>2) Development design and the siting of building envelopes and Asset Protection Zones should consider any potential environmental impact and steps to mitigate the impact on environmentally sensitive lands. Further detailed requirements are set out in section B3.1 Terrestrial Biodiversity in this DCP.</i></p>	<p>The development application was submitted with a Bushfire Assessment Report that identified a construction level of BAL 19. The surrounding vegetation is predominately grasslands. Subject to the conditions of consent it is considered that the development will meet the relevant provisions of Planning for Bush Fire Protection 2006.</p>
B5 Crime Prevention through Environmental Design	
<p><i>Objective</i></p> <p><i>a) To ensure the incorporation of crime prevention strategies in new development</i></p> <p><i>b) To promote active, pedestrian and cyclist orientated environments where developments are designed to integrate into the public domain</i></p> <p><i>c) To maximise opportunities for natural surveillance of public spaces, buildings, site entrances and internal spaces</i></p>	<p>The proposed dwelling has been sited to have clear access and entrance point from the road and there is no vegetation or high walls that would obscure the direct line of sight between the dwelling and the road. The dwelling will enable causal surveillance of the locality in accordance with Crime Protection Through Environmental Design requirements.</p>
B7 Engineering Requirements	
<p><i>B7.3 Urban Vehicle Access</i></p> <p><i>Objective</i></p> <p><i>a) To ensure vehicles are able to enter and exit properties in a safe manner</i></p> <p><i>b) To ensure vehicle accesses do not unnecessarily restrict on-street parking</i></p> <p><i>Control</i></p> <p><i>1) Vehicular access and car parking areas are to comply with AS 2890 – Parking Facilities. Suitable transitions are to be provided to the public road</i></p> <p><i>2) Driveways are to be offset a minimum of 0.9m from side boundaries to allow effective screen planting along the boundary</i></p> <p><i>3) The driveway within the property is to be minimum 3.0m wide, with adequate turning area provided to allow ease of access to garages</i></p> <p><i>4) The width of the driveway crossing within the road reserve shall be 3.0m</i></p> <p><i>5) Landscaping, mailboxes, fences and other structures, where located near driveway crossings, are not to compromise safety aspects such as sight distance for both pedestrians and vehicles</i></p> <p><i>6) The driveway crossing location and dimensions are to comply with Palerang Council standard drawings PAL-SD-102 to PAL-SD-111. Refer to Appendix A for details</i></p>	<p>The development application has been assessed (subject to the attached conditions of consent) as being consistent with B7.3. The application was referred to Council's Development Engineer who did not object to the development subject to the attached conditions.</p>

<p>7) Vehicular access is to be located clear of services as shown in Palerang Council standard drawings PAL-SD-108. Refer to Appendix A for details</p>	
<p><i>B7.7 Stormwater and water sensitive urban design Objective</i> a) To minimise the potential impacts of development and other associated activities on the aesthetic, recreational and ecological values of receiving waters b) To ensure stormwater is controlled in a way that minimises nuisance to neighbouring properties c) To set minimum standards for the collection and management of stormwater on development sites. d) To preserve natural drainage systems, where practicable, and to provide for the repair and enhancement of environmentally significant or degraded land e) To ensure appropriate easements are provided over existing drainage systems on private property</p>	<p>The application has been assessed as being consistent with Clause B7.7 of the PDCP. The application demonstrates that the dwelling will have minimal impacts on the surrounding ecological values, neighbouring properties and is able to meet the minimum standards for the management of stormwater and on site effluent. On site effluent to comply with the recommendations of the <i>Effluent Disposal : Site and Soil Assessment</i> prepared by John Franklin Consulting Austrlia Pty Ltd dated submitted with the application.</p>
<p><i>B7.9 Utilities Objective</i> a) To ensure all developments have adequate services to cater for future development, including water for domestic and fire fighting purposes b) To enable installation, maintenance and augmentation of services in a cost effective manner and with minimal impact on the environment</p>	<p>The existing allotment can be connected to services for electricity and telecommunication (land lines and mobile services) facilities. The site can also be connected to Councils reticulated water network. A Section 64 Contribution towards Water Supply Headworks is required. An amount of \$9,978.50</p>
<p><i>B7.10 Sewer and Water Objective</i> a) To ensure water and sewerage infrastructure meets the needs of the development b) To ensure that water and sewerage infrastructure provided by the development does not place an unreasonable burden on the community c) To ensure that the infrastructure required to service a development is funded by the development and is provided in a logical and timely manner</p>	<p>Subject to the attached conditions of consent, the dwelling will be connected to an Aerated Wastewater Treatment System. The application is supported by a Effluent Disposal – Site and Soil Assessment by Franklin Consulting Aust. Pty Ltd. The report advises the site is a free draining site encompassing several small rises with outcropping granite tors grading north east downslope to the northern boundary at Glenmore Road and grading downslope south east towards Gillamatong (Monkittee) Creek. The site is considered suitable for any accredited secondary treatment system and that there is an adequate area suitable for surface spray or drip, or sub surface irrigation of secondary treated effluent in accordance with the prescriptions contained in the consultant's report.</p> <p>The site is low risk due to the absence of any significant physical constraints and the large lot area.</p>

B8 Erosion and sediment control	
<p><i>Sedimentation from development sites is a major pollutant for water courses and drainage systems, causing significant environmental damage as it results in phosphorus, micro-organisms, and chemicals polluting waterways. Therefore there is a need to ensure that when a site is developed appropriate measures are implemented to prevent the loss of sediment and to rehabilitate the site through interim and long term measures. To this end one of two kinds of plans is to be submitted with all development applications which require disturbance to soil:</i></p> <ul style="list-style-type: none"> • <i>an Erosion and Sediment Control Plan or</i> • <i>a Soil and Water Management Plan</i> <p><i>Table 8 sets out the broad categories of development and the type of plan required. The requirements should be confirmed with Council at a pre lodgement meeting.</i></p>	<p>An Erosion and Sediment Control Plan (ESCP) will be required to be implemented for any works causing surface cover disturbance as a condition of consent.</p>
B9 Flood planning	
<p><i>Parts of the urban areas of Braidwood, Bungendore and Captains Flat are all affected by flooding. Other areas of the local government area are also susceptible to flooding but have not been studied by Council. These areas, however, still require consideration of flooding. Clause 6.2 of PLEP 2014 requires that proposed development consider flood hazard.</i></p> <p><i>Bungendore</i> <i>A flood study and floodplain risk management plan have been completed for the Bungendore urban area. The PLEP 2014 contains a Flood Planning map for Bungendore.</i></p> <p><i>Objective</i></p> <ul style="list-style-type: none"> <i>a) To comply with the objectives of Clause 6.2 of the PLEP 2014</i> <i>b) To ensure the impacts of the full range of floods, up to and including the probable maximum flood, are considered when assessing development of flood prone land</i> <i>c) To take account of social, economic and ecological factors in relation to flood issues</i> <i>d) To ensure development is in accordance with the principles contained in the Floodplain Development Manual, issued by the NSW Government</i> <i>e) To only permit development where the full potential risk to life from flooding can be managed for all floods up to and including the Probable Maximum Flood.</i> <i>f) To minimise the impact of flooding and flood liability on individual owners and occupiers</i> <i>g) To ensure development and construction materials are compatible with the flood hazard</i> 	<p>The matters outlined in Clause B9 are consistent with the matters in 6.2 of the PLEP. Those matters have been addressed earlier in this report.</p>

<p><i>B9.1 General</i></p> <p><i>1) Consideration will be given to development on land below the flood planning level, but only if it is not located within a floodway or high hazard area as stated in the Flood Planning Manual</i></p> <p><i>Any portion of any building that may be subject to the effects of flood waters is to be built from flood compatible materials (see Appendix B for suggested materials)</i></p> <p><i>2) All services associated with the development are to be adequately flood proofed</i></p> <p><i>3) No on-site sewage management system shall be located within a flood planning area</i></p>	<p>The rear portion of the property is located within the ARI 100yr Flood Extents of PLEP 2014, however the dwelling site is located clear of this flood extent.</p>
<p><i>B9.2 Residential – new development</i></p> <p><i>1) Developments designed to cater for vulnerable sections of the community (such as seniors housing) are not suitable for land identified as being a Flood Planning Area</i></p> <p><i>2) Floor levels of habitable rooms are to be at or above the Flood Planning Level</i></p> <p><i>3) Flood safe access and emergency egress for all flood events up to the 1% AEP event plus 500mm freeboard is to be provided</i></p> <p><i>4) Residential garages are to be at or above the 1% AEP level. Where this is impractical, garages are as to be as high as practical and electrical points are to be at or above the Flood Planning Level</i></p>	<p>The dwelling has been positioned to be outside the Flood Planning Level as nominated on the LEP map. Flood free access is available to the site.</p>
<p>B10 Heritage – European (non-Indigenous), Aboriginal (Indigenous) and Natural</p>	
<p><i>Heritage consists of those places and objects that we as a community have inherited from the past and want to hand on to future generations. Our heritage gives us a sense of living history and provides a physical link to the work and way of life of earlier generations. It enriches our lives and helps us to understand who we are today.</i></p> <p><i>The Palerang local government areas heritage is diverse and includes buildings, objects, monuments, Aboriginal places, gardens, bridges, landscapes, archaeological sites, relics, streets, industrial structures, routes of human movement, cultural landscapes and a conservation precinct.</i></p>	<p>The site does not have any known European, Aboriginal or Natural heritage significance. However, a condition has been recommended to ensure if any artefacts are uncovered throughout the construction phase, works shall cease and the appropriate approvals obtained.</p>
<p>B11 Social and economic Impact Assessment</p>	
<p><i>Objective</i></p> <p><i>a) To ensure that a report contains sufficient information to enable Council to determine the impact of the development proposal on the social or economic environment</i></p> <p><i>b) To ensure that the social or economic impact of a proposal is considered at the development assessment stage</i></p> <p><i>c) To consider the need for services and infrastructure to assist in addressing the social and economic impacts of a development proposal</i></p>	<p>The application seeks approval for a single dwelling that is located within immediate proximity of the village services of Braidwood. Support for the dwelling will make efficient use of existing vacant land close to services and is not considered to cause any adverse social or economic impacts in the locality.</p>

B12 Landscaping	
<p><i>Objective</i></p> <p>a) To enhance the amenity of an area and development and to blend in new development</p> <p>b) To enhance the existing streetscape and promote a scale and density of planting that softens the visual impact of buildings</p> <p>c) To conserve significant natural features of the site and contribute to the effective management of biodiversity</p> <p>d) To retain and provide for mature vegetation, particularly large and medium sized trees</p> <p>e) To assist in encouraging vegetation corridors</p> <p>f) To promote privacy</p> <p>g) To promote energy efficiency by enhancing solar access, shade and reducing heat transfer from concrete drives, roofs and building walls in summer</p> <p>h) To provide for the infiltration of water to the water table, minimise run-off and assist with stormwater management</p> <p>i) To improve the microclimate conditions on sites and the solar performance of dwellings</p> <p>j) To ensure that trees do not interfere with infrastructure and buildings</p>	<p>The site is a rural property with the development being in character with the rural locality.</p>
B15 Waste management	
<p><i>B15.1 General Controls</i></p> <p><i>Objective</i></p> <p>a) To avoid the generation of waste through design, material selection and building practices</p> <p>b) To encourage waste minimisation, including source separation, reuse and recycling</p> <p>c) To ensure efficient storage and collection of waste and quality design of facilities</p>	<p>Subject to the conditions of consent the development complies with B15. Conditions will require waste generated by the dwelling to be disposed of in accordance with B15.</p>
B17 Rainwater tanks	
<p><i>Objective</i></p> <p>a) To reduce the demand on reticulated water services and stormwater flow from properties</p>	<p>50,000 Litre rainwater tanks will be provided onsite in accordance with Basix Requirements.</p>
C2 Residential development	
<p><i>C2.1 Objectives and controls applicable to all land use zones and dwelling types</i></p> <p><i>Objective</i></p> <p>a) To maintain the character, amenity and environmental values of a locality</p> <p>b) To ensure that localities are pleasant places to reside</p> <p>c) To ensure that the infrastructure associated with residential development is appropriate</p> <p>d) To ensure the efficient use of land and infrastructure</p> <p>e) To maximise visual and acoustic privacy</p> <p>f) To provide useable outdoor spaces and landscaped areas around buildings</p>	<p>The application has been assessed as being consistent with C2.1 Residential Development.</p> <p>The dwelling has been suitably located and designed to ensure the surrounding character, amenity and environmental values of the locality is maintained. The application has demonstrated that the dwelling is able to connect to the required infrastructure and does not present any impacts on acoustic and visual privacy. The dwelling has suitable access to outdoor spaces and daylight.</p>

<p><i>g) To provide reasonable daylight and solar access to all buildings and outdoor spaces</i></p>	
<p><i>C2.1.1 Acoustic privacy</i> <i>Objective</i> <i>a) To minimise the impacts of noise transmission to habitable rooms and principal private open spaces of dwellings within and between sites</i> <i>Control</i> <i>1) The impact of potential noise intrusion should be addressed in relation to compatibility with the ambient noise level at the relevant boundary of the site</i> <i>2) Noise transmission should be reduced through the selection of building materials that reduce the amount of sound transmitted and room layout, for instance locate bedrooms away from roads</i> <i>3) Site or enclose heat, water and pool pumps, air conditioners and the like to reduce noise transmission within and between dwellings</i> <i>4) Setbacks may need to be greater than the minimum setback distances to meet the acoustic privacy objective</i></p>	<p>The location of the dwelling and proposed setbacks ensures that there will be no abnormal noise intrusion on adjoining properties. Construction conditions have been applied to ensure construction is undertaken at appropriate hours. It is therefore considered that the development complies with the controls in C2.1.1.</p>
<p><i>C2.1.2 Visual privacy</i> <i>Objective</i> <i>a) To minimise the overlooking of habitable rooms and principal outdoor spaces of dwellings within and between sites</i> <i>Control</i> <i>1) Dwellings should be sited and designed, particularly the internal layout to minimise the potential for overlooking into the habitable rooms and open space of adjoining properties.</i> <i>2) Windows, especially first floor windows, should be sited so that they do not look directly into windows of habitable rooms of adjoining properties. Windows in the new development should be offset from the windows of buildings within the site and buildings on adjoining land</i> <i>3) Design elements are to be used to increase visual amenity (for example recessed balconies, fencing and landscaping) and limit overlooking of lower dwellings or private open space</i> <i>4) Setbacks may need to be greater than the minimum setback distances to meet the visual privacy objective</i></p>	<p>The dwelling has proposed a setback from Glenmore Road of 50.26m. The dwelling has also been architecturally designed to address the road. Side setbacks of 15m maintain privacy. It is therefore considered that the dwelling meets the requirements in C2.1.2 The shed is setback 75.26m from Glenmore Road.</p>
<p><i>C2.1.3 Dwelling articulation</i> <i>Refer to the Glossary in this DCP</i> <i>Objective</i> <i>a) To ensure that the facade treatment and architectural detail of dwellings enhances the character and continuity of the streetscape</i> <i>b) To reduce the apparent bulk and scale of dwellings</i> <i>c) To have contemporary designs which integrate with the visual elements of the streetscape</i> <i>Control</i></p>	<p>The dwelling proposes selected “weathertex” boards with painted finish. The roof will consist of <i>Colorbond</i> sheeting. Aluminium windows and doors will be used. It is considered that the architectural detail of the dwelling associated with the proposed setback to the street maintain the existing character of the locality. The dwelling does not include any large areas of blank wall and</p>

<p>1) The maximum unarticulated dwelling length to a street is to be 5 metres</p> <p>2) Large areas of blank or minimally articulated walls are to be avoided</p> <p>3) Dwelling facades should be modulated to reduce the appearance of bulk and express elements of the buildings architecture</p> <p>4) A mix of building materials and colours should be used to reduce the bulk of dwellings</p> <p>5) Dwellings should be articulated on corner sites to address each street frontage and define prominent corners.</p> <p>6) Dwellings in bushfire prone areas are to be designed in accordance with Planning for Bushfire Protection 2006</p>	<p>will be conditioned to ensure compliance with Planning for Bushfire Protection 2006. The shed will comprise <i>colorbond</i> sheet walls and roof being appropriate for a rural area..</p>
<p>C2.1.4 Dwelling exteriors</p> <p>Objective</p> <p>a) To ensure that residential development complements the character of the locality</p> <p>Control</p> <p>1) Materials should be non-reflective to avoid glare</p> <p>2) If recycled materials are to be used, materials should be structurally sound and appropriate to the locality of the development</p> <p>3) Service pipes and vents should be concealed within the external walls where practicable</p>	<p>It is considered that the architectural detail of the dwelling associated with the proposed setback to the street maintain the existing rural character of the locality.</p>
<p>C2.1.7 Energy and water efficiency</p> <p>Energy efficient homes appear very similar to conventional homes, but use the best combination of building orientation, wall and ceiling insulation, efficient water heating and space heating, efficient lighting and appliances. Energy consumption can be reduced by up to 40% when compared to a conventional home. Incorporating features such as the following into the design will increase the energy efficiency of the building:</p> <ul style="list-style-type: none"> • living areas and external courtyards should as far as practicable be orientated to the north or north east • insulation of the building • six star water devices <p>The NSW Government operates BASIX, the Building Sustainability Index. The Index aims to reduce the level of greenhouse gas emissions by setting energy and water reduction targets for dwellings. BASIX analyses this data and determines how it scores against the energy and water targets. The design must pass specific targets (which vary according to location and building type) before the user can print the BASIX Certificate. See also B17 Rainwater tanks.</p> <p>Further information www.basix.nsw.gov.au Note: Solid fuel heaters are to be included in the BASIX assessment</p>	<p>The application was submitted with a valid BASIX Certificate (no. 755695S_02) which ensures compliance with C2.1.7.</p>

<p><i>Objective</i> a) To reduce energy and water consumption in new residential developments and those undergoing substantial alterations or additions <i>Control</i> 1) BASIX certificates are to be submitted with new all dwelling and alterations over \$50,000</p>	
<p><i>C2.1.9 Height</i> The PLEP 2014 Height of buildings map shows the maximum height of buildings permitted in the Palerang local government area. Building height is defined in the PLEP 2014 Dictionary. <i>Objective</i> a) To ensure that dwelling heights reflect the local context and desired character of the street b) To ensure that the privacy of residential properties is protected <i>Control</i> 1) Dwelling heights are to be generally in keeping with that of neighbouring properties 2) Reasonable daylight and solar access must be available to all buildings and outdoor spaces. Refer to the Solar access objectives and controls below</p>	<p>The <i>Height of Building Map</i> allows buildings to be constructed to a maximum height of 9m. The dwelling proposes a maximum height of the structures is less than 5m and therefore complies with C2.1.9.</p>
<p><i>C2.1.11 Overshadowing</i> <i>Objective</i> a) To ensure that new residential development does not unreasonably diminish the amount of sunlight reaching existing developments and public open spaces <i>Control</i> 1) A reasonable level of sunlight is to be maintained between 9.00am and 3.00pm on 21 June to the following areas: • private open space within the development • private open space of adjoining buildings • public open space such as parks • solar water heaters on roofs and adjoining buildings • habitable rooms and recreation space in adjoining buildings 2) Council may require design changes to be undertaken where a proposed development is likely to cause undue overshadowing to the above areas 3) Shadow diagrams detailing shadows cast by the proposed development at 9.00am, 12.00pm and 3.00pm on 21 June may be required to demonstrate the impact 4) The extent of shadows is to take into account the range of factors that impact on solar access, including the slope of the land, aspect, existing and proposed vegetation and the height and position of existing buildings and structures, including fences</p>	<p>The proposed setbacks and height of the proposed dwelling ensure that no impacts from over shadowing will occur on adjoining properties.</p>

<p><i>C2.1.12 Solar access</i> <i>Sunlight provides amenity and reduces energy providing environmental and financial benefits.</i> <i>Objective</i> <i>a) To have adequate sunlight to living areas and principal outdoor space of existing and proposed dwellings</i> <i>Control</i> <i>1) Dwellings within the development site and adjoining properties are to able to receive a minimum of 3 hours sunlight in habitable rooms and in at least 50% of the principal outdoor space between 9am and 3pm on 21 June</i> <i>2) Where existing development currently receives less sunlight than the above requirement, this should not be reduced</i> <i>3) Living areas of dwellings such as kitchens and family rooms should be located on the northern side of dwellings and service areas such as laundries and bathrooms to the south or west</i> <i>4) Opportunities for passive heating and cooling of dwellings to reduce reliance on artificial heating and cooling should be maximised</i> <i>5) To maximise solar access and to minimise overshadowing from adjoining buildings setbacks should be increased</i> <i>6) To maximise solar access dwelling heights may need to be stepped</i></p>	<p>The proposed setbacks and height of the dwelling ensure that no impacts on solar access on to the adjoining properties will occur. The proposed dwelling is suitably orientated to ensure that it has appropriate solar access.</p>
<p><i>C2.1.13 Siting and orientation</i> <i>Objective</i> <i>a) To ensure that dwelling siting and orientation reflects the characteristic pattern created by the original grid road layout where lots front the road (and laneway) and dwellings are generally oriented to the street</i> <i>Control</i> <i>1) Dwellings are orientated and designed to address and overlook the public domain</i> <i>2) Dwellings have an identifiable address to the primary street</i> <i>3) Dwellings should be orientated to the north</i> <i>4) Dwelling and driveways in residential areas should be located to take into account street trees</i></p>	<p>The dwelling has been orientated to address Glenmore Road having a northerly aspect.</p>
<p><i>C2.1.14 Roof form (shape)</i> <i>Objective</i> <i>a) To ensure that roof forms do not significantly add to the bulk and scale of the building</i> <i>b) To ensure that roof forms respond to the scale and pitch of other roofs in the area</i> <i>Control</i> <i>1) The maximum roof pitch is to be 32 degrees</i> <i>2) Attics within the roof space may be permitted where they do not unreasonably add to the bulk and scale of the building</i></p>	<p>The proposed skillion roof form does not add bulk and scale to the dwelling and is generally consistent with other roof forms in the area.</p>

<p><i>C2.1.15 Street frontage</i> <i>Objective</i> a) <i>To ensure that the dwelling form and site layout reflects the characteristic street pattern</i> <i>Control</i> 1) <i>The site is to be wide enough to achieve the following:</i></p> <ul style="list-style-type: none"> • <i>dwelling addressing the street</i> • <i>daylight and solar access</i> • <i>principal outdoor space</i> • <i>privacy</i> • <i>adequate vehicle access and accommodation</i> • <i>retention of significant trees, landscaping and soil planting</i> <p><i>Minimum street frontage distances for most dwelling types are provided in the following sections.</i></p>	<p>The dwelling has been orientated to address Glenmore Road. Adequate vehicle access is available. No trees are proposed to be removed.</p>
<p><i>C2.1.16 Streetscape</i> <i>Objective</i> a) <i>To ensure that the character of the street is maintained or enhanced by the contribution of the new residential development</i> <i>Control</i> 1) <i>The proposed dwelling should fit comfortably within the existing streetscape of the area and scale of development</i></p>	<p>The proposed setbacks and design of the dwelling ensure that the existing rural streetscape is maintained.</p>
<p><i>C2.5 Dwellings in RU1 Primary Production and E3 Environmental Management and E4 Environmental Living land use zones</i> <i>Objective</i> a) <i>To ensure dwellings are designed and sited so as to not detract from the rural landscape, scenic quality and agricultural productivity of rural areas</i> b) <i>To avoid development on environmentally constrained parts of the land</i> c) <i>To protect water courses, existing native vegetation and areas of heritage significance</i> d) <i>To provide buffers between residential buildings and land uses to minimise the potential for land use conflict.</i></p>	<p>The dwellings location and design ensure that there will be minimal impact on the rural landscape and scenic amenity of the locality. The siting of the dwelling has avoided any impacts on environmental constrained parts of the land, water course and existing native vegetation. The dwelling does not present any land use conflicts.</p>
<p><i>Control</i> <i>C2.5.1 Setbacks</i> 1) <i>Setbacks for each of the land use zones are shown in the table below:</i> <i>Note: Setbacks which are part of a building envelope prevail</i></p>	<p>The front setback control required under the DCP is 50 metres: The proposed dwelling has been setback 50.26m from the road. The house has been located in this position to be outside of the Flood Planning Area and to also be consistent with the position of houses in the immediate area.</p> <p>The position of the house to Glenmore Road is considered to be acceptable having regard to the predominate setback in the locality.</p> <p>The side setback control required under the DCP is 15 metres. The dwelling is setback 15m from both side boundaries.</p> <p>The dwelling has also been setback well in excess of 80 metres from Gillamatong Creek is in compliance with the setback to waterways requirements ie 40m.</p>

Table 17 Setbacks for dwellings

Setbacks (metres) for dwellings	RU1 Primary Production		E3 Environmental Management	E4 Environmental Living
Primary road frontage	50	50	50	50
Side and	15	15	15	15
4 ha – 80 ha	25	25	25	25
> 80 ha	50	50	50	50
Watercourse	40	40	40	40
National park or nature reserve	100	100	100	100
Forestry, extractive industry, rural industry, intensive livestock industry	400	400	400	400

C2.5.2 Potable water supply

1) Where a reticulated water supply is not available, a minimum potable water supply of 90,000 litres is to be provided and installed in accordance with B17 Rainwater Tanks

The dwelling can be connected to Council reticulated water supply. However, a 50,000 litre tank will be supplied in accordance with the submitted BASIX Certificate. This is greater than the required water tank size of 22.5 kl prescribed by the DCP.

Part E Notification of a Development Application

Public participation is an important component of the development assessment process. To ensure that public participation occurs in an orderly, consistent and transparent manner the following provisions have been set:

Objective

- a) To provide a framework for the notification and advertisement of development applications, applications to modify development consents and the review of development determinations*
- b) To provide an opportunity for appropriate public participation in the development application process*
- c) To establish a clear process whereby public views are considered in the development application process*
- d) To specify circumstances where notification and advertising of development applications is not required*
- e) To identify development applications that will be notified or advertised and those persons that will be notified*

The application was notified to adjoining owners and advertised in the local paper from 14 December 2016 to 6 January 2017 in accordance with the provisions of the Part E. No written submissions were received.

Section 79C(1)(a)(iii)(a) any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F,

No planning agreement is required to be considered.

Section 79C(1)(a)(iv) any matters prescribed by the regulations, that apply to the land to which the development application relates;

Appropriate conditions have been included within the recommended conditions of consent to ensure the proposed development is consistent with the relevant matters prescribed under clauses 92, 93, 94, and 94A of the regulations.

Section 79C(1)(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts of the locality;

Context and Setting

The development site is located on the urban fringe of Braidwood on land zone E4 Environmental Living. The dwelling has been setback to reflect the existing streetscape and environmental constraints on the site. It is considered that the dwelling subject to the conditions of consent, will not adversely impact on the surrounding natural or built environments.

Access and Traffic

The application was referred to Council's Development Engineer who did not object to the application subject to the attached conditions of consent including satisfactory access ie Type A vehicle access construction in accordance with Drawing PAL –SD-101 as illustrated in Appendix B of Palerang DCP 2015.

It is considered there will be minimal impacts on the locality resulting from the newly proposed vehicle access and the additional traffic generated.

Provision of Services and Infrastructure

The application has demonstrated that it is capable of connecting to Council's existing water services and electricity and telecommunications infrastructure. Subject to the attached conditions of consent it is considered that there will be minimal impacts relating to the provision of services and infrastructure on the locality.

A condition will apply relating to Section 64 Water Contribution payments.

No Section 94 contributions apply. The development is proposed on an existing approved lot by Council.

Section 79C(1)(c) the suitability of the site for the development;

The proposed development is a permissible use in the zone and this report demonstrates it is compatible with the surrounding rural land uses. The scale of the proposed development means it can be conducted without significant adverse impact on the environment or amenity of any adjoining owners. The proposed dwelling can be adequately accommodated on site. Therefore, it is considered that the development is suitable for the site.

Section 79C(1)(d) any submissions made in accordance with the Act or Regulations;

Notification

The application was notified to adjoining owners and advertised as local development in accordance with the provisions of the Part E.

No written submissions were received.

Development Engineer

The application was referred to Council's Development Engineer, who did not object to the application, subject to the attached conditions of consent.

NSW Department of Planning

As the application seeks a variation of a development standard minimum lot size, the development application required concurrence from the NSW Department of Planning and Environment. In this instance the NSW Department of Planning and Environment decided to grant concurrence.

Section 79C(1)(e) the public interest

As discussed above and subject to the recommended conditions of consent, it is not considered that the proposed development would be contrary to the public interest because of potential impacts on the natural, social and economic environments are considered to be minimal.

Conclusion

The development application for a dwelling on Lot 2 DP1217315, 19 Glenmore Road Braidwood, is consistent with the relevant objectives in the PLEP2014, specifically Clause 4.6. The dwelling application has also been assessed as being consistent with the relevant provisions in the PDCP2015 and the Section 79C of the Environmental Planning and Assessment Act. As a result the variation to the minimum lot size is justified and development consent is recommended, subject to the attached conditions of consent.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

- | | |
|--------------|---|
| ITEM 8.1 | DEVELOPMENT APPLICATION 2016.233 - NEW DWELLING
- 19 GLENMORE ROAD, BRAIDWOOD |
| ATTACHMENT 2 | COUNCIL - 22 MARCH 2017 - DA.2016.233 - REQUEST
FOR CL 4.6 VARIATION - SUPPORTING INFORMATION -
NEW DWELLING - 19 GLENMORE ROAD |



REPORT TO ACCOMPANY DEVELOPMENT APPLICATION DEV.2016.233

**REQUEST TO VARY DEVELOPMENT STANDARDS IN ACCORDANCE WITH CLAUSE 4.6 OF THE
PALERANG LOCAL ENVIRONMENTAL PLAN, 2014**

November, 2016

1. Introduction

The following submission seeks to vary the standards for residential development prescribed by Palerang LEP 2014 (PLEP) – Zone E4 Environmental Living (p. 18). This submission is to accompany development application DEV.2016.233 for residential development – dwelling and shed.

The extenuating circumstances of this development application arise from misunderstanding at the time of purchase of the property in 2016. Purchase was completed on the assumption that the property had a building entitlement for single residential development. The subject lot was purchased in good faith, at a price of optimal value for real estate within the village at this time (See attachment One). In spite of the commitment made by the new owners of the property, it has become evident that the necessary actions required to generate a building entitlement were not undertaken in accordance with the (now repealed) Tallaganda LEP 1991.

It is requested that exception be given to the standards of the Palerang LEP in this case. The proposed development is consistent with the objectives of the zone E4 Environmental Living (4.6) (4) (a) (i-ii) with exception for the minimum lot size requirement. Strict compliance with this part is unnecessary, given the character of the proposed development and the original intent of subdivision that created the subject lot. Consideration of these matters indicate that the proposed development would result in an overall improvement to the amenity and condition of the locality, delivering considerable benefit to public interest.

2. Particulars of the proposed development

Lot 2 Plan DP1217315
19 Glenmore Road, BRAIDWOOD

3. Zoning of the subject land

The land is zoned E4, Environmental Living in accordance with the Palerang Local Environment Plan (PLEP) 2014

4. Development standard to be varied

The development standard to be varied is the minimum lot size requirement for the E4 zone as prescribed by Clause 4.2 (2) and (3) (a) of the PLEP. The subject lot is 1.36 hectares in area and 68 per cent of the minimum lot size requirement of 2.0 hectares for this zone.

5. Objectives of development standard

The objectives of Clause 4.2A are as follows:

- (a) To minimise unplanned rural residential development
- (b) To enable the replacement of lawfully erected dwelling houses in rural, residential and environment protection zones

In accordance with part (a) of Clause 4.2A the subject lot was intended for residential development. The lot was originally created by subdivision in 1994, as per development application: DA 101 / 94. Consent was granted at this time with the expectation that a residence would be constructed as a condition of consent. Residential development was not undertaken at this time; however, the subdivision was completed and registered.

6. Objectives of Zone E4 Environmental Living

The objectives of the zone are as follows

To provide for low-impact residential development in areas with special ecological, scientific or aesthetic values

Comment

The subject site is located within an area characterised by low-density living in close proximity to Braidwood village. All lots in this area are highly-modified, consistent with an historical use of low-intensity grazing. Subdivision patterns reflect the change to large-lot residential use that has occurred over the past few decades.

There are no specific ecological or scientific values recorded at the subject site or its locality. The aesthetic values uniquely associated with low-density residential development within proximity to Braidwood village were observed upon the creation of this lot. The proposed development supports residential development would further serve to protect and enhance the values prescribed by this part.

To ensure that residential development does not have an adverse effect on those values

Comment

The subject site is of similar size and composition to adjoining lots in the area. It is noted that each of the lots adjoining the subject site has a dwelling and layout consistent with low-impact residential activity. The subject site remains the only vacant lot within the area.

Lots on the south of Glenmore road (adjacent to the subject site) are typically smaller than the two-hectare minimum prescribed by the current LEP, with an average lot size of 1.36 hectares. The proposed development would be consistent with this residential pattern.

To encourage development that is visually compatible with the landscape

Comment

The proposed development comprises a single residential dwelling with a detached shed. The proposal incorporates energy-efficient living with tasteful, natural tones and materials suited to low density living.

Particular care has been taken to protect the aesthetic values of the subject lot and its surrounds: the proposed dwelling features a tasteful, modern layout and sympathetic external presentation. The use of a skillion roof is designed to encourage solar passive living, whilst minimising the visual impact of the proposed dwelling upon the features of the nearby townscape and the semi-rural outlook of the locality.

To minimise the impact of any development on the natural environment

Comment

The proposed development fulfils the requirements of the Building and Sustainability Index (BASIX), incorporating energy efficient design, fixtures and materials including glazing, layout and appliances. Effluent is to be disposed of onsite, and has been designed in accordance with the requirements of State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011 (the SEPP) to be of neutral or beneficial impact upon water resources.

As the site is highly modified, it is anticipated that the proposed residential development will have a beneficial impact on the natural environment; landscaping will be undertaken to maximise the natural and aesthetic qualities of the site and the addition of a residence will provide for ongoing care and maintenance of the subject lot in perpetuity.

To ensure that development does not unreasonably increase the demand for public services or facilities

Comment

The proposed development is for single residential use. The subject lot is of similar density and scale to adjoining lots, and the development would serve to utilise an existing vacant lot without creating additional subdivision or altering the existing land use pattern in this area.

The subject lot can be serviced by existing electricity, telecommunications and water services and has direct frontage to Glenmore Road.

Further reference is made to the approval given to the lot for residential development in September, 1994 (DA 101 / 94). This original determination considered the addition of a residential lot as an appropriate increase to the use of facilities and services in the region.

Subsequent improvements to Council infrastructure and services over the past two decades has made a residential development on this site even more compatible, and in many ways concurrent with the provision of services to properties built in the intervening decades along the extent of Glenmore Road.

Minimise conflict between land uses within the zone and land uses within adjoining zones

The subject site has been created and maintained for the purposes of residential development since its creation in 1994. In the absence of a residential dwelling, it is used for light grazing activities. Residential use is most appropriate in this area and can be achieved upon successful application of a variation to zone objectives and minimum lot size requirements in this instance.

7. Why is compliance with the development standard unnecessary?

Strict compliance with the minimum lot size requirement prescribed by the development standard is unnecessary for the following reasons:

- The subject site is consistent, both in character and aesthetic value to all other properties within the vicinity
- The subject lot was considered and approved for a residential dwelling in 1994
- The approval of a residential dwelling would remove any future potential for conflict with surrounding residences as a result of incompatible land use by converting the use of the lot from light agricultural, to residential use
- The subject dwelling and subsequent landscaping will not only be compatible, but an enhancement to the area with the use of solar passive design and sympathetic, modern and neutral finishes

8. Are there sufficient environmental planning grounds to justify departure from the development standard?

It is proposed that strict compliance would hinder the attainment of the objectives of the E4 Environmental Living Zone. Departure from the development standards associated with this zone are supported based on the following grounds

- It would be inconsistent with the objectives of the zone to maintain a vacant lot within the low-density residential pattern that was envisaged and created for this area.
- If the lot were to remain vacant, it would likely impact upon residential amenity and environmental health. Degradation from weeds, soil loss, fire hazard and pest animal proliferation would likely occur as a result of absentee ownership.
- If the lot were to remain vacant, the opportunity for residential passive surveillance would be lost. This is necessary to ensure the ongoing safety and social cohesion of Braidwood village and its surrounds and cannot be achieved with absenteeism or vacancy.

9. Conclusion

It is proposed that strict adherence to development standards would be not only unnecessary, but detrimental to achieving the zone objectives applicable to the subject lot and its locality. The proposed development is compatible with the visual and social amenities of the locality and integral to the preservation of environmental health and social cohesion within this low-density residential area.

The owners of the subject lot have made a significant financial commitment to living and participating in the Braidwood community. The proposed development offers an opportunity to utilise a vacant lot specifically designed for residential purposes, without increasing the demand for services and facilities. Flexible application of development standards in this case would result in a net improvement to the social, economic and environmental values that exemplify Braidwood village and its surrounds.

Kristy Moyle
PlanBE Development Consulting
November, 2016

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.1 DEVELOPMENT APPLICATION 2016.233 - NEW DWELLING
 - 19 GLENMORE ROAD, BRAIDWOOD

ATTACHMENT 4 COUNCIL - 22 MARCH 2017 - DA 2016.233 - DRAFT
 CONDITIONS - NEW DWELLING - 19 GLENMORE RD

SCHEDULE OF CONDITIONS

Development Consent DA.2016.233

Approved development and plans

1. The development referred to in the application is to be carried out in accordance with the approved plans and documents including the following:
 - Site and soil assessment for *Effluent Disposal – Site and Soil* Assessment prepared by Franklin Consulting Australia Pty
 - Basix Certificate No 755695S_02 issued 19 February 2017
 - Development plans including elevation, floor, site plan prepared by bda Building Designers Australia and designs@m architectural designers dated July 2016.

except as modified by any of the following conditions of consent.

Reason: Development is undertaken in accordance with this consent & is used for the approved purpose only.

Plans to be kept on site

2. Keep a copy of all stamped approved plans, specifications and documents on site while work is being undertaken.

Reason: Relevant documentation is available for perusal on site by a council officer, for compliance check.

BASIX

3. Comply with all commitments listed on BASIX Certificate No. 755695S_02 issued 19 February 2017 before occupying the premises.

Reason: Reduction in water & energy use.

Site identification

4. The site where building work, subdivision work, or demolition work are proposed to be carried out shall be identified by a sign sited in a visually prominent position containing the following information;
 - the development application number,
 - name, address and telephone number of the principal certifying authority,
 - name of the principal contractor (if any) and 24 hour contact telephone number, and
 - a statement that “unauthorised entry to the work site is prohibited”.

Reason: To ensure the site is managed in a safe manner.

Construction standard

5. All work is to comply with the current edition of the Building Code of Australia.

Reason: To ensure all building work is carried out in accordance with relevant construction standards.

Aboriginal objects

6. The development is to proceed with caution. If any Aboriginal objects are found, works should stop and DECCW notified. If human remains are found work is to stop, the site is to be secured and the NSW Police and DECCW are to be notified.

Reason: To ensure objects discovered during construction are protected and notified in accordance with the Due Diligence Code of Practice for the Protection of Aboriginal Objects in New South Wales.

Construction certificate & occupation certificate

7. Obtain a construction certificate from Queanbeyan-Palerang Regional Council or an appropriately accredited private certifier before undertaking any work. Forward a copy of any construction certificate issued by a private certifier to Council at least 2 days before undertaking any work in accordance with that construction certificate.
8. Appoint a principal certifying authority before any work is undertaken. Provide details of the appointed principal certifying authority (if not Queanbeyan-Palerang Regional Council) to Queanbeyan-Palerang Regional Council at least 2 days prior to any work being undertaken.

Reason: Work is undertaken in accordance this consent & relevant construction standards.

9. Do not occupy or use the premises until an occupation certificate has been issued by Queanbeyan-Palerang Regional Council or an appropriately accredited private certifier. Provide a copy of any occupation certificate, issued by a private certifier, to Queanbeyan-Palerang Regional Council no later than 2 days after the occupation certificate is issued.
10. The final occupation certificate must not be issued until all conditions of consent have been satisfactorily complied with and all mandatory stage/required plumbing inspections undertaken. Plumbing and drainage must be inspected by Queanbeyan-Palerang Regional Council at the relevant stages of construction in accordance with the attached inspection schedule and a final plumbing certificate obtained prior to issue of any occupation certificate.

Reason: Development is safe & appropriate for occupation, and is completed in accordance with the consent.

Home warranty insurance

11. Comply with the requirements of Part 6 of the *Home Building Act 1989* before undertaking any work and provide the following to Queanbeyan-Palerang Regional Council and the principal certifying authority (if not Queanbeyan-Palerang Regional Council) at least 2 days before undertaking any work;
 - the name and licence number of the builder who has contracted to do the work and a copy of the certificate of currency for the home warranty insurance, or
 - a copy of the owner builder permit.

Reason: Works are properly insured.

Building materials and finishes

12. The dwelling/shed is to be finished in materials that have a low reflectivity. Colours are to incorporate the use of muted, natural colours that will blend with, rather than stand out from, the landscape for major features such as walls, roof and fencing.

Reason: The building is not visually intrusive in the landscape and does not cause glare.

Power supply

13. The building shall be connected to a suitable power supply.

Reason: To allow for a power supply to be available.

Water supply

14. The dwelling is to be provided with a water storage tank(s) with minimum capacity 50000 litres.

Reason: Adequate domestic water supply to comply with the BASIX certificate.

Construction Activities

15. Construction work shall only be undertaken between the hours of 7 am and 6 pm Mondays to Fridays and between the hours of 7.00 am and 1.00 pm Saturdays (if inaudible on residential premises), otherwise 8.00am to 1.00pm. No construction work shall take place on Sundays or Public Holidays unless Queanbeyan-Palerang Regional Council agrees in writing. A written application shall be made to Queanbeyan-Palerang Regional Council if a variation of hours is required.

Reason: To ensure that noise impacts do not result from construction work.

16. Toilet facilities are to be provided at or in the close vicinity of the work site on which work involved in the erection or demolition of a building is being carried out.

Reason: To provide adequate facilities to the work site.

Stormwater

17. Roof water is to be conveyed to a water tank or diverted a minimum 3 m away from any building. The overflow of any water tank is to be diverted a minimum of 3 m from any building.

Reason: To ensure stormwater disposal does not impact on the building.

Waste Management

18. All waste materials generated on-site during construction are to be stored in enclosed containers and deposited in an approved landfill at regular periods.

Reason: To ensure adequate waste management practices are in place during the construction phase.

Erosion Control - Building

19. Install sediment and erosion controls, prior to any construction activity, to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land, as follows,

- (a) divert uncontaminated run-off around cleared or disturbed areas,
- (b) erect a silt fence to prevent debris escaping into drainage systems or waterways,
- (c) prevent tracking of sediment by vehicles on roads, and
- (d) stockpile topsoil, excavated material, construction and landscaping supplies and debris within the site.

Reason: To minimise environmental impact associated with any works & to prevent soil erosion/water pollution.

Retaining walls & batters

20. Any retaining wall greater than 600 mm is to be designed and constructed to structural engineer's details. Prior to issue of any construction certificate provide a certified copy of the design to Queanbeyan-Palerang Regional Council.

Reason: Retaining walls are structurally strong enough to bear the loads put on them.

21. No batter is to have a gradient greater than 1:4. Batters greater than 1:4 must be retained.

Reason: Prevent soil erosion, water pollution and the discharge of loose sediment on surrounding land.

22. Rehabilitation grass mix is to be applied to all disturbed surfaces at the recommended rate of dispersal prior to the issue of the final occupation/completion certificate. Do not use species that are listed under the *Noxious Weeds Act 1993*.

Reason: Prevent soil erosion, water pollution and the discharge of loose sediment on surrounding land.

Bushfire Requirements

Asset Protection Zones - Rural

23. At the commencement of building works and in perpetuity the property around the building shall be managed as follows as outlined within section 4.1.3 and Appendix 5 of *Planning for Bush Fire Protection* 2006 and the NSW Rural Fire Service's document *Standards for asset protection zones*:

- North for a distance of 15 metres as an asset protection zone;
- South for a distance of 15 metres as an asset protection zone;
- East for a distance of 15 metres as an asset protection zone; and
- West for a distance of 15 metres as an asset protection zone (APZ).

Reason: To provide sufficient space and maintain reduced fuel loads so as to ensure radiant heat levels of buildings are below critical limits and to prevent direct flame contact with a building.

Water and Utilities

24. Water, electricity and gas are to comply with the following requirements of section 4.1.3 of *Planning for Bush Fire Protection* 2006:

- The water source shall be made available or located within the inner protection area (IPA) and away from the structure.
- A hardened ground surface for truck access is to be supplied up to and within 4 metres of the water source.
- A 65mm metal Storz outlet with a gate or ball valve shall be provided.
- In recognition that no reticulated water supply exists, a 20,000 litre water supply shall be provided for fire fighting purposes.
- Above ground tanks are manufactured of concrete or metal and raised tanks are to have their stands protected. Plastic tanks shall not be used.
- The water tank if located above ground shall be of a non-combustible material. If not non-combustible material then the tank needs to be shielded by a non-combustible screening or barrier.
- All associated fittings to the tank shall be non-combustible.
- Pumps are to be shielded from the direct impacts of bush fire.
- A minimum 5hp or 3kW petrol or diesel powered pump shall be made available to the water supply.
- Reticulated or bottled gas is to be installed and maintained in accordance with Australian Standard AS/NZS 1596:2002: *'The storage and handling of LP gas'* and the requirements of relevant authorities. Metal piping is to be used.
- All fixed gas cylinders are kept clear of all flammable materials to a distance of 10 metres and be shielded on the hazard side of the installation.
- Gas cylinders kept close to the building shall have release valves directed away from the building. Connections to and from gas cylinders are to be metal. Polymer sheathed flexible gas supply lines to gas meters adjacent to building are not to be used.

Reason: To provide adequate services of water for the protection of buildings during and after the passage of a bush fire, and to locate gas and electricity so as not to contribute to the risk of fire to a building.

(BAL 19.0)

25. New construction shall comply with section 6 (BAL 19) Australian Standard AS3959-2009 'Construction of buildings in bush fire-prone areas' and section A3.7 Addendum Appendix 3 of 'Planning for Bush Fire Protection'.

Reason: To ensure that buildings are designed and constructed to withstand the potential impacts of bush fire attack.

26. All Class 10 structures as defined per the 'Building Code of Australia' attached to or within 10 metres of the habitable building shall comply with section 6 (BAL 19) Australian Standard AS3959-2009 'Construction of buildings in bush fire-prone areas' and section A3.7 Addendum Appendix 3 of 'Planning for Bush Fire Protection'.

Reason: To ensure that buildings are designed and constructed to withstand the potential impacts of bush fire attack.

Access

27. Property access roads shall comply with section 4.1.3(2) of *Planning for Bush Fire Protection* 2006.

Reason: To provide safe access to/from the public road system for fire fighters providing property protection during a bush fire and for occupants faced with evacuation.

Landscaping

28. Landscaping to the site is to comply with the principles of Appendix 5 of *Planning for Bush Fire Protection* 2006.

Reason: To minimise the potential for bushfire attack on the building.

Advice: The following measures should be implemented when landscaping the site:

- Suitable impervious areas being provided immediately surrounding the building such as courtyards, paths and driveways;
- Grassed areas/mowed lawns/ or ground cover plantings being provided in close proximity to the building;
- Restrict planting in the immediate vicinity of the building which may over time and if not properly maintained come in contact with the building;
- Maximum tree cover should be less than 30%, and maximum shrub cover less than 20%;
- Planting should not provide a continuous canopy to the building (i.e. trees or shrubs should be isolated or located in small clusters);
- When considering landscape species consideration needs to be given to estimated size of the plant at maturity;
- Avoid species with rough fibrous bark, or which retain/shed bark in long strips or retain dead material in their canopies;
- Use smooth bark species of trees species which generally do not carry a fire up the bark into the crown;
- Avoid planting of deciduous species that may increase fuel at surface/ ground level (i.e. leaf litter);
- Avoid climbing species to walls and pergolas;
- Locate combustible materials such as woodchips/mulch, flammable fuel stores away from the building;
- Locate combustible structures such as garden sheds, pergolas and materials such timber garden furniture way from the building; and
- Use of low flammability vegetation species.

Local Approval - Solid Fuel Heater

29. Location of the solid fuel heater must comply with the provisions of AS2918 – *Domestic Solid Fuel Burning Appliances – Installation* and the manufacturer's specifications.

Reason: To ensure the safety of the occupants of the building.

30. Notification of completion of installation from the installer must be given to Council at least 48 hours before firing appliance and arrangements made for access and inspection by Council.

Reason: To ensure the appliance has been correctly installed for the safety of the occupants and for compliance with the legislation.

31. The Solid Fuel Heater must be installed by an appropriately licenced installer and a compliance certificate provided to Council prior to the issuing of the completion certificate for the heater.

Reason: To ensure the safety of the occupants of the building.

Carry out sewer work, carry out water supply work, carry out stormwater work

32. All sanitary plumbing and drainage work is to be carried out in accordance with the requirements of the *Local Government (General) Regulation 2005, AS 3500 and the requirements of Plumbing and Drainage Act, 2011*. No alterations or additions are permitted without approval from Council.

Reason: All plumbing and drainage functions adequately.

33. Council must inspect the following stages of construction and installation:

- Internal and external plumbing and drainage,
- Installation of the on-site sewage management system and disposal area,
- Final inspection of plumbing, drainage and on-site sewage management system.

34. The top level of the sewerage service yard gully shall be located a minimum of 150 mm below the lowest fixture level and a minimum of 75 mm above ground level. Where it is not practicable to locate the top of the yard gully 150 mm below the lowest fixture level or 75 mm above the surrounding ground level, then a reflux valve shall be fitted to the sewer drainage system so as to prevent the backflow from the sewer entering the building.

35. The sewer junction inspection opening is to be located and raised to ground level.

Reason: To ensure compliance with AS3500 - National Plumbing and Drainage Code and the requirements of Plumbing and Drainage Act, 2011

36. Three star and four star rated water conservation devices are to be installed in the bathroom and kitchen respectively.

Reason: Water efficiency and minimisation of wastewater produced

37. A 'Notice of Work' (NoW) is to be issued to Queanbeyan-Palerang Regional Council no later than 2 business days before the work concerned is carried out

Reason: Council is informed prior to undertaking inspections and in accordance with requirements of Plumbing and Drainage Act, 2011..

38. Licensees as the 'responsible person' must submit a Sewer Service Diagram (SSD) layout to Queanbeyan-Palerang Regional Council prior to or at the time of inspection.

Reason: Council records are kept up to date and requirements of Plumbing and Drainage Act, 2011.

39. A 'Certificate of Compliance' (CoC) is to be issued to the Queanbeyan-Palerang Regional Council and a copy to the person for whom the work is carried out on completion of the final inspection.

Reason: Council records are kept up to date and requirements of Plumbing and Drainage Act, 2011.

Local approval – on-site sewage management system

40. The wastewater management system is to be designed, installed and maintained in accordance with the principles of 'On-site Sewage Management for Single Households', AS/NZS 1547-2012 'On-site Domestic Wastewater Management' and the site report prepared by Franklin Consulting Australia Pty Ltd;

41. All effluent is to be assimilated within the boundaries of the property.

42. No effluent management areas are to be located within 100 m of any creek, watercourse or bore whether perennial or intermittent, or within 40 m of a drainage depression.

43. All stormwater collected from roofs and other hard surface areas is to be diverted away from any effluent management area, with provision for energy dissipation at the outlet to prevent scouring or erosion.

Reason for Conditions: To ensure that the on-site effluent management system will have a neutral or beneficial effect on water quality and that it will be sustainable over the long term.

44. All wastewater (black and grey) is to be directed to the on-site sewage management system for treatment.

45. Fence off the effluent management area prior to any construction work commencing and maintain in fencing in perpetuity to prevent human, vehicle and stock access.

46. Trenches are to be no longer than 30 m and a distribution box installed to allow equal distribution between the trenches.

47. No water supply or any source of water supply to be used for drinking, domestic purposes or for stock is to be polluted or rendered unwholesome by the land application of the effluent from the proposed on-site sewage system.

Reason for Conditions: Compliance with AS1547-2012 On-site Domestic Wastewater Management.

AWTS and Surface Irrigation

48. The aerated wastewater treatment system including the effluent irrigation area must be designed, located and installed in accordance with the recommendations in the wastewater report prepared by Franklin Consulting Australia Pty Limited;

- the surface irrigation system must employ **fixed** sprinkler points using quick-coupling valves or similar, with sprinklers to be rotated throughout the irrigation area;
- the irrigation system must be fitted with a series of valves or an automatic sequencing valve that enable different fields or parts of the irrigation area to be utilised at any one time;
- the effluent irrigation system must be hydraulically designed and tested to ensure there is uniform delivery to all parts of the irrigation areas;
- the effluent irrigation area must be fenced off from livestock and vehicles;
- the effluent irrigation area is to be mown regularly with grass clippings to be disposed of outside the irrigation area;

- the effluent distribution pipe from the tank to the irrigation area must be fitted with non-return valves, and is to be buried at a minimum depth of 300mm and in a manner that provides protection against mechanical damage or deformation;
 - a pump with sufficient capacity is to be provided to ensure effective and even delivery of effluent to and throughout the delivery area;
 - all run-on and stormwater collected from roofs, access ways and other hard surface areas is to be diverted away from the effluent irrigation area, e.g. by means of a stabilised bund or drain with provision for energy dissipation at the outlet to prevent scouring or erosion;
49. The on-site wastewater management system must be maintained according to Section 5 of the Department of Local Government's guidelines *On-site Sewage Management for Single Households* (1998) and AS/NZS 1547:2000 *On-site Domestic Wastewater Management* and the manufacturer's specifications;
50. All effluent must be assimilated within the boundaries of the property;
51. No effluent irrigation areas are to be located within 150 metres of a named river, 100 metres of any perennial or intermittent creek or watercourse, or within 40 metres of a dam or drainage depression
52. Appliances and fixtures with at least a four star ratings are to be installed in the dwelling to minimise the volume of wastewater produced;
53. No interim or permanent occupation certificate is to be issued until Council has approved the onsite wastewater management system under the *Local Government Act 1993* as being consistent with these conditions;
54. These conditions of consent relating to wastewater management must be provided to the installer of the on-site wastewater management and effluent disposal system;
- Reason for Conditions: To ensure that the on-site wastewater management and effluent disposal system is appropriately designed, sized and located so as to have a sustainable neutral or beneficial effect on water quality over the longer term.*

Aerated water treatment system

55. All irrigation pipe work and fittings must comply with AS 2698 *Plastic pipes and fittings for irrigation and rural applications*, and
- standard household hose fittings must not be used,
 - the irrigation system must not be capable of being connected to the mains water supply.
56. If the land application is by spray irrigation, the land application area should not be used for passive or active recreational purposes.
57. The land application area must not be used to grow vegetables or fruit for human consumption.
58. Within the effluent irrigation area there must be at least two warning signs that comply with AS 1319 and have:
- a green background
 - 20 mm high capital lettering in black or white, and
 - the words 'RECLAIMED EFFLUENT – NOT FOR DRINKING – AVOID CONTACT'.

59. The AWTs unit shall be maintained and inspected by an approved service agent every 3 months. An application for the renewal of the approval to operate shall be made at least 3 months prior to the end of the period of the approval.

Reason: To ensure compliance with AS1547-2012 On-site Domestic Wastewater Management.

Vehicle access

60. Prior to the issue of an occupation certificate the internal access from the property boundary to the dwelling site is to be constructed to a Type RP1 road as specified in Table 4 of the [Palerang Development Control Plan 2015](#).

Reason: Access to the dwelling is available at all times and in all weather conditions.

Rural Entrance

61. Construct/upgrade as necessary the entrance to the property, to the standard of Type A in accordance with Standard Drawing PAL-SD-101 as illustrated in Appendix B of *Palerang Development Control Plan 2015* and *Queanbeyan-Palerang Regional Council's Specification for Construction of Private Access Roads and Entrances*. Longitudinal grading is to ensure ground clearance for standard cars in accordance with AUS-SPEC #1 as amended by Queanbeyan-Palerang Regional Council.

See Palerang DCP Appendix B; Drawings PAL-SD-101 and PAL-SD-111 for construction details.

Reason: Safe entry and exit to lots from the road.

Section 64 Contributions – Water Supply Head works

62. Pay Queanbeyan-Palerang Regional Council \$9,978.50 towards water supply provision at Braidwood, pursuant to Section 64 of the *Local Government Act 1993*, prior to occupation of the building. The amount payable is subject to annual amendment on 1 July in keeping with CPI adjustments. This Contributions Plan may be inspected at Council's administrative offices (10 Majara Street, Bungendore and 144 Wallace Street, Braidwood) during normal office hours.

Reason: Appropriate provision and upgrade of reticulated water supply.

DRAINAGE & PLUMBING INSPECTION SCHEDULE

SECTION 68 (SEWER AND SEPTIC ONLY) – REQUIRED COUNCIL INSPECTIONS

Council is the sole approval authority for water plumbing, sanitary plumbing and drainage and on-site sewage management systems. Should a private sector accredited certifier be used for the building, Council will require inspections in accordance with the schedule below:

1. Internal sanitary drainage prior to backfilling
2. At pre-sheet stage ready for internal lining with water plumbing and wet area flashing in place
3. External sanitary drainage lines prior to backfilling with bedding material in place
4. System of sewage management, including disposal area constructed, prior to backfilling
5. Completed works

The above inspection fees have been paid.

These fees are required to be paid prior to any inspections being carried out. Council requires a minimum of 48 hours notice for inspections. Any additional inspections or reinspections will incur an extra charge in accordance with Council's current fees and charges.

SECTION 68 (SOLID FUEL HEATER) – MANDATORY COUNCIL INSPECTIONS

SECTION 68 (SOLID FUEL HEATER) – REQUIRED COUNCIL INSPECTION

Council will require inspections in accordance with the schedule below. In addition to the inspections above, Council must undertake the following inspection:

1. Solid Fuel Heater prior to use of appliance.

To book inspections please contact the Council Office on 1300 735 025 or 6238 8111. **WHEN BOOKING INSPECTIONS PLEASE QUOTE YOUR APPLICATION NUMBER.**

Application Number: **DA.2016.233**

Date: _____ Amount: _____ Receipt No: _____

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.2 PROPOSALS TO UPDATE THE ENVIRONMENTAL
PLANNING AND ASSESSMENT ACT 1979

ATTACHMENT 1 OBJECTIVES OF THE UPDATES TO THE PLANNING
LEGISLATION - JANUARY 2017

Objectives of the updates to the planning legislation

Objectives		Initiatives
Community participation	Enhancing community involvement in the key decisions that shape our cities, towns and neighbourhoods	Community participation plans Community participation principles Statement of reasons for decisions Stronger consultation requirements for major projects Up to date engagement tools Early consultation with neighbours
Strategic planning & better outcomes	Continuing to improve upfront strategic planning to guide growth and development	Local strategic planning statements Regular local environment plan (LEP) checks Standard development control plan (DCP) format Optional model DCP provisions A new design object Design-led planning strategy Enforceable undertakings Improved environmental impact assessments Fair and consistent planning agreements
Probity and accountability in decisions	Improving transparency, balance and expertise in decision-making to improve confidence and trust in the planning system	Discontinuing Part 3A arrangements Directions for local planning panels Improved environmental impact assessments Ensuring delegation to council staff Refreshed thresholds for regional development Independent Planning Commission Model codes of conduct for planning bodies Preventing the misuse of modifications Clearer powers to update conditions on monitoring and environmental audit
Simpler, faster planning	Creating a system that is easier to understand, navigate and use, with better information and intuitive online processes	Efficient approvals and advice from NSW agencies Standard DCP format Optional model DCP provisions Improved complying development pathway Transferrable conditions Fair and consistent planning agreements Simplified and consolidated building provisions

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.3 INVESTMENT REPORT - FEBRUARY 2017

ATTACHMENT 1 INVESTMENT REPORT - FEBRUARY 2017 - ATTACHMENT
1 - 22 MARCH 2017

Attachment 1

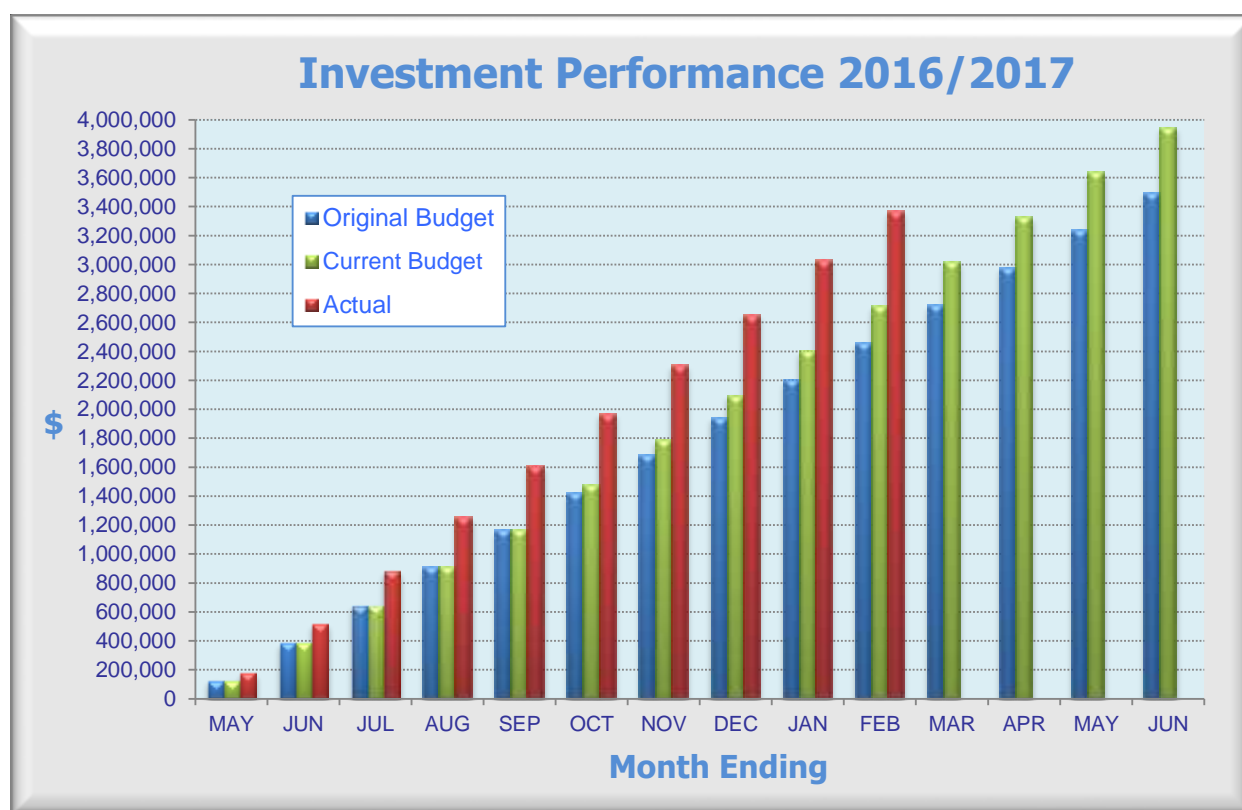
Ordinary Meeting of Council: 22 March 2017

Investment Report – February 2017

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Graph 1 – Actual return against budget



Graph 2 - Investment portfolio performance against the benchmark AusBond Bank Bill Index (BBI) prior to annualising

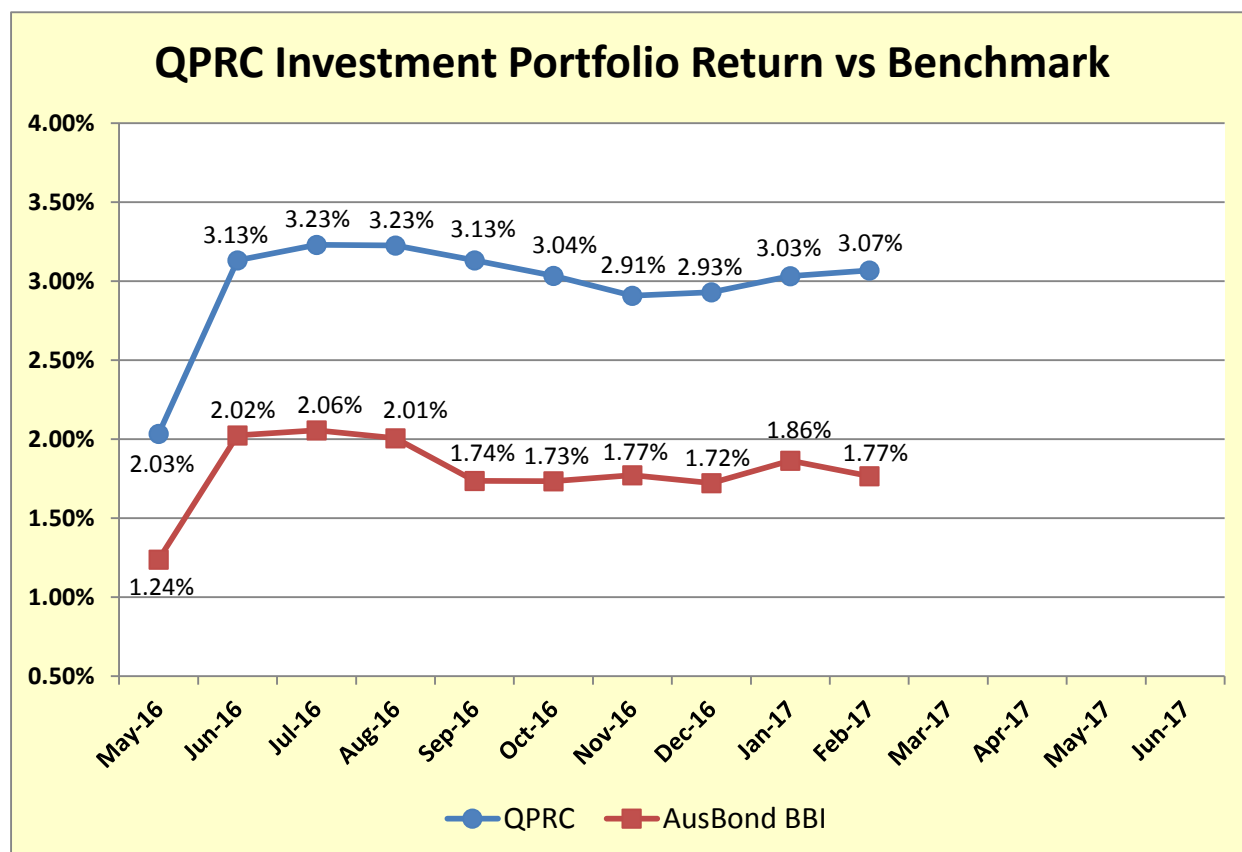


Table 1 - Cash and cash equivalent investments

Table 1									
Purchase Date	Maturity Date	Full Term	Institution	Credit Rating	Principal Amount \$	Return on Investments			
						Month		Year to Date	
						Return \$	Yield p.a %	Return Accrued/Paid \$	Yield p.a %
Cash Deposit Accounts									
			Westpac - General	AA-	7,609,161	2,398		44,916	
			Westpac - Maxi	AA-	654	0	0.00	0	0.00
			CBA Cash Management	AA-	601,263	257	1.65	2,776	1.69
			ANZ Premium Business	AA-	12,196,533	19,017	1.90	184,169	1.97
			Bendigo-Adelaide Bank	A-	16,410	21	1.50	246	1.58
			AMP Bank	A+	2,303,139	4,508	2.05	44,883	2.13
			Sub Total		22,727,160	26,200		276,989	
Pooled Managed Investment Group									
			BT Institutional Enhanced	AA	35,700	98	3.65	777	2.95
			Henderson	AA	11,571,364	31,061	3.57	235,821	2.84
			Sub Total		11,607,065	31,159		236,598	
Floating Rate Note Investment Group									
26/03/14	20/03/17	3 yr	CUA ¹	BBB+	1,000,000	2,370	3.09	5,926	3.17
21/08/14	21/08/17	3 yr	Police Bank ⁸	BBB+	1,000,000	552	2.88	552	2.91
17/11/14	17/11/17	3 yr	ME Bank ¹¹	BBB+	1,500,000	1,257	2.78	1,257	2.82
11/12/14	11/12/17	3 yr	Queensland Teachers MB ¹³	BBB+	2,000,000	4,327	2.82	12,053	2.92
22/09/14	22/12/17	3.25 yr	CUA ¹⁰	BBB+	2,000,000	4,603	3.00	11,178	3.07
19/11/14	22/12/17	3.25 yr	CUA ¹²	BBB+	500,000	1,151	3.00	2,795	3.07
17/04/14	17/04/18	4 yr	ME Bank ³	BBB+	1,000,000	2,363	3.08	3,544	3.21
07/05/15	07/05/18	3 yr	Heritage Bank ¹⁶	BBB+	1,000,000	1,680	2.92	1,680	2.98
24/08/15	24/08/18	3 yr	Credit Suisse ¹⁸	A	1,000,000	307	2.81	307	2.87
14/11/13	14/11/18	5 yr	Bendigo-Adelaide Bank ⁶	A-	1,000,000	1,170	3.05	1,170	3.09
07/06/16	07/06/19	3 yr	Greater Bank ⁵	BBB	2,000,000	5,170	3.37	15,327	3.35
11/12/15	11/06/19	3.5 yr	AMP Bank ²	A+	750,000	1,651	2.87	4,600	2.97
18/07/16	18/07/19	3 yr	ME Bank ²⁵	BBB+	3,000,000	7,433	3.23	10,885	3.24
17/09/14	17/09/19	5 yr	Bendigo-Adelaide Bank ⁹	A-	1,000,000	2,079	2.71	5,272	2.80
28/10/16	28/10/19	3 yr	Teachers Mutual Bank ²⁸	BBB+	1,500,000	3,648	3.17	3,778	3.16
21/11/16	21/02/20	3.25 yr	Bendigo-Adelaide Bank ²⁹	A-	2,000,000	1,105	2.88	1,105	2.86
24/02/17	24/02/20	3 yr	Greater Bank ³¹	BBB	1,000,000	354	3.23	354	3.23
03/03/15	03/03/20	5 yr	Macquarie ¹⁴	A	1,000,000	2,202	2.87	6,684	2.96
07/04/15	07/04/20	5 yr	Newcastle Permanent ¹⁵	BBB+	1,000,000	2,401	3.13	4,288	3.25
25/07/16	07/04/20	5 yr	Newcastle Permanent ²⁶	BBB+	2,000,000	4,802	3.13	8,575	3.15
18/08/15	18/08/20	5 yr	Bendigo-Adelaide Bank ¹⁷	A-	2,000,000	1,262	2.88	1,262	2.92
20/10/15	20/10/20	5 yr	Suncorp Metway ¹⁹	A+	2,000,000	4,649	3.03	6,475	3.15
26/10/16	26/10/20	4 yr	BOQ ²⁷	A-	2,000,000	4,511	2.94	5,155	2.93
18/01/16	18/01/21	5 yr	CBA ²⁰	AA-	2,000,000	4,495	2.93	6,582	3.06
04/03/16	04/03/21	5 yr	RaboBank ²¹	A+	1,000,000	2,508	3.27	7,615	3.36
09/03/16	09/03/21	5 yr	Credit Suisse ²²	A	1,000,000	2,854	3.72	8,255	3.82
20/04/16	20/04/21	5 yr	Bendigo-Adelaide Bank ⁴	A-	1,000,000	2,485	3.24	3,462	3.36
12/05/16	12/05/21	5 yr	NAB ⁷	AA-	5,000,000	6,051	2.95	6,051	2.99
18/05/16	18/05/21	5 yr	BOQ ²³	A-	2,000,000	1,429	3.26	1,429	3.30
03/06/16	03/06/21	5 yr	Westpac ²⁴	AA-	2,000,000	4,511	2.94	13,693	2.91
17/01/17	17/01/22	5 yr	CBA ³⁰	AA-	2,000,000	4,434	2.89	6,651	2.89
			Sub Total		49,250,000	89,815		167,959	

Table 1 - Cash and cash equivalent investments (Continued)

Term Investments									
02/03/16	02/03/17	1 yr	ING Bank	A-	1,500,000	3,567	3.10	37,200	3.10
02/03/16	02/03/17	1 yr	Bendigo-Adelaide Bank	A-	1,079,513	2,542	3.07	26,513	3.07
12/03/14	08/03/17	3 yr	BOQ	A-	2,000,000	6,674	4.35	69,600	4.35
08/09/16	08/03/17	6 mth	Beyond Bank	BBB+	1,500,000	3,049	2.65	18,840	2.65
20/03/14	15/03/17	3 yr	BOQ Specialist	A-	1,000,000	3,268	4.26	34,080	4.26
17/03/16	15/03/17	1 yr	Heritage Bank	BBB+	2,000,000	4,910	3.20	51,200	3.20
17/11/16	15/03/17	4 mth	NAB	AA-	2,000,000	4,066	2.65	14,956	2.65
26/08/16	22/03/17	7 mth	AMP Bank	A+	1,218,579	2,758	2.95	18,319	2.95
30/11/16	29/03/17	4 mth	ME Bank	BBB+	1,000,000	2,148	2.80	6,904	2.80
16/02/17	19/04/17	2 mth	Bank of Sydney	NR	1,500,000	1,332	2.70	1,332	2.70
19/08/16	17/05/17	9 mth	BOQ	A-	1,000,000	2,110	2.75	14,541	2.75
16/02/17	17/05/17	3 mth	Bank of Sydney	NR	1,000,000	888	2.70	888	2.70
30/11/16	24/05/17	6 mth	BOQ	A-	1,000,000	2,163	2.82	6,953	2.82
03/06/16	07/06/17	1 yr	CUA	BBB+	2,500,000	5,658	2.95	54,555	2.95
25/06/14	28/06/17	3 yr	Bananacoast CU	NR	2,000,000	6,521	4.25	57,753	4.25
27/06/14	28/06/17	3 yr	Police CU SA	NR	1,000,000	3,299	4.30	29,334	4.30
11/01/17	12/07/17	6 mth	Newcastle Permanent	BBB+	2,000,000	4,296	2.80	7,364	2.80
13/10/16	12/07/17	9 mth	Beyond Bank	BBB+	2,000,000	4,219	2.75	20,795	2.75
10/01/17	12/07/17	6 mth	ME Bank	BBB+	3,000,000	6,398	2.78	11,196	2.78
03/09/15	06/09/17	2 yr	AMP Bank	A+	5,146,192	11,449	2.90	71,962	2.90
08/09/16	08/09/17	1 yr	G&C Mutual Bank	BBB	2,000,000	4,219	2.75	26,068	2.75
13/10/16	11/10/17	1 yr	NAB	AA-	2,000,000	4,219	2.75	20,795	2.75
25/10/13	25/10/17	4 yr	BOQ	A-	1,000,000	3,644	4.75	16,267	4.75
02/02/17	29/11/17	10 mth	CUA	BBB+	3,000,000	5,984	2.80	5,984	2.80
22/12/16	19/12/17	1 yr	Auswide Bank	BBB	5,000,000	10,932	2.85	26,548	2.85
22/12/16	10/01/18	1 yr	Police CU SA	NR	1,000,000	2,225	2.90	5,403	2.90
08/09/16	15/03/18	18 mth	Defence Bank	BBB+	2,000,000	4,373	2.85	27,016	2.85
08/05/14	08/05/18	4 yr	ME Bank	BBB+	1,250,000	4,411	4.60	46,000	4.60
21/12/16	19/12/18	2 yr	BOQ	A-	3,000,000	7,019	3.05	17,297	3.05
22/01/14	22/01/19	5 yr	ME Bank	BBB+	2,000,000	7,748	5.05	9,962	5.05
26/02/16	27/02/19	3 yr	Newcastle Permanent	BBB+	1,000,000	93	3.40	93	3.40
24/12/14	11/12/19	5 yr	RaboDirect	A+	2,000,000	6,214	4.05	14,647	4.05
23/12/14	18/12/19	5 yr	RaboDirect	A+	2,000,000	6,214	4.05	14,868	4.05
02/02/17	03/02/21	4 yr	BOQ	A-	3,000,000	7,989	3.60	7,989	3.60
07/03/16	03/03/21	5 yr	Newcastle Permanent	BBB+	1,000,000	2,838	3.70	8,414	3.70
Sub Total					66,694,284	159,432		801,636	
Interest Paid on Investments									
Total						29,718		1,884,776	
Grand Total					150,278,509	336,324	3.07	3,367,959	3.09

Table 1 – Notes

Notes	
1	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+130
2	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+110
3	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+130
4	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+146
5	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+160
6	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+127
7	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+117
8	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+110
9	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+93
10	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+120
11	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+100
12	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+120
13	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+105
14	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+110
15	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+135
16	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+115
17	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+110
18	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+105
19	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+125
20	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+115
21	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+150
22	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+195
23	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+148
24	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+117
25	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+145
26	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+135
27	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+117
28	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+140
29	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+110
30	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+111
31	Floating Rate Note (FRN) - subject to a 90 day floating rate. Coupon BBSW+145

Table 2 – Individual institution or counterparty limits

Table 2	
Long Term Credit Rating	Maximum Limit
AAA Category	40%
AA Category	30%
A Category*	15%
BBB Category*	10%
Unrated Category	5%

* Investments with counterparties below AA Category are to be restricted to licensed banks, building societies and credit unions.

Table 3 – Investment percentage split

Table 3		
Managed Funds		
BT Institutional Enhanced	AA	0.02%
Henderson	AA	7.70%
Direct Investments		
AMP Bank	A+	6.27%
ANZ Premium Business	AA-	8.12%
Auswide Bank	BBB	3.33%
Bananacoast CU	NR	1.33%
Bank of Sydney	NR	1.66%
Bendigo-Adelaide Bank	A-	5.39%
Beyond Bank	BBB+	2.33%
BOQ	A-	9.98%
BOQ Specialist	A-	0.67%
CBA	AA-	2.66%
CBA Cash Management	AA-	0.40%
Credit Suisse	A	1.33%
CUA	BBB+	5.99%
Defence Bank	BBB+	1.33%
G&C Mutual Bank	BBB	1.33%
Greater Bank	BBB	2.00%
Heritage Bank	BBB+	2.00%
ING Bank	A-	1.00%
Macquarie	A	0.67%
ME Bank	BBB+	8.48%
NAB	AA-	5.99%
Newcastle Permanent	BBB+	4.66%
Police Bank	BBB+	0.67%
Police CU SA	NR	1.33%
Queensland Teachers MB	BBB+	1.33%
RaboBank	A+	0.67%
RaboDirect	A+	2.66%
Suncorp Metway	A+	1.33%
Teachers Mutual Bank	BBB+	1.00%
Westpac	AA-	1.33%
Westpac - General	AA-	5.06%
Westpac - Maxi	AA-	0.00%
		100.00%

Table 4 – Market value of tradeable investments

Table 4			
As at Date	Borrower	Purchase Price \$	Market Price \$
28/02/17	AMP Bank ²	750,000	754,508
28/02/17	Bendigo-Adelaide Bank ⁴	1,000,000	1,015,900
28/02/17	Bendigo-Adelaide Bank ⁶	1,000,000	1,009,010
28/02/17	Bendigo-Adelaide Bank ⁹	1,000,000	1,006,490
28/02/17	Bendigo-Adelaide Bank ¹⁷	2,000,000	2,006,320
28/02/17	Bendigo-Adelaide Bank ²⁹	2,000,000	2,008,580
28/02/17	BOQ ²³	2,000,000	2,036,080
28/02/17	BOQ ²⁷	2,000,000	2,014,940
28/02/17	CBA ²⁰	2,000,000	2,025,780
28/02/17	CBA ³⁰	2,000,000	2,016,420
28/02/17	Credit Suisse ¹⁸	1,000,000	1,002,200
28/02/17	Credit Suisse ²²	1,000,000	1,025,430
28/02/17	CUA ¹	1,000,000	1,000,440
28/02/17	CUA ¹⁰	2,000,000	2,003,400
28/02/17	CUA ¹²	500,000	500,850
28/02/17	Greater Bank ⁵	2,000,000	2,004,000
28/02/17	Greater Bank ³¹	1,000,000	1,002,210
28/02/17	Heritage Bank ¹⁶	1,000,000	998,840
31/10/16	Macquarie ¹⁴	1,000,000	1,003,800
28/02/17	ME Bank ³	1,000,000	1,003,160
28/02/17	ME Bank ¹¹	1,500,000	1,502,700
28/02/17	ME Bank ²⁵	3,000,000	3,008,700
28/02/17	NAB ⁷	5,000,000	5,051,000
28/02/17	Newcastle Permanent ¹⁵	1,000,000	998,800
28/02/17	Newcastle Permanent ²⁶	2,000,000	1,997,600
28/02/17	Police Bank ⁸	1,000,000	1,000,720
28/02/17	Queensland Teachers MB ¹³	2,000,000	1,999,940
28/02/17	RaboBank ²¹	1,000,000	1,019,900
28/02/17	Suncorp Metway ¹⁹	2,000,000	2,022,160
28/02/17	Teachers Mutual Bank ²⁸	1,500,000	1,500,105
28/02/17	Westpac ²⁴	2,000,000	2,025,300
		49,250,000	49,565,283

Table 5 – Budgeted interest allocation by entity

Table 5				
Entity	Original Budget	Quarter 1 Budget	Quarter 2 Budget	Quarter 1 to Quarter 2 Movement
General	1,691,563	2,141,563	2,141,563	0
Developer Contributions - General	54,432	54,432	54,432	0
Water	285,434	285,434	285,434	0
Sewer	1,322,552	1,322,552	1,322,552	0
Domestic Waste Management	100,000	100,000	100,000	0
Business Waste Management	15,000	15,000	15,000	0
Stormwater Management	24,648	24,648	24,648	0
Total	3,493,629	3,943,629	3,943,629	0

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.4 STAFF REPORT - NOMINATIONS FOR 2017 QPRC
CULTURAL DEVELOPMENT & PUBLIC ART PANEL

ATTACHMENT 1 CULTURAL DEVELOPMENT AND PUBLIC ART ADVISORY
PANEL - SUMMARY OF NOMINATIONS JAN 2017

QPRC Cultural Development and Public Art Advisory Panel

In November – December 2016 QPRC advertised for expressions of interest from members of the community across the LGA to serve on the QPRC Cultural Development and Public Art Advisory Panel.

Seven nominations were received.

Panel members will be appointed for a three-year term and will be required to meet quarterly, or more frequently if required.

8.4 Staff report - Nominations for 2017 QPRC Cultural Development & Public Art Panel
Attachment 1 - Cultural Development and Public Art Advisory Panel - summary of nominations Jan 2017 (Continued)

Name	Interest and expertise in culture and the arts in and around the Queanbeyan-Palerang region	Active involvement with cultural groups, arts organisations or networks in Queanbeyan – Palerang region	Knowledge and understanding of broader cultural issues related to public art	Ability to consult with the broader community on developing public art initiatives and proposals for Queanbeyan-Palerang	Willingness to commit to and participate in Cultural Development and Public Art Panel meetings which may include traveling to Queanbeyan, Bungendore or Braidwood for meetings.	Region
Helen Musa	Arts Editor with the CityNews, former QCC panel member	Active in local arts and culture through reporting of, participation in, and promotion of a wide range of arts and cultural activities in the Queanbeyan-Palerang region.	Strong knowledge of contemporary culture and arts practice and related issues. Strong understanding of culture and arts at the local level.	As arts editor of the CityNews, Helen has broad consultation experience with the local community. And understands the role of media to inform community and in promotion.	Helen has been an active previous panel member and is happy to commute to meetings in the Queanbeyan-Palerang region.	QBN
Tracy Bourne	Freelance singing & drama teacher in Bungendore & Canberra, recently set up a community choir in Bungendore.	Singing & drama teacher, director of the 'I'm me' youth festival at Canberra Youth Theatre.	Has delivered art projects with schools & community members as co-Director of art & environment organisation 'SEAM Inc.'	Through writing & performing community theatre, Tracy has been involved in broad consultation with community, including indigenous performers.	Yes	Bungendore

8.4 Staff report - Nominations for 2017 QPRC Cultural Development & Public Art Panel

Attachment 1 - Cultural Development and Public Art Advisory Panel - summary of nominations Jan 2017 (Continued)

Jo Cresswell	Previous QCC panel member, local musician, performer & singing teacher.	Treasurer for the Artists Shed Collective, in 2015 hosted an 'Artist Support group' in Queanbeyan for a year, QBN mosaic group participant.	In Jo's work on the National Folk Festival she has explored the broad cultural issues that relate to the arts.	Through her roles as Assistant & Artistic Director of the National Folk Festival, Jo has extensive experience in community consultation. In addition, Jo has chaired several public meetings to discuss a community Arts Centre for Queanbeyan.	Jo has been an active previous panel member and is happy to commute to meetings in the Queanbeyan-Palerang region.	QBN
Yolande Norris	Braidwood based writer and producer with a background in visual arts, galleries, festivals & community arts projects.	Yolande is a member of the Canberra Museum & Gallery advisory committee.	Yolande is an ANU School of Art graduate and has worked with visual arts organisations including the National gallery of Australia, Gorman House Arts Centre and the Canberra Contemporary Art Space. Has also worked on cross-arts festivals including 'This is Not art' & 'You are Here' festival.	Yolande has curated a number of exhibitions for artist-run initiatives and public galleries. Has worked as an independent consultant.	Yes	Braidwood
Barry Cranston	President of the Queanbeyan Arts Society (QAS) and former QCC panel member.	President of the Queanbeyan Arts Society, painter and Vice Chair of the Australian Decorative & Fine Arts Society.	As a former QCC Public art Advisory Panel member, Barry has been actively involved in local public art projects and processes.	In his role as President of the QAS, Barry consults regularly with a large cross-section of the community.	Barry has been an active previous panel member and is happy to commute to meetings in the Queanbeyan-Palerang region.	QBN

8.4 Staff report - Nominations for 2017 QPRC Cultural Development & Public Art Panel
Attachment 1 - Cultural Development and Public Art Advisory Panel - summary of nominations Jan 2017 (Continued)

Janita Byrne	Braidwood Community arts Group (BRAG) committee member (Principal nominee)	Practising artist and art teacher & BRAG committee member for over 15 years. Janita is also involved with the Braidwood Quilt Festival and successfully secured funding for the Braidwood Art Prize and for improvements to the Community Arts Centre.	Janita works as an arts educator at the National Gallery & is aware of issues in the public art sphere both at a local & national level.	Janita is a driven 'ideas' person who has initiated lots of new concepts at BRAG, culminating in higher participant and visitor numbers to exhibitions in Braidwood. Janita strategically uses her community contacts to leverage opportunities for the arts.	Yes	Braidwood
Maggie Hickey	President of the Braidwood Community arts Group (BRAG) (Second nominee)	Maggie resides in Mongarlowe and also has a property in Queanbeyan. Maggie is a practising artist, and current manager of the Braidwood Arts Centre; whilst also being a member of several community based art groups.	Maggie has had experience of community public art projects including the installation of an Indigenous stone monument in Braidwood's Ryrie Park. Through her time as a member of the Legislative assembly in the NT, Maggie has a deep understanding culture and its meaning in the wider community.	Maggie organised the first women's art exhibition and march in Braidwood to coincide with International Women's Day, and as President of BRAG Maggie continually consults widely bringing back ideas and concepts for consideration.	Maggie has put herself forward as a 'back-up' panel member to represent Braidwood if Janita is unable to attend a QPRC Cultural meeting.	Braidwood

8.4 Staff report - Nominations for 2017 QPRC Cultural Development & Public Art Panel

Attachment 1 - Cultural Development and Public Art Advisory Panel - summary of nominations Jan 2017 (Continued)

Susan Conroy	Executive Director of Southern Tablelands Arts (STARTS)	As EO of STARTS, Susan in in regular contact with QPRC Cultural staff and the community regarding funding opportunities, community arts projects and general arts advice.	Susan has extensive experience in working with urban designers & planners in public place, place making and master planning projects since the early 1990s.	Susan has been working as a cultural planner and consultant for over 26 years, and has extensive experience working with local government.	Based in Goulburn, Susan is happy to travel to make meetings.	QBN-Palerang
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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.5	DRAFT DISABILITY INCLUSION ACTION PLAN - PUBLIC CONSULTATION
ATTACHMENT 1	DRAFT DISABILITY INCLUSION ACTION PLAN - JANUARY 2017

DISABILITY INCLUSION ACCESS PLAN 2017-2021

DRAFT



Disability Inclusion Access Plan 2017-2021

Queanbeyan-Palerang Regional Council

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Disability Inclusion Access Plan 2017-2021

Mayoral Message

I am proud to present Queanbeyan- Palerang Regional Council's Disability Inclusion Access Plan 2017-2021. This Plan will guide Council in the development of an inclusive community in the Queanbeyan – Palerang Region.

An inclusive community draws together people with a broad range of skills, interests and perspectives and as a community we benefit from this diversity. Exclusion can lead to disadvantage and discrimination, affecting the health and wellbeing of individuals, families and the wider community.

This Plan presents an opportunity for Council and the community to work together to identify and remove barriers to people with disabilities participating fully in community life.



Council's role in developing an inclusive community is one of leadership through the provision of inclusive services and facilities, and in doing so promote interaction between community members. Interaction provides opportunities to learn about the skills and assets held by people with disabilities and the contributions that they make to our community.

This Plan draws from the NSW Disability Inclusion Action Planning Guidelines (2015) in which people with disabilities across New South Wales nominated four key areas of focus when developing inclusive communities. The Plan aims to improve: attitudes and behaviours towards people with disabilities; the liveability of the Community; access to employment; and the navigation of the systems, process and information provided by Council (and other services).

I support Council's leadership in the development of an inclusive community in the Queanbeyan-Palerang Region that is welcoming of people with disabilities and values their participation in and contribution to our community.

Tim Overall
Administrator, Queanbeyan–Palerang Regional Council

Disability Inclusion Access Plan 2017-2021

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Disability Inclusion Access Plan 2017-2021

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Disability Inclusion Access Plan 2017-2021

Introduction

Background



In 2008, Australia ratified the United Nations Convention on the Rights of Persons with Disabilities. This was followed, in 2010, by the development of the Australian National Disability Strategy, a ten year plan for improving the lives of Australians with disability, their families and carers.

The NSW Disability Inclusion Plan was completed in 2015. The State plan works alongside the National Disability Insurance Scheme (NDIS). The key objectives for the State plan include:

- The development of positive community attitudes and behaviours towards people with disabilities;
- The creation of more liveable communities for people with disabilities;
- The achievement of a higher rate of meaningful employment participation by people with disabilities through inclusive employment practices; and
- More equitable access to mainstream services for people with disabilities through better systems and processes.

The NSW Disability Inclusion Act (2014) encourages planning and coordination across state and local government planning to identify and reduce barriers that prevent people with disabilities from participating fully in their community. In summary, the Act supports people with disabilities to access:

- The same human rights as other members of the community and that governments and communities have a responsibility to facilitate the exercise of those rights;
- Independence and social and economic inclusion within the community; and
- Choice and control in the pursuit of their goals and the planning and delivery of their supports and services.

The Act mandates that councils must prepare a Disability Inclusion Access Plan by 1 July 2017.

Disability Inclusion Access Plan 2017-2021

Disability defined

The NSW Disability Inclusion Act (2014) defines a disability as “any condition that restricts a person's mental, sensory or mobility functions. It could be caused by accident, trauma, genetics or disease. A disability may be temporary or permanent, total or partial, lifelong or acquired, visible or invisible”. The NSW Disability Network further defines disability as “long-term physical, mental, intellectual or sensory impairments, which in interaction with various barriers may hinder full and effective participation in society on an equal basis with others”.

Disability principles

The NSW Disability Inclusion Act (2014) also contains the disability principles, which underpin the development of disability inclusion and access plans. The Principles require that:

- People with disabilities have an inherent right to respect for their worth and dignity as individuals;
- People with disabilities have the right to participate in and contribute to social and economic life and should be supported to develop and enhance their skills and experience;
- People with disabilities have the right to realise their physical, social, sexual, reproductive, emotional and intellectual capacities;
- People with disabilities have the same rights as other members of the community to make decisions that affect their lives to the full extent of their capacity to do so and to be supported in making those decisions if they want or require support;
- People with disabilities have the right to respect for their cultural or linguistic diversity, age, gender, sexual orientation and religious beliefs;
- The right to privacy and confidentiality for people with disabilities is to be respected;
- People with disabilities have the right to live free from neglect, abuse and exploitation;
- People with disabilities have the right to access information in a way that is appropriate for their disability and cultural background, and enables them to make informed choices. People with disabilities have the same right as other members of the community to pursue complaints;
- The crucial role of families, carers and other significant persons in the lives of people with disabilities, and the importance of preserving relationships with families, carers and other significant persons, is to be acknowledged and respected;
- The needs of children with disability as they mature, and their rights as equal members of the community are to be respected; and
- The changing abilities, strengths, goals and needs of people with disabilities as they age are to be respected.

Disability Inclusion Access Plan 2017-2021

In meeting the requirements under the Act for disability inclusion access planning, Council must:

- (a) Specify how it will incorporate the disability principles into its dealings with matters relating to people with disabilities.
- (b) Include strategies to support people with disabilities, including, for example, strategies about:
 - (i) Providing access to buildings, events and facilities,
 - (ii) Providing access to information,
 - (iii) Accommodating the specific needs of people with disabilities,
 - (iv) Supporting employment of people with disabilities, and (v) Encouraging and creating opportunities for people with disabilities to access the full range of services and activities available in the community.
- (c) Include details of its consultation about the plan with people with disabilities.
- (d) Explain how the plan supports the goals of the State Disability Inclusion Plan, and
- (e) Include any other matters prescribed by the regulations.

The case for inclusion

Personal choice and control over our daily lives is only possible when communities are inclusive of people with disability. Diversity cannot be realised unless people with disabilities are provided with opportunities to participate fully in their community. (Disability Inclusion Action Planning Guidelines Local Government, 2015). An inclusive community means that people with disabilities are able to go about their daily activities independently, they can access the services and facilities they need, they can obtain meaningful employment, they can remain connected with others in their community and they can contribute to the planning and decision making that effects their lives. Therefore, Council has a role in creating an inclusive community. The benefits of an inclusive community include:

- Diverse views and perspectives provide a richer, resilient, adaptable, vibrant and innovative community.
- Exclusion often leads to disadvantage and discrimination, which has a negative impact on a person's health, welfare, education and employment.
- Employment supports independence, improves living standards and reduces reliance on welfare. It also promotes a positive sense of self-worth and improves mental health.
- Providing access for people with disabilities to a business also opens it up to older people and parents with prams. This can increase the business' customer base significantly.

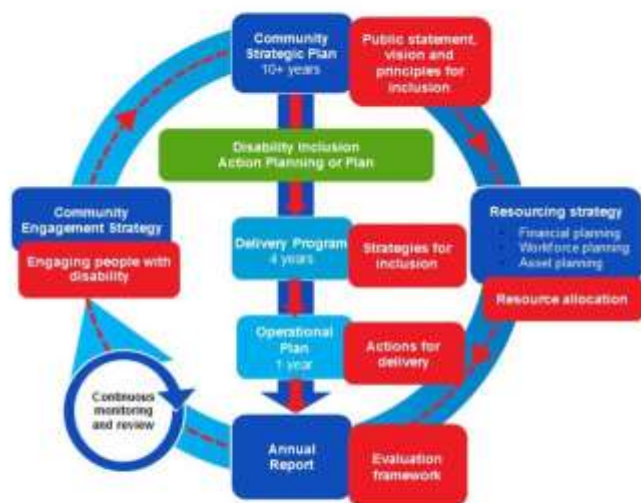
Disability Inclusion Access Plan 2017-2021

- Creating inclusive public spaces will also prepare for an ageing population and will welcome parents and their children into the space.

Community planning in local government

The Queanbeyan-Palerang Disability Inclusion Action Plan (DIAP) is aligned with other key strategic plans for the Region. The DIAP is linked to a suite of strategic plans developed under an integrated planning framework.

In 2009, the New South Wales Government introduced integrated planning and reporting reforms, which established an approach to corporate planning for Councils that is strategic, addresses needs over the long term and reflects community views about what activities Councils should perform.



The Queanbeyan and Palerang Community Strategic Plans are the principal documents that guide Council's operations. The priorities within the Community Strategic Plans were established by the community, councillors and council officers. Council's delivery and operating plans and resourcing strategies work together to achieve the priorities contained in the Community Strategic Plans. Each plan within the IPR framework is reviewed and updated regularly allowing for Council's activities to adapt to changing community needs.

The Queanbeyan-Palerang Disability Inclusion Action Plan (DIAP) 2017-2021 incorporates strategies that will help to reduce the barriers that prevent people with disabilities from participating fully in the community, in turn making our community more inclusive. The DIAP also supports priorities contained in the Community Strategic Plans and is linked to Council's annual budgets, delivery and operating plans. This means that the DIAP strategies are resourced and implemented.

The DIAP also links with the Queanbeyan City Active Ageing Strategy 2014-2017 as many of the initiatives, which support active and healthy ageing are also relevant for people living with disabilities. The DIAP action plan presents the strategies and actions for an inclusive community and how they link to Council's other key strategic plans.

Disability Inclusion Access Plan 2017-2021

Purpose of the plan

Council has engaged with people with disabilities and the broader community to identify and address barriers that prevent people with disabilities from full and effective participation in the community. This information has been used to develop strategies and actions to improve outcomes within each of the four key focus areas of the disability inclusion plan.

The DIAP aims to:

- Engage people with disabilities in Council's planning and decision making processes.
- Identify and address barriers that prevent people with disabilities from participating more fully in the community, and in doing so, create an inclusive and liveable community.
- Lead positive change in community attitude and behaviours towards people with disabilities.
- Support inclusive employment processes for potential and existing Council staff.
- Improve access to Council information and systems to support informed decision making and choice relating to Council's activities.
- Improve access to information on services, facilities and activities within the broader community that are of relevance to people with disabilities.
- Identify where Council can advocate for improvements to other levels of government, non-government agencies and businesses.

Scope of the plan

The DIAP will consider ways to improve inclusive practice within each of Council's functions across the four key areas of focus set out in the Disability Inclusion Action Planning Guidelines (2015). These are: developing positive community attitudes and behaviours; creating liveable communities, supporting access to meaningful employment and improving access to services through better systems and processes.

The Plan will mostly consider strategies within the context of Council's authority, roles and responsibilities. However, strategies and actions will be included in the Plan where Council can advocate for improvement on behalf of people with disability to other levels of government, non-government agencies or other businesses and where there is a clear opportunity to partner with other agencies.

Disability Inclusion Access Plan 2017-2021

Demographics

The big picture (Nationwide)

The Australian Bureau of Statistics (ABS) conducts the Survey of Disability, Ageing and Carers (SDAC). The Survey collects information about the wellbeing, functioning and social and economic participation of people with disability in Australia. This information is important in providing an evidence base for informing policies and planning services to drive better outcomes for people with disability. The following information is drawn from the Survey of Disability, Ageing and Carers (SDAC) for 2015.

Prevalence of disability

The National Survey of Disability, Ageing and Carers (SDAC) for 2015 indicated that almost one in five Australians reported living with disability (18.3% or 4.3 million people).

Need for assistance

People with disability often need assistance to be independent and participate in social and economic life. Understanding their need for assistance and areas where that need is unmet can guide the provision of services and support.

In 2015 the SDAC reported that 2.4 million Australians with disability needed assistance with at least one core activity of daily life, including self-care, mobility and communication. Assistance was most commonly needed with health care (29.3%), property maintenance (26.9%) and household chores (23.5%). Those with a profound limitation, that is, the most severe level of disability, reported the greatest need for assistance with mobility and health care, such as taking medication or administering injections.

Unmet need for assistance

The 2015 SDAC reported that a person who needs assistance with an activity may not always receive the help they require. Of all Australians with disability who needed assistance, 62.1% reported their needs were fully met. A further 35.3% reported their needs were partly met and 2.7% reported their needs were not met at all.

Disability Inclusion Access Plan 2017-2021

People with profound or severe limitation were more likely to have their need for assistance only partly met or not met at all (43.8%) than those with moderate or mild levels of limitation (33.1%). The most commonly reported unmet needs included requests for help with property maintenance, cognitive or emotional tasks such as making friends and coping with feelings and household chores.

Unpaid care

The 2015 SDAC reported that the vast majority of people with disability were living in households (95.5%) rather than in supported accommodation (4.5%). 1.92 million (80.2%) of people with disability who needed help, received assistance from informal providers. These included the person's partner (44.2%), child (29.3%) or parent (24.4%). Over half (52.0%) of those receiving assistance from informal providers, received care on a daily basis, with 27.3% receiving assistance on a weekly basis. Of people with disability who needed assistance, the activities for which informal support was needed included communication (89.9%), mobility (88.7%) and reading or writing tasks (87.6%).

In 2015, almost 2.7 million (or 11.6%) of Australians were carers. The key characteristics of these carers were reported as:

- The average age of a primary carer was 55 years.
- Over one-third of primary carers (37.8%) were living with disability themselves.
- Females made up the majority of carers, representing 68.1% of primary carers and 55.5% of all carers.
- For people aged 15 to 64 years, the labour force participation rate for primary carers (56.3%) and other carers (77.2%) was lower than for non-carers (80.3%).
- The median weekly income of a primary carer was \$520, 42% lower than a non-carer.

Participation in employment

Participating in the workforce is important for social inclusion and economic independence. Having a disability can impact on a person's ability and opportunity to participate in paid work. The 2015 SDAC indicated that there were 2.1 million Australians of working age with disability. Of these, 1.0 million were employed and another 114,900 were looking for work. This means that 53.4% of working age people with disability were in the labour force compared to 83.2% of people with no disability. In 2015, the unemployment rate for people with disability was 10.0%, which is almost double that for people without disability at 5.3%.

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Income

Disability can affect a person's capacity to participate in the labour force and their ability to earn income. The 2015 SDAC indicated that 41.9% of people of working age with disability reported that their main source of income was a government pension or allowance, followed by wages or salary 36.5%. Those with a profound limitation were more than twice as likely to report a government pension or allowance as their main source of income (82.8%) than those with a mild limitation (37.2%).

Given the smaller proportion of people earning a wage or salary and their greater reliance on government pensions and allowances, it follows that income levels for those with disability would be lower than those without disability. In 2015, the median gross income for a person with disability aged 15 to 64 years was \$465 per week, less than half the \$950 per week income of a person without disability. The median gross weekly income of a carer was \$520 per week, 42% lower than a non-carer.

The Australian poverty line for the March quarter of 2015 was \$861.74 weekly for a family of four or \$413.67 for a single person. (Melbourne Institute of Applied Economic and Social Research; 2015). The lower employment rates and lower incomes for people with disability and their carers shows that households impacted by disability are likely to be living close to or below the poverty line.

Experience of discrimination

The 2015 SDAC introduced a new disability discrimination module designed to estimate the prevalence of discrimination for those with disability and identify the nature of this discrimination. The results indicated that:

- Almost one in 12 Australians with disability reported they had experienced discrimination or unfair treatment because of their disability.
- Rates of reported discrimination were similar for men and women.
- Young people with disability (aged 15-24 years) were more likely to report the experience of discrimination than those aged 65 years and over.
- The source of discrimination was an employer for almost half of working aged people with disability who were unemployed or employed.

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Social and community participation

Participating in community activities and interacting with others contributes to a person's sense of wellbeing. Interaction and participation are particularly important for people with disability, especially those who are not employed, as this activity helps to build social support networks.

In 2015, most people (77.4%) with disability participated in physical activities, visited public places and engaged with friends and family. Rates of social participation for people with disability declined with age, and with the severity of a person's disability. This shows that limited mobility and poor health restrict a person's ability to connect with others and perform tasks independently within the community.

Access to transport, goods and services

Access to transport networks is a critical element of participation in society and can be particularly difficult where disability is present. Nationally, 40.2% of people with disabilities used public transport (1.6 million people). The majority of people with disability could use all forms of public transport (78.5%), most with no difficulty (65.9%). A further 6.1% could use some but not all forms of public transport and 14.7% could not use any. Of those people with disability reporting difficulty with public transport, the main types of difficulty experienced were access issues due to steps (39.9%), difficulty getting to bus stops or stations (25.0%), fear and anxiety (23.3%) and lack of seating or difficulty standing (20.7%).

Access to goods, services and opportunities for social interaction is an important aspect for anyone's health and wellbeing. The 2015 SDAC reported additional challenges for people with disabilities and their families living in regional and remote areas such as lack of transport services, barriers to accessing distant support services and isolation. In 2015, 535,600 people with disability lived in regional and remote areas of Australia.

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The local perspective (Queanbeyan-Palerang LGA)

What is the picture in our Local Government Area (LGA) and how do we compare with other regional areas in NSW? Statistics gathered by the Australian Bureau of Statistics (ABS) in the 2011 Census, provide information regarding people who need assistance with core activities and people who provide unpaid assistance to a person with a disability who live in our area. These figures can help us to plan for aged and disability services and facilities.

People needing assistance with core activities

In 2011 the Census revealed that 1,697 people or 1.6% of the population in our area, reported needing help in their day-to-day activities due to disability. This compared with 5.8% of the population for Regional NSW.

The total number of people needing assistance with their daily activities increased by 289 from 2006 to 2011. The most significant growth occurred once people were aged over 80 years. Queanbeyan City's Active Ageing Strategy predicts that "The proportion Queanbeyan's population aged over 65 will rise from 9.6% in 2011, to approximately 13.2% in 2031". This ageing population will also increase the number of older people with disability into the future.

Significant growth also occurred in the number of five to nine year olds with disabilities.

Queanbeyan- Palering Regional Council area	2011			2006			Change
Assistance needed by age group (years)	Number	% of total age group	Regional NSW %	Number	% of total age group	Regional NSW %	2006 to 2011
0 to 4	35	0.3	1.1	9	0.1	1.0	+26
5 to 9	92	1.4	3.0	48	0.7	2.2	+44
10 to 19	128	0.6	2.6	99	0.5	2.0	+29
20 to 59	499	0.6	3.2	478	0.6	2.9	+22
60 to 64	99	1.8	7.3	128	3.1	6.4	-29
65 to 69	119	3.4	7.7	114	4.0	6.3	+5
70 to 74	99	3.9	9.6	89	4.6	8.9	+10
75 to 79	116	7.5	14.8	115	7.6	14.8	+1
80 to 84	229	19.5	24.7	140	14.2	26.7	+89
85 and over	280	50.4	48.3	188	43.2	49.4	+92
Total persons needing assistance	1,697	1.6	5.8	1,408	1.5	5.1	+289

Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2006 and 2011.

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People providing unpaid assistance to a person with a disability

In the Queanbeyan-Palerang LGA 4,426 carers provided unpaid assistance to a person with a disability, long term illness or old age in 2011. Overall, 10.7% of the population provided unpaid care, compared with 12.5% for Regional NSW. The number of people who provided unpaid assistance to a person with a disability, long term illness or old age increased by 641 (14.5%) between 2006 and 2011. This represents significant growth in the number of carers in our area.

The proportion of people providing unpaid care in the Queanbeyan-Palerang LGA can be an important indicator of the level of demand for aged care services and facilities. An increasing proportion of carers among the population may indicate inadequate aged care provision, or the need for additional in-home support services and additional support for the carers themselves.

Indigenous residents

In 2011, 1,143 or (3%) of Queanbeyan City's population were Aboriginal and Torres Strait Islander people. 1.6% of Aboriginal and Torres Strait Islander people were aged 65 and over. From 2006 to 2011, Queanbeyan's Aboriginal and Torres Strait Islander population increased by 208 people (or 18.1%). The most significant growth occurred in people aged 35 to 59 years and in young people aged 5 to 17 years. There was no data for the Queanbeyan-Palerang LGA at the time of writing this Plan.

People from non-English speaking backgrounds

The Census data below reflects the Queanbeyan-Palerang LGA's ethnic composition and how long the overseas born have been in Australia. In 2011, 11% of people in the area, came from countries where English was not their first language.

The predominant overseas countries of birth of Queanbeyan-Palerang residents include: Macedonia (537 people); India (507); Italy (456); Philippines (309); Germany (283); Serbia/Montenegro (218); and China (218).

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Year of arrival

The 2011 Census data shows us that the proportion of people arriving in Queanbeyan-Palerang from overseas is growing and has become higher than that of the rest of Regional NSW. Overall, 69.8% of the overseas born population arrived before 2001, and 18.4% arrived during or after 2006, compared with 73.2% and 14.3% respectively for Regional NSW.

The predominant emerging communities include people who have moved to Queanbeyan-Palerang during 2006-2011, who were born in Fiji (110 people); China (104); Bangladesh (85); Philippines (81); and Pakistan (78).

Proficiency in English

In the Queanbeyan-Palerang LGA, 763 people who were able to speak another language in 2011, reported difficulty speaking English.

The established culturally diverse community and growth in recent arrivals of people from non-English speaking countries provides a vibrant and diverse community. Disability and aged services will need to be culturally appropriate and accommodate the needs of people who speak languages other than English.

Key observations from demography that may guide the development of an inclusive community

In coming years, Council will have an increased role in monitoring the level of disability and aged services in Queanbeyan-Palerang and in advocating to other levels of Government, non-government agencies and the private business sector, to:

- Increase the capacity of existing disability services that assist people with disabilities with daily tasks including self-care, mobility, communication, health care, property maintenance and household chores.
- Extend the range and capacity of disability services to cover needs that are mostly reported as being unmet, including property maintenance, cognitive or emotional tasks such as making friends and coping with feelings and household chores.
- Increase services and facilities that support people aged over 80 years and children aged 5-9 years, where growth in the number of local people with disabilities has been significant.

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- Increase the level of service provision for supported accommodation, in-home care, respite care and support services for carers themselves. This is important, given that over 95% of support to people with disability is provided by unpaid carers within the family home. The carer profile is ageing and over one-third of carers are living with disability themselves.
- Provide services and facilities that are able to accommodate the specific cultural and linguistic needs of the local community, including the Indigenous community; the established migrant population and emerging communities as identified in Census data.

Council should continue to review and adapt its activities to support the ongoing and changing needs of people with disability: to

- Encourage housing that is adaptive and supports ageing in place and encourage more supported accommodation facilities through its strategic planning and development processes.
- Adopt a Universal Design approach to the planning and delivery of public spaces and infrastructure. To provide public spaces and infrastructure, which is accessible for everyone and in doing so, build a more inclusive community.
- Update systems and processes to improve access to its information, services and facilities for people with disabilities.
- Provide low and no cost opportunities for people with disabilities and their carers to participate in community life; such as sporting, recreational and cultural activities, community events and community development programs.
- Provide leadership as an employer of people with disabilities, through advocacy and improved disability awareness to private businesses and as employer in its own right. This is important given that people with disability earn less than half the income of people without disability and that the unemployment rate for people with disability is twice that of other Australians and income is a key determinant of quality of life.
- Provide leadership in improving attitudes towards people with disabilities and reducing discrimination through providing opportunities for interaction between residents to learn about the skills and contributions of people with disabilities to the local community and through formal community education and awareness campaigns, forums and events.

The national and local demographic data clearly supports the need for improvement in the four key focus areas of this DIAP: developing positive community attitudes and behaviours; creating liveable communities, supporting access to meaningful employment and improving access to services through better systems and processes.

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The planning process

Project governance

A Project Steering Group was established comprising representatives of relevant community organisations, the community, a state government agency and Council to help govern the development of the Plan. The Group's role was to:

- Extend the reach of the planning process to include as many people with disability living in the Queanbeyan-Palerang Region as possible;
- Extend the breadth of the plan content to cover a broad range of issues impacting on people with disability living locally; and
- Improve the plan's relevance and usefulness to the local community.

Specifically, the Group provided input to:

- The planning framework and plan design.
- The planning process.
- The community engagement strategy and process.
- Links to disability services and groups.
- The review of the draft plan.

The Project Steering Group comprised:

Organisation

Representative Name & Title

NSW Family & Community Services

Sara South, Senior Manager Community and Reform, Southern NSW District, Department of Families and Community.

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Settlement Services International

Amy Nelson, Linker, Ability Links

The Disability Trust

Alice Cook, Client Care Facilitator

Community Advocate

Penny Leemhuis, Social Activist, Housing Affordability Advocate

Queanbeyan City Councillor and Carer

Cr Peter Bray, Queanbeyan City Councillor, carer and Board Member of local disability organisations

Council staff

Debbie Gillman, DIAP Project Coordinator

Group communication was facilitated by face to face meetings and email correspondence. Establishing the Group took longer than anticipated. Initial invitations were sent in January 2016, however, due to staff leave and staff changes, the membership was not finalised until mid-March 2016. The Steering Group met at the following key milestones:

Mon 4 April: 10am – 12noon

- Mid engagement process (Planned for commencement of project but delays in establishing membership pushed the first meeting into April)
- Project introduction, project work plan, planning framework, engagement strategy and schedule of meetings.

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Mon 2 May: 10am - 12noon

- End engagement process
- Review draft strategies, actions, KPIs and resourcing strategy.

Mon 31 May: 10am - 12noon

- First draft plan
- Review front end of plan; introduction, DIAP planning background and requirements, links to other key Council plans, disability profile, engagement process and outcomes, action plan, evaluation and review.
- The final draft plan was referred to Group members for further review and comment.

Internal engagement and asset mapping

Who did we engage?

The Council staff that we engaged in the planning process included:

- Manager City Services-Learning & Development Coordinator
- Manager Engineering Operations-Information Technology & Business Solutions staff members
- Road Safety Officer-Manager Integrated Planning & Communications
- Manager Parks and Recreation-Economic Development Coordinator
- Parks and Recreation Planner-Library Community Outreach Coordinator
- Strategic Planner-Manager, The Q (Performing Arts Centre) & Community Facilities
- Manager Development Control -Manager Community Development
- Manager People & Excellence-Cultural Development Officer
- Executive Assistant (former Palerang Council)
- Assets Officer (former Palerang Council)

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Why did we engage with them?

The purpose of the engagement with Council staff was to:

- Increase awareness of and ownership over the Disability Inclusion Access Plan to improve the implementation of its recommendations.
- Consider existing and potential assets, services and programs to support inclusion across all areas of Council.
- Focus the Plan on initiatives that are within Council's role and capacity to achieve.
- Consider potential resources across Council to support the implementation of the plan.

What did we talk about?

The engagement process with staff encompassed:

- Mapping of existing assets, services and programs to support the inclusion of people with disabilities into Council business.
- Documenting the current initiatives, how they are resourced and how they might be measured to evaluate performance against the Plan.
- Considering new or potential initiatives, or ways in which current initiatives could be improved or expanded.
- Considering links to other Council plans, such as the Community Strategic Plan, Resourcing Strategies for Human Resources and Finance and delivery and operating plans.
- Identifying sources of funding for strategies, for example, Section 94; capital works programs like the Pedestrian Access and Mobility Plan; existing budgets or annual budget bids; external grants and partnership opportunities.

How did we engage with them?

Three staff meetings were held as follows:

Tues 8 March: 10am – 12noon

- Beginning of the process
- Project introduction, workplan, planning framework and background and community profile. Conduct internal asset mapping and document Council's existing assets, strategies and resources available to support inclusion and access.

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Tues 22 March

- Beginning of the process
- Document expansion of existing strategies or propose new strategies to support inclusion and access.

Tues 10 May

- End engagement and first draft strategies
- Review draft action plan containing existing and proposed strategies.

Individual meetings were also held to capture information from staff that were unable to attend group meetings, where further detail or clarification was needed on identified strategies and to fill in gaps relating to strategies that were not raised in group meetings.

Community engagement

Who did we engage with?

People with disability

The Disability Inclusion Act 2014 defines disability *"in relation to a person, includes a long-term physical, psychiatric, intellectual or sensory impairment that, in interaction with various barriers, may hinder the person's full and effective participation in the community on an equal basis with others"*. We invited people with disability to participate in the DIAP consultations through disability services and through broader community activities such as the Festival of Ability, NDIS forums, community markets, shopping centre stalls, print media, Council's website, Facebook and twitter accounts, the "City Life" ratepayer's newsletter and through community associations located in the smaller localities across the region.

The Act requires that the DIAP must recognise the needs of particular groups including Aboriginal and Torres Strait Islander people; people from culturally linguistically diverse backgrounds; women and children. These groups often face additional barriers to their participation in society which can make them more vulnerable to multiple sources of disadvantage, and in the case of women and children may also increase the risk of exploitation and abuse. Engagement of people within these communities is of priority.

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We also promoted the DIAP consultations through Indigenous disability and health services such as Ngunnawal Community Care; brokers for In-house Services, Winnunga Nimmityja Aboriginal Health Service, Koomarri; employment agency for Aboriginal people with disabilities and Munjuwa Health, Housing & Community Aboriginal Corporation, the Queanbeyan Multi-Lingual Centre and disability services for children, schools and Pre-schools.

The broader community

A range of engagement processes were promoted to the broader community to capture input from people without disabilities and people with disabilities and their carers, who may not be receiving disability services or who may not be participating in disability groups.

The disability community

People with disability and disability service providers were invited to participate in DIAP consultations through forty six (46) agencies, services, organisations, peaks and advocates that support people with disabilities in the Queanbeyan-Palerang region. These were:

- Community Health Service Karabar: pediatric physiotherapy, speech therapy, occupational therapy, pathology and early intervention services.
- Centrelink Queanbeyan
- NSW Family and Community Services; NSW Housing
- Queanbeyan Meals on Wheels
- NSW Family and Community Services: Ageing Disability and Home Care
- Queanbeyan Community Health Centre: occupational therapy, pediatric physiotherapy and dietician
- Northcott
- Koomarri; employment agency for Aboriginal people with disabilities
- Community Transport (Valmar)
- Munjuwa Health, Housing & Community Aboriginal Corporation
- Valmar Support Services
- Hartley Life Care (ACT)
- Integrated Living
- Carers ACT
- Barnardos

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- OCTEC Employment Services; Queanbeyan
- Disability Services Australia
- Nexus Human Services ACT
- The Disability Trust
- Marymead
- Settlement Services International; Ability Links
- ASPECT (Autism Australia)
- Ngunnawal Community Care; brokers for In-house Services
- Queanbeyan Agency Network Group
- Winnunga Nimmityja Aboriginal Health Service
- Braidwood Agency Network Group
- Richmond Fellowship Personal Helpers and Mentors Program
- Braidwood Multi-purpose Centre (Hospital)
- Mental Health Service, Queanbeyan Hospital
- Braidwood Life Centre
- Tree House & Reach Program; Queanbeyan Children's Special Needs Group
- Braidwood RSL Sub-branch
- Queanbeyan Residential Care Facility
- Braidwood Central School
- Warrigal Queanbeyan
- Bungendore Public School
- Warrigal Community Connect
- Bungendore Pre-school
- Goodwin Day Club
- Community Gateway (Bungendore and surrounds)
- Baptist Care George Forbes House
- Outreach providers to Bungendore: Stepping On Program and Child & Family Health Clinic (2)
- CabXpress & QCity Transit (2)
- Bungendore Mental Health Carers Support Group

Why did we engage with them?

The purpose of the engagement with people with disabilities and the people that provide them with services and assistance was to:

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- Seek information on their specific needs and priorities; identify barriers to their participation in activities and seek their ideas for possible solutions.
- Seek information that is specific within differing cultures and groups that are at a higher risk of disadvantage, exploitation or abuse.
- Empower them to influence the direction of their lives by participating in the development of a plan that will impact on their lives.
- Tailor the Disability Inclusion Access Plan to suit the needs and priorities within the local community.
- Promote awareness of the Plan within the local community; and
- Promote ownership over the ongoing implementation of the Plan.

What did we talk about?

We provided an introduction to the Plan and an overview of the planning requirements and process. We also explained how the information we gathered would be used. We then conducted small focus group discussions on needs and potential strategies and resources to support inclusion within the four key areas of focus to be addressed within the Plan:

- Developing positive community attitudes and behaviours;
- Creating liveable communities;
- Supporting access to meaningful employment, and
- Improving access to services through better systems and processes.

Community engagement aimed to identify needs; barriers; priorities and potential solutions within each of the above areas as they relate to Council's responsibility for service provision and within Council's capacity to influence and address outcomes.

How did we engage with them?

Broader community

A range of community engagement processes was implemented to capture input from people with disabilities and their carers, who may not be receiving disability services and people without disability living within the Queanbeyan-Palerang Region. The development of the Disability Inclusion Access Plan was promoted and invitations for community members to participate in the planning process were distributed through:

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Media

Articles in the Queanbeyan Age: a feature and articles in the Mayor's Column

Reach

1,740 Circulation in Queanbeyan and ACT

Media

A feature article in Council's newsletter 'CityLife'

Reach

22,000 residents in Queanbeyan

Media

Council website – Queanbeyan and Palerang sites

Reach

Available across the Queanbeyan-Palerang Region

Media

Council Facebook page

Reach

3,500 followers

Media

Council Twitter account

Reach

2,236 followers

Media

Distribution of printed postcards and flyers

Reach

- 1,000 postcards printed and distributed
- 150 flyers Queanbeyan & 150 flyers Bungendore
- 250 Captain's Flat Community Assoc
- 390 Burra Urilla Residents & Ratepayers Assoc

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Media

Attendance at two NDIS planning forums

Reach

45 participants each forum

Media

Emails with invitations, flyers and posters to disability service clients

Reach

46 disability organisations

Media

Electronic invitations, flyers and posters through Community Associations established in localities across the Queanbeyan-Palerang Region:

- Websites
- Facebook pages & noticeboards
- Printed Newsletters & Gazettes

Reach

- Captain's Flat Community Assoc; S355 Committee; Seniors Group
- Fernleigh Park Community Assoc & Noticeboard
- Burra Urilla Residents & Ratepayers Assoc
- Bywong Community Inc
- Wamboin Community Assoc & Wamboin Whisper
- Bywong-Wamboin Community Hub
- Carwoola Community Association & Stoney Creek Gazette
- Hoskinstown Region Community Assoc Inc

Broader community engagement also occurred through:

- Community focus groups:
 - Queanbeyan 29 March; 12 April; 19 April and 3 May
 - Bungendore: 29 November
 - Fernleigh Park 6 December
 - Braidwood: 7 December
 - Captains Flat: 8 December

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- Bywong/Wamboin: 13 December
- Carwoola/Hoskinstown: 14 December
- Facebook live chat session: 6 April
- Community engagement stalls:
 - Queanbeyan Riverside Plaza: 16 March and 20 April
 - Festival of Ability: 2 December
 - Captain's Flat Community Market: 3 December
- Queanbeyan CBD Street grabs
- Community representations to Councillors.

Disability Community

Engagement with the disability community occurred through forty six (46) agencies, services, organisations, peaks and advocates that support people with disabilities in the Queanbeyan-Palerang Region. Engagement occurred via the following methods:

Emails containing invitations, flyers and posters were sent to disability services requesting distribution to clients. Invitations were extended to service providers and service consumers to participate in the broader community engagement sessions. Council offered to host engagement sessions within Services. No services accepted the invitation to host an in-house engagement session, however, services indicated that they had forwarded the invitations and flyers regarding the broader community sessions to their clients.

Community engagement outcomes

Attendance at community engagement sessions was limited despite extensive promotion. However, those who participated provided a broad range of valuable information. Community feedback has been summarised into information of a strategic nature and information about specific sites and locations. The information has been used to develop strategies within the DIAP. The site specific information has been referred to the relevant section of Council for follow-up.

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Strategic outcomes

Developing positive community attitudes and behaviours

- Conduct education and awareness training sessions for pedestrians, cyclists and mobility scooter users to encourage cooperative-shared use of footpaths and roads. Sessions could cover:
 - Tips for sharing footpaths and public spaces, e.g. mobility scooter users travel to the left hand side of pathways, outside the main flow of pedestrian traffic and reduce speed in amongst pedestrians and indicate with their hands when turning.
 - Rights and responsibilities of pedestrians, cyclists, mobility scooter users and motorists when using footpaths and roads. E.g. mobility scooters are legally classified as pedestrians.
- Seek business funding and support for disability awareness programs. E.g. the Business Enterprise Centre sponsored Business Excellence Awards.
- Include stencils of mobility scooters on shared pathways and bike lanes, in addition to stencils of pedestrians and/or bicycles.
- Place articles in the 'City Life' to raise community awareness on issues of access and inclusion – e.g. the skills of and challenges faced by people with disabilities.
- Family Day Care Educators could provide information to children in their services, e.g. one local FDC Educator is learning to sign so she can provide a service to children with hearing impairments – she is also introducing all children in her service to basic sign language. This could also be a personal story for 'City Life'.
- Facilitate disability awareness sessions in the community and in schools, as schools can be hothouses for changing opinions. Programs could involve the Road Safety Officer, Community Development Officers, community business programs, etc. Strategies to raise awareness of disability could include: social media, hard copy cards + bookmarks; posters for back of public toilet doors and bus stops.
- Include less visible disabilities, like depression and other mental health conditions; acquired brain injuries; and auto-immune conditions. "I receive comments like 'You don't look sick' often. People could be made more aware of less visible disabilities".
- Improve attitudes towards people with mental health. "I have seen people walk past a person with mental health problem in difficulty on the street needing assistance".
- Promote organisations like Beyond Blue, Lifeline; and the OzHelp Foundation to Council staff (perhaps resources on the Staff Intranet) and add Mental Health First Aid Training to staff first aid training courses.
- "Community attitudes are not easy to change. Captain's Flat is an older and more traditional community. Community connection and interaction between people with disabilities and the broader community is the best way to change attitudes".

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Creating a liveable community

- Provide best practice accessible toilets with an adult disabled change room in the new Queen Elizabeth Park. This park is frequented by out-of-town visitors and locals and is a good location for an adult change table.
- Provide a low sensory park for children with autism. ASPECT needs spaces that they can take groups of children with autism. The group needs a quiet, fenced area but also located near other play areas and other children. The sensory garden is a good location, but it is highly important that access to the river is fenced. Another good location would be in Queanbeyan Park near the fenced children's playground. This is a busy park. It is fun and safe. A balance would be required between providing a connected, inclusive space yet a space that is low sensory.
- People using mobility aids, such as wheelchairs and motorized scooters, cannot get into some businesses in the CBD. Some examples given were: the Royal Hotel, Central Café and the National Bank. Council needs a way to work with businesses to provide accessible entrances. (E.g. access awards and small grant scheme for businesses to seed fund modifications to shopfronts to provide access. Small grants linked to a community award would improve the ability of people with limited mobility to enjoy social outings, do their shopping and access services.
- Form partnerships with local community groups such as walking and cycling groups and the Queanbeyan Scooter Cruisers group. The groups could be the eyes and ears of the community, to let Council know of areas where access can be improved.
- Advocate for QCity to consider providing a bus with wheelchair and mobility scooter access, particularly for transport to Woden, or other key facilities in Canberra.
- Advocate for improvements to disabled rail services. The rail service can only accommodate two wheelchairs or scooters per journey. The ramp to cover the gap between the platform and the carriage is a wooden plank rather than a steel ramp. It is unsuitable and unsafe for larger heavier mobility scooters or larger electric wheelchairs. Groups of friends on scooters or in wheelchairs cannot travel outside the City, by bus or rail.
- Queanbeyan has a strong community spirit. The community would be open to change and inclusion.
- Gather information from people with disability and their carers on their needs in addition to considering building regulations when providing community facilities. For example, Ballarat Council engaged specialist inclusive builders / access consultants, who implemented best practice and standards and Council had an access checklist in the front-end of its design for new community buildings.
- The design process for public spaces and parks used at Lake Tuggeranong is an excellent model. Accessible and inclusive features include: plenty of seating placed within close distance of each other around the Lake and footpaths connect right to the seats; fully accessible public toilets; lots of shade trees; all shared paths are very wide; there are no stairs and there are tactile indicators. Council could use a similar model when developing public spaces.

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- Adopt a place-based approach to public area design, as this involves community engagement and considers needs of all people using the space.
- Improve pedestrian access ramps, footpaths and stairs across Queanbeyan. (The Pedestrian Access Mobility Plan consultation is completed every 5 years and Council's customer request system provides a way for the community to provide feedback on footpaths, ramps, etc).
- Develop a footpath plan for Braidwood (and other villages). Extend the Pedestrian Access Mobility Plan to include all village centres in the local government area.
- Advocate for road crossing timings at traffic lights within the Queanbeyan CBD to be adjusted to provide more time to cross.
- Seek business funding or grants to engage an access consultant to complete access audits of key sites and facilities.
- Improve Council monitoring and management of footpath dining and on-street retail displays (clothes racks) as Queanbeyan CBD's footpaths are blocked and cluttered and people with vision impairment require clear passage against the walls.
- Work with businesses to improve disabled parking standards and ratios for older developments.
- Include a disabled access best practice checklist within the on-line development application information on its website. This is not enforceable but some developers may take up the opportunity.
- Attract development of accommodation for the aged and disabled. Council also needs to provide good access and connection from seniors units into town, including accessible and wide footpaths, ramps and crossings, plus seating. (The Bungendore Seniors development was provided as an example).
- Engage a disability architect in the planning of accessible community facilities.
- Goodwin used to bring a bus load of people with various disabilities and elderly people to a café in Bungendore once a week. The café was supporting Goodwin to do this by providing lower cost coffee. Council could encourage another similar partnership. This type of activity brings people out into the community to form friendships and enables other community members to interact with people with disabilities, and this reduces the fear of people with disabilities.
- There was a former program in Bungendore where people with dementia and their partners or carers met weekly for a cup of tea in town. This provided a place to meet with others to share information and ideas with families experiencing difficulties. "I miss this interaction and would like for this to start up again".
- Captains Flat is a small village and people know each other so they keep an eye on older people in the community. Families also support older people who still live at home. Often older people move to larger centres like Goulburn, the coast and Canberra to access services. Local services are needed.

Disability Inclusion Access Plan 2017-2021

- The Captain's Flat Senior's Group meets on Tuesdays and provides social connection between older people. It also provides an opportunity to look after one another, however, group members cannot always help out due to privacy issues. Members are not always aware of the health needs of others so more formal services are need in the village.

Supporting access to meaningful employment

- Provide volunteering and work opportunities within Council. Be a leader in demonstrating the employment skills and assets held by people with disabilities and how to modify tasks to accommodate needs. The benefits of employing people with disabilities include lower absenteeism and people are more likely to stick at a task.
- Identify those people within Council's workforce that will champion the employment of people with disabilities and commence any organization wide disability support programs with them. They would then be able to demonstrate positive outcomes and successes.
- Continue objective screening of job applicants, which includes employee assessment and alignment of positions and people's capabilities.
- Council staff could be trained in disability awareness. Language is important, e.g. *'Has a disability'* not *'Is a disabled person'*. Staff must separate the person from the disability. Train staff in how to approach/respond to people with disabilities. Council could also promote disability awareness training to other government agencies. Training could be shared across agencies. Council staff who interact with the community must have a positive attitude towards people with disabilities and treat people respectfully. It is Important to train Council's front line staff, managers and staff with responsibility for recruitment to help improve disability awareness within the organization.
- Help make connection between job seekers with disabilities, employment agencies, and employers through the chamber of commerce. Hold a meet and greet session to discuss skills and work opportunities.
- Advocate for local programs to help transition young people with disabilities from school to work and for Local employment readiness programs for young people with disabilities. "My teenager has recently completed her HSC and is looking for work. We fear that employers may discriminate against her". A system of transition between high school and work is needed for young people with disabilities. The Cerebral Palsy Alliance in Sydney have provided some transition to work programs in Canberra.

Improving access to services through better systems and processes

- Promote local services and supports, e.g. Anglicare Food Fair, operates from Crawford St and provides low cost food to people on low incomes.

Disability Inclusion Access Plan 2017-2021

- Produce access maps for key services and facilities, which are linked to an on-line wayfinding app, e.g. where is an accessible grocery store? And how do I get there via an accessible route?
- Council websites should be clear and easy to navigate.
- Council documents should be accessible for people with colour-blindness or other vision impairment. Council could use standard guidelines from Vision Australia for developing documents.
- People prefer face-to-face contact to conduct business with Council. A central location in a community space to: report a problem, obtain assistance going through information. Like information and neighborhood centres or old citizen's advice bureaus. This could be at Council's front counter or a desk at The Q or library.
- Business and tourism in the local government area could be supported with an accessible business guide which could include accessible toilets, cafes, shops and services.
- Advocate for public transport within Braidwood and between Braidwood and Queanbeyan as this is needed by people to get to disability and health services.
- Research shows that people with a disability have a higher risk of problem gambling. With limited access to cafés, low-cost coffee and other activities in Braidwood, the Servicemen's Club is an accessible venue and this may expose people with a disability to problem gambling. Printed resources about problem gambling could be located in a central community information space and alternative activities supported.
- Council's role is not as a service provider, however it could provide information on disability prevention, management and inclusion programs in a community directory.
- There is no central, accessible place for community information. "The Braidwood Directory produced by the Chamber is really good. We need a central location for on-line information and hard copy information. Perhaps at the Braidwood library, Council office, supermarket, hospital or visitor's centre".
- "The Braidwood Ratepayers Facebook page has a distribution to over 1,500 residents and could be a good way to distribute community information. Links between Council and Braidwood websites would also help distribute information".
- Promote the National Disability Insurance Administrator (NDIA) local area coordinator, based at Uniting Care in Queanbeyan and explore whether the NDIA Coordinator could provide a central point for disability information.
- Request that the NDIA Coordinator (Uniting Care) conduct information sessions through schools, pre-schools and early intervention services and at service interagency networks such as the Braidwood Interagency Network Group and the Queanbeyan Agency Network Group. Council could also advocate to the State government for improved information on the NDIS in the region.
- Advocate to bring key outreach health and disability services to Braidwood.

Disability Inclusion Access Plan 2017-2021

- "The dementia carers support group in Bungendore no longer meets. It was an avenue that people could share information and support and the group could look at solutions to problems experienced by individuals. The group also accessed disability equipment through Community Aid Link. It was really good and I miss this". Council could support the establishment of a community run carers group in Bungendore.
- Information is needed on disability friendly and accessible businesses in Bungendore for locals and tourists. Café's, restaurants, motels, retail shops, playgrounds, public toilets, etc could be included.
- A central point for access to information on community services is needed. "Services are being outsourced and I am not sure who is providing disability services in Bungendore". Often information is web based and some people don't have internet connections or find websites difficult to navigate. Printed and face to face information is needed.
- There are no local disability services in Bungendore. People travel from Bungendore to Queanbeyan or Canberra for services. More disability services need to be provided at Queanbeyan hospital. Also, information is needed on disability and health services in ACT and NSW that can be accessed by people living in our area.
- Services like Medicare and Centrelink are needed in Bungendore. The town is growing and state service planners need to acknowledge the growth. People are now going to Goulburn centre-link office. Council could advocate to the state for a local combined agency.
- Work with the Bungendore Chamber of Commerce on DIAP programs like accessible business awards, printed resources for accessible businesses, etc.
- There is no public transport in Bywong or Wamboin. A lack of transport leads to isolation and dependence on others. The Disability Trust can provide a bus for groups of more than four people, however, this is not a regular service for work or individual travel needs. Some private vehicle conveyance funding was provided to children with disabilities through the Education Department but travel is now charged. NDIS also funds travel costs but this is very limited. Council could advocate for community or public transport and assist the community to establish a car-pooling scheme, perhaps through social media.
- Valmar Community Transport provides a shopping service for Captains Flat residents on Fridays. It goes to Riverside Plaza and people then make their own way to other shops, medical centres, etc. Room is provided on the bus for the shopping and the driver helps load and unload the shopping from the bus but people need to carry their shopping into their homes. Queanbeyan Hospital can arrange patient transport, however, most transport for elderly, sick, injured or disabled people is done by family and neighbours. Council could advocate for more community or public transport to Captains Flat, especially outside work hours.
- A doctor comes to the Captains Flat Multi-purpose Health Centre on Tuesdays but there is no script service. People need to rely on family and neighbours to obtain medicines from town. Council could facilitate a script delivery service from a chemist in Queanbeyan.
- Community nursing is needed in Captains Flat. The idea behind building the Multi-purpose Health Centre was to attract outreach services but the services are not attending. The Centre has a meeting space, two consulting rooms, kitchen and disabled toilets and has good access.

Disability Inclusion Access Plan 2017-2021

Council could advocate for allied health services like podiatry, dementia support group, diabetes clinic, baby health, community nursing, a dental consultant and a hairdresser.

- The Captains Flat State Emergency Services provides a 'Community First Response' program. Members are First Aid qualified and can provide initial response to '000' calls and red alert buttons (e.g. VitalCall).
- Transport is key and a number-one priority for the resident of Carwoola and Hoskinstown as they currently rely heavily on family and friends. Lack of transport leads to isolation. There is no public transport to / from Carwoola. There used to be a public bus service along Wanna Road and The HACC bus used to come once a week – but people had to book and were unaware of how to make a booking. If Valmar Community Transport runs a current service then residents need to know about it. Council could advocate for a public bus and / or ask Valmar to promote their service to residents of Carwoola and Hoskinstown. Transport is always an issue for people with disabilities as they may not drive and if seeking employment then no transport could mean no work. Queanbeyan and the surrounding areas need better community and public transport, or a local network of people offering lifts to others, i.e. car-pooling and this would need to be advertised so local residents are aware it exists.
- "The Queanbeyan NDIS office has one local area coordinator. This is frustratingly slow so I had to travel to the Goulburn office to get service".
- "My experience of the NDIS planning process is that it was not tailored to our needs. I was offered an iPad to assist my child's communication when what I need for my child is more speech therapy sessions. I need services rather than equipment but speech therapy beyond one year has been refused and it will take more than one year for her to reach functional speech levels". Council could advocate to State government for more staffing resources at the Queanbeyan NDIS office and for more funding for families to attend disability services.
- There is little transparency or information on how people in NSW can access disability services in the ACT. Members of the local mothers group share as much information as possible but more information is needed.
- The Disability Trust in Queanbeyan is trying to recruit respite carers who live close to families in local regional localities but has had limited success. The cost of travel between Bywong, Wamboin, Queanbeyan or Canberra to attend respite services takes up a significant portion of NDIS funding. Council could assist The Disability Trust in the promotion for local carers.
- There are inadequate disability services in Queanbeyan more services are needed locally. "My teenager lives between her family in Canberra and in Wamboin and can access ACT services. Others must travel further away to obtain services".
- "I could not access early intervention services in Queanbeyan for my daughter who has autism".
- "It is very isolating being a parent of a child with disabilities. Often people in our community do not understand the disability and are unsupportive". Carers living in NSW can register with Carers ACT for access to support services and wellbeing courses. Families may need information about this.

Disability Inclusion Access Plan 2017-2021

- There are more people with disabilities living in the regional areas than Council is aware of. There are a number of children with disabilities within the home schooling system as it is too difficult to obtain support for children to participate in the state and private school system. Council can communicate with people with disabilities through the local coordinator of the home schooling program.
- Council could place 'read speaker' software on its website to assist the vision impaired. The software converts text to voice and is inexpensive.
- People who have information on community services will access them, however those without information often go without the services they need. A central, easy point of access to community information is needed. This central point (E.g. MyCommunity on-line directory) needs to be well promoted.
- People often communicate around a common point of interest, for example, horse groups, churches, land care groups and fire brigades but communicating with many small groups is difficult. The Facebook groups, websites and email lists held by the local community association's would be the best way to get information out to regional residents as these tend to capture the participants of most of the smaller groups. Council could also place links to its website and Facebook page on the associations' sites.

Site-specific outcomes

A high proportion of the information arising from community engagement relates to physical access to specific sites and facilities within the Queanbeyan-Palerang LGA. The sites and concerns are summarised as:

Creating a liveable community:

- The following Council owned buildings/premises require improvements to access:
 - Indoor Sports Centre - the disabled toilet is difficult to access by those in large mobility scooters. The entrance is positioned so that it's impossible for people using mobility aides to manoeuvre themselves into the toilet. There is no ramp from inside to the grassed area.
 - RB Smith Building, Queanbeyan people using large mobility scooters cannot access the toilet.
 - The Queanbeyan Showground grandstand toilets are not accessible.
 - The Queanbeyan Visitor Information Centre toilets are not accessible.
 - The signage to the disabled toilets in Braidwood and Bungendore town centres needs to be improved.
 - Bywong Community Hall has disabled toilets but the hall itself has no disabled access.
 - There are no disabled toilets and no footpath leading to the toilet block in the park in Foxlow St, Captains Flat.
 - The Captains Flat Community Hall has a ramp to the auditorium but does not have disabled toilets.

Disability Inclusion Access Plan 2017-2021

- The Stoney Creek Hall in Carwoola has a ramp on the verandah, however, there is a lip at the base of the ramp making access difficult. The hall was built some time ago and the disabled toilet may not comply with standards.
- Points for pedestrians to safely cross the road are needed in the following locations:
 - Crawford St from the pool side to the GP Superclinic and shops (Council will put in a crossing here in the 2016/17 budget).
 - Yass Rd – to cross near Red Rooster.
 - Kings Hwy – to cross from Red Rooster side to Spotlight side near Ellerton Drive.
 - Kings Hwy – art gallery side, the footpath off the bridge is too steep with insufficient room to turn the corner at the bottom of the slope.
 - There is no access from the sensory garden and River Park across Morisset St to park and playground on the other side of Morisset St and there is no pedestrian access to Hungry Jacks or McDonalds from the river park area.
 - Elderly people and people with disabilities find it difficult to cross the highway in the Bungendore town centre. Emphasis needs to be placed on slowing drivers down, reminding them they are in a shared zone with pedestrians.
 - The round-a-bout near Brady's Real Estate in Gibraltar St, Bungendore has rubble strips across the road which cause confusion for pedestrians and drivers about who has the right of way.
- Improvements to footpaths, pram ramps and building access:
 - The footpaths are too narrow and are very bumpy in Ross Rd, Fergus Rd and Donald Rd, Queanbeyan. The pram ramps are often steep, the angle of the ramps is not straight, they have lips and are not aligned across the road. These bumps can damage batteries in electric wheelchairs and scooters and these are expensive to replace.
 - Directional signage is needed on the cycleway along Canberra Rd to the Canberra Outlet Centre.
 - People in scooters/wheelchairs are unable to get from the Taylor Park side of Bungendore Road, Queanbeyan, to Spotlight safely. Also the underpass that leads from Spotlight to the Caltex Service Station is too steep for those in mobility scooters and wheelchairs to ascend or descend safely.
 - Braidwood has limited footpaths, no curb and gutters and no pram ramps. The first priority would be to provide paths, curbs and ramps in the town centre and to key services like the hospital, school and pre-schools. Community members and the Braidwood and Villages Tourism have developed a plan to build a footpath along Coronation Ave, on the northern side, from Ryrie St to Victory St (opposite the Serviceman's Club).
 - The Braidwood Post Office has very steep stairs. The post office is an agency for Centrelink and Medicare and provides a bill paying service. The Post Office could provide a side entrance that is accessible.

Disability Inclusion Access Plan 2017-2021

- The Bungendore Post Office is difficult to access as the ramp is dangerous and people are too scared to use it. The hand rail on the ramp stops halfway along it. A hand rail is also needed on the stairs as they are very steep. The front door is heavy and with no automation it makes it difficult to use. The post office is a vital service and it is a Medicare agency.
 - A wide and accessible footpath is needed to connect the new Senior Units in Bungendore to the town centre.
 - The physiotherapist and massage therapist at 10 Gibraltar St, Bungendore has steep stairs. The premises may need to be accessible for the type of services provided here.
 - The dentist surgery in Bungendore is difficult to access due to steep stairs and no hand rails.
 - The paving outside of the local IGA in Bungendore is broken and uneven.
 - The Bungendore Memorial Hall has front access. The hand rail needs to cover the distance of all the steps.
 - The centre line parking works well in Gibraltar St but more pram ramps are needed in the curbs and more disabled parking is needed near the IGA.
 - A footpath is needed in Melbon St Bungendore from the Woodworks Gallery to ConTurf. The path passes five businesses. Two people who use mobility scooters live on this block and currently use their scooters on the highway.
 - The first priority to improve access within Captains Flat is to provide footpaths. People using mobility scooters currently drive them on the roads due to lack of footpaths.
 - Most shops in Captains Flat have two more steps and no ramps making them inaccessible.
 - The Community Post Office in Captains Flat is not accessible. There is no shopfront, only post boxes and mail sorting. Council could advocate to Australia Post for disabled access to the post boxes and for the provision of an auto post box similar to the one in Queanbeyan.
 - The footpath past the Captains Flat Hotel on Foxlow St needs to extend to the pre-school. Children and parents with prams walk on the road to get to the pre-school.
 - The Captains Flat oval has no footpath to it or around it. A shared path is needed. This would benefit the community and encourage outdoor activities, for example in providing a walking path for seniors and children to ride bikes. The current path is on the incorrect side of the road past the oval and after rain becomes boggy, making walking this way difficult.
 - There is also no footpath between the War Memorial and the Miner's Memorial in Captains Flat.
- Parks and recreational areas:
 - Facilities like benches, tables and barbeques are needed in the park along-side the Queanbeyan River behind the Italian Club, this is a quiet peaceful space.
 - Disabled picnic tables and benches could be provided in high use parks. Pre-fabricated units are available.

Disability Inclusion Access Plan 2017-2021

- The paths through the Riverside Park and the sensory garden in Queanbeyan are too narrow for large mobility scooters to turn or pass others.
- The proposed footbridge across the Queanbeyan River in River Park would provide a safe alternative to using the bridge across Morisset St. Carers and children with autism walk along Morisset St to River Park. The children try to balance along the top of the low barrier between the footpath and road across the bridge and carers have difficulty keeping the children safe.
- There is no disabled access to the playground on Kings Highway in Braidwood. The current playground is used by locals and tourists, however, the equipment is old. Some all-abilities equipment with disabled access into and around the playground would support tourism.
- Seniors from Captains Flat have requested an all-abilities outdoor gym on the river side of the oval.

The site specific information has been referred to the relevant Council section for follow up.

Disability Inclusion Access Plan 2017-2021

ACTION PLAN:

FOCUS AREA 1: DEVELOPING POSITIVE COMMUNITY ATTITUDES AND BEHAVIOURS

Goal: To promote the skills, experiences and benefits that people with disabilities contribute to the community and to promote the social and economic value of diversity and inclusion across the community.

A diverse and inclusive community: encourages varied view points and ideas and strengthens community resourcefulness; reduces disadvantage that arises from isolation and discrimination; improves health, wellbeing and independence through greater access to education and employment; inclusive businesses expand their reach and economic activity and inclusive public spaces also accommodate the needs of the ageing population and families with young children.

Link to the Community Strategic Plan 2013-23

Theme 1: Image and Influence

1.7 Create a place where people choose to live.

1.9 Promote and encourage an engaged community.

Theme 3: Culture and Leisure

3.4 Promote and expand cultural activities within Queanbeyan.

Theme 5: The Community

5.4 Develop programs to target specific groups in the community.

Link to the Active Ageing Strategy 2014-17

Strategic Area 3: Creating local communities that support active ageing

3.1 Promote social interaction and sense of community for older people.

Disability Inclusion Access Plan 2017-2021

Strategic Area 4: Encouraging community participation and inclusion

4.1 Promote opportunities for older people to participate in community life.

4.3 Improve access to information about activities and programs that are available for older people.

4.6 Provide opportunities for older people to participate in community decision making.

WHAT COUNCIL IS CURRENTLY DOING:

This section presents strategies which Council already has in place to support a diverse and inclusive community.

FOCUS AREA 1: DEVELOPING POSITIVE COMMUNITY ATTITUDES AND BEHAVIOURS

Strategy

- Implements inclusive community engagement processes.

Action

- Uses community engagement tools which enable participation by a broad range of people.
- Conducts on-line engagement.
- Uses accessible venues for community engagement.

Outcome

- People with disabilities are included in Council's planning process for services and facilities.
- People with disabilities are aware of and included in Council's services and facilities.

CSP Theme

- 1.9

Project leader

- Manager Corporate Strategy and Communications
- Manager Community Development

Disability Inclusion Access Plan 2017-2021

Resourcing Strategies

- Annual operating program

KPI's & Statistics

- KPI: Range of inclusive community engagement tools in use.

Strategy

- Delivers inclusive community events.

Action

- Uses accessible sites for the majority of events.
- Provides disabled parking and a kiss and drop parking area.
- Assesses distance, pram ramps, pavements and signage when making provisions for disabled parking.

Outcome

- Events are inclusive of all people within the community.
- People with disability have opportunities to participate in community life and connect with others.
- Presents opportunities for interaction between community members and raises awareness of skills and abilities of people with disabilities.

CSP Theme

- 1.7

Project leader

- Manager Community Development
- Manager Economic Development
- Manager Community Businesses

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: No of event access audits completed.

Disability Inclusion Access Plan 2017-2021

- KPI: % audit recommendations implemented.

Strategy

- Uses inclusive images of people and disability symbols in Council publications and promotions.

Action

- Features a broad and inclusive representation of the community in Council's public information for example, Council's website, Facebook page, publications and promotions.
- Maintains a stockpile of inclusive images of people participating in various aspects of Council business to use in its information and promotional resources. (Staff to take photos at Council events and/or engage a professional photographer to produce a series of images).
- Use widely accepted disability symbols in promotional material.
- Promote the resource of the images to Staff throughout Council.

Outcome

- Promotes the participation in all aspects of community life by people with disabilities.
- Improves acceptance of people with disabilities participating in all aspects of community life.

CSP Theme

- 5.4

Project leader

- Manager Corporate Planning and Communications

Resourcing Strategies

- Annual operating program

KPI's & Statistics

- KPI: Stockpile of images maintained.
- KPI: No of publications featuring people with disabilities produced annually.

Disability Inclusion Access Plan 2017-2021

Strategy

- Hosts exhibitions of artwork by people with disabilities at The Q

Action

- Incorporates exhibitions by artists with disabilities into the Annual Operating Program of exhibitions held at The Q.

Outcome

- Supports access to culture and the arts by artists with disabilities.
- Raises awareness of disability within the broader community.

CSP Theme

- 3.4

Project leader

- Cultural Development Coordinator

Resourcing Strategies

- Annual operating program

KPI's & Statistics

- KPI: Program of exhibitions related to disability delivered at The Q.
- Statistic: No of artists with disabilities participating annually.

Strategy

- Assists community organisations to deliver the Festival of Ability, annually.

Action

- Assists community organisations to deliver the Festival of Ability, annually.

Outcome

- Assists to build community capacity in implementing community events.
- People with disability have opportunities to participate in community life and connect with others in their community.
- Presents opportunities for interaction between community members and awareness of skills and abilities of people with disabilities.

Disability Inclusion Access Plan 2017-2021

CSP Theme

- 1.7

Project leader

- Manager Community Development
- Community partner organisations.

Resourcing Strategies

- Staffing resource.
- Community partner funded.

KPI's & Statistics

- KPI: Assistance provided to the Festival of Ability annually.

Disability Inclusion Access Plan 2017-2021

HOW COUNCIL WILL BUILD ON WHAT IT IS CURRENTLY DOING

This section presents new strategies or those which will improve or extend the work that Council is already doing to support a diverse and inclusive community.

FOCUS AREA 1: DEVELOPING POSITIVE COMMUNITY ATTITUDES AND BEHAVIOURS

Strategy

- Expand inclusive community engagement processes and activities.

Action

- Update the community engagement policy and toolkit to include:
 - Inclusive engagement tools and methods; and
 - A checklist in the engagement design to include target audiences: E. g. disability, multicultural, Indigenous, older or younger people or children.
- Produce written materials that comply with Guidelines for Producing Clear Print, (2011) Round Table on Information Access for People with Print Disabilities.
- Provide equipment to improve vision and hearing during community engagement processes.

Outcome

- People with disabilities are included in Council's planning process for services and facilities.
- People with disabilities are aware of and included in Council's services and facilities.
- Reduces discrimination against people with disability.

CSP Theme

- 1.9

Project leader

- Manager Corporate Strategy and Communications
- Manager Community Development

Disability Inclusion Access Plan 2017-2021

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Range of inclusive engagement tools in use.
- KPI: Community engagement printed materials comply with Guidelines for Producing Clear Print, (2011) Round Table on Information Access for People with Print Disabilities at <http://printdisability.org/guidelines/>

Strategy

- Improve the delivery of inclusive community events.

Action

- Develop and implement an event site access audit checklist.
- Hire portable accessible toilets where a site has no accessible toilets.
- Hire accessible pathways to key event facilities and areas such as toilets and stage audience areas.
- Include information on access in event promotion.
- Include a checklist in the event promotion strategy to ensure distribution to target audiences: E.g. disability, multicultural, Indigenous, older or younger people or families and children.

Outcome

- Events are inclusive.
- People with disability have opportunities to participate in community life and connect with others in their community.
- Inclusive events promote visibility and acceptance by the broader community of people with disability as they participate in daily activities.

CSP Theme

- 1.7

Project leader

- Manager Community Development
- Manager Economic Development
- Manager Community Businesses

Disability Inclusion Access Plan 2017-2021

Resourcing Strategies

- Annual Operating Program.

KPI's & Statistics

- KPI: No of event access audits completed.
- KPI: % audit recommendations implemented.

Strategy

- Present articles in the 'City Life' and use QFM community radio station to showcase people with disabilities in a positive way.

Action

- Present articles in the 'City Life' and use QFM community radio station to promote the abilities and achievements of individuals with disability and disability groups and services.

Outcome

- Increase awareness of the skills, capacities, abilities and achievements of people with disabilities.
- Increase awareness of the contributions made to the community by people with disabilities.

CSP Theme

- 1.9

Project leader

- Manager Corporate Strategy and Communications
- Manager Community Development
- QFM Community Radio Station

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: No of articles included in the City Life.
- KPI: No of segments on QFM community radio station.

Disability Inclusion Access Plan 2017-2021

Strategy

- Conduct education and awareness campaigns targeted at less visible disabilities such as mental health conditions, acquired brain injury and auto immune conditions.

Action

- Link to recognised National education and awareness campaigns targeted at less visible disabilities such as mental health conditions, acquired brain injury and auto immune conditions.
- Use print media, library displays, radio and on-line channels to provide information to the broader community.
- Partner with Schools to deliver education and awareness campaigns.
- Increased community awareness of the facts on less visible disabilities.

Outcome

- Reduce stigma associated with mental health conditions, brain injuries and auto immune conditions.

CSP Theme

- 5.4

Project leader

- Manager Community Development

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: No of articles produced
- KPI: No of segments on QFM community radio station.

Disability Inclusion Access Plan 2017-2021

FOCUS AREA 2: CREATING A LIVEABLE COMMUNITY

Goal: To implement the principles of universal design in the development of community purpose buildings, spaces, facilities, programs and services, to create an inclusive community in which people with disabilities have opportunities to participate fully in community life.

Universal design promotes the use of community environments, services and programs by all people of different ages and abilities, over time, to the greatest extent possible, without the need for adaptation or specialised design.

Link to the Community Strategic Plan 2013-23

Theme 1: Image and Influence

1.9 Promote and encourage an engaged community.

Theme 3 – Culture and Leisure

3.2 Create excellence in recreation and lifestyle opportunities

Theme 4 – Infrastructure Access and Transport

4.1 Undertake planning to ensure infrastructure is prepared for future growth.

Theme 5 – The Community

5.2 Strengthen partnerships between Council, Federal and State agencies and community groups.

5.3 Provide quality services to the community.

5.4 Develop programs to target specific groups in the community.

Link to the Active Ageing Strategy 2014-17

Strategic Area 1: Creating environments that support active ageing

Strategic Area 4: Encouraging community participation and inclusion.

Disability Inclusion Access Plan 2017-2021

WHAT COUNCIL IS CURRENTLY DOING

This section presents strategies which Council already has in place to support a diverse and inclusive community.

FOCUS AREA 2: CREATING A LIVEABLE COMMUNITY

Strategy

- Manage compliance with the plans, codes and standards listed below, through its development application process:
 - Building Code of Australia Australian Standard (AS 1428) – Design for Access and Mobility; and
 - Queanbeyan City Council Development Control Plan.

Action

- Council monitors compliance of construction works undertaken by developers of public and private buildings against requirements for access and mobility to meet the needs of people with disabilities. For example: accessible doorways and ramps, bathrooms and toilets, lifts and car parking.
- Enforcement of the Australian Standard (AS 1428) – Design for Access and Mobility provides disability access to new and remodelled buildings.
- Councils Development Control Plan (DCP) requires one adaptable dwelling per ten dwellings in multi-dwelling housing developments.
- The DCP also provides ratios for the provision of disabled car parking spaces.

Outcome

- Provides appropriate, accessible housing for people with disabilities.
- Provides community and commercial premises that are accessible for people with disabilities so they may participate more fully in community life.

CSP Theme

- 4.1

Project leader

- Manager Development Control

Resourcing Strategies

- Annual Operating Program

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: No of community purpose development applications with requirements for access under AS1428 and Council's DCP.

Strategy

- Complies with legislative requirements and development application procedures for disabled access when:
 - Designing and constructing new Council owned premises and
 - Undertaking significant modifications to existing Council owned premises.

Action

- Council submits development applications and complies with legislative requirements for disabled access when:
 - Designing and constructing new Council owned premises and
 - Undertaking significant modifications to or repurposing existing Council owned premises.

Outcome

- Provides accessible new buildings and public facilities.
- Reviews and upgrades older buildings to meet access standards based on criteria such as community purpose and traffic volume, specific requests from people with disabilities, maintenance and repair or replacement contained in asset management plans.

CSP Theme

- 4.1

Project leader

- Manager City Services
- Manager Engineering Operations

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: No of development applications for new or significantly modified Council owned buildings.
- KPI: No of Council building upgrades to comply with AS1428.

Disability Inclusion Access Plan 2017-2021

Strategy

- Councils Local Environment Plan allows for secondary residential dwellings.

Action

- Council's Local Environment Plan (LEP) allows for secondary residential dwellings as alternative housing for the elderly or people with disabilities (and others).

Outcome

- Provides housing, often for the elderly or for people with disabilities that is affordable, flexible and is in close proximity to carers and family.

CSP Theme

- 4.1

Project leader

- Manager Strategic Planning

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Maintain provision for secondary dwellings in Council's LEP.
- Statistic: No of development applications for secondary dwellings.

Strategy

- Negotiate voluntary planning agreements with residential developers for affordable housing as opportunities arise.

Action

- Implement a voluntary planning agreement with residential developers in Googong to increase the stock of affordable housing.
- Continue to negotiate voluntary planning agreements with residential developers for affordable housing as opportunities arise.

Outcome

- Provides affordable housing for people on lower incomes, assisting people with disabilities to obtain housing.

Disability Inclusion Access Plan 2017-2021

CSP Theme

- 4.1

Project leader

- Manager Development Control

Resourcing Strategies

- On a project by project basis.
- Staffing resources.
- Facilities funded under VPA.

KPI's & Statistics

- KPI: Continue to negotiate for voluntary planning agreements which deliver affordable housing.
- Statistic: No of affordable dwellings delivered under VPA per annum.

Strategy

- Provides disabled car parking spaces within Council owned car parks.

Action

- Provides disabled parking spaces in compliance with Australian Standard (AS 1428) – Design for Access and Mobility and with ratios established in Council's Development Control Plan.

Outcome

- Improves access to a wide range of goods, services and facilities for people with disabilities.
- Supports connection to and participation in community life.

CSP Theme

- 4.1

Project leader

- Manager City Services

Resourcing Strategies

- Annual Operating Program

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: Continue to provide disabled parking in accordance with AS 1428 and ratios established in Council's DCP.
- KPI: % of disabled car spaces across Council owned carparks.

Strategy

- Develops and implements a Pedestrian Access Mobility Plan (PAMP).

Action

- Develops and implements a Pedestrian Access and Mobility Plan (PAMP) and capital works program to improve footpaths, pedestrian crossing points, perambulator ramps and other pedestrian infrastructure.
- Conducts community engagement processes in the development of the PAMP.
- Obtains feedback through the customer request system (CARS) to guide the works completed under the PAMP.

Outcome

- Enables access to key services and facilities by people with disabilities (and others).
- Provides connectivity between key destination points.
- Improves independence in mobility and daily tasks and to improve participation in community life.

CSP Theme

- 4.1

Project leader

- Manager City Services

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Maintain the development and implementation of a capital works program under the PAMP.
- KPI: % of tasks implemented under the PAMP.
- Statistic: No of pram ramps improved or provided per annum.
- Statistic: Kms of footpath improved or provided per annum.
- Statistic: No of pedestrian crossing points improved or provided per annum.

Disability Inclusion Access Plan 2017-2021

Strategy

- Council's Engineering Operations Section has staff who are trained in the requirements of AS1428 - Design for Access and Mobility
- These staff are available to assist managers of Council community purpose buildings to oversee small contracts for building modifications that require compliance with AS1428.
- Staff are able to request assistance through the on-line program "Pathway".

Action

- Provides support to staff who manage small contracts for modifications to existing Council buildings, to meet requirements under Australian Standard (AS 1428) – Design for Access and Mobility.
- For example modifications to entry doorways, counters or toilets within the Youth Centre, Community Centres, Indoor Sports Stadium, Aquatic Centre, Libraries, The Q, etc.

Outcome

- Increases staff awareness of the requirements for providing access and mobility to people with disabilities within their facility.
- Improves access to a broad range of Council services and facilities for people with disabilities.

CSP Theme

- 4.1

Project leader

- Manager Engineering Operations

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: No of Council building modifications completed to comply with AS1428.

Strategy

- Complies with legislative requirements and employs best practice principles in the design and delivery of new parks and recreational spaces.

Disability Inclusion Access Plan 2017-2021

Action

- Complies with legislative requirements and employs best practice principles in the design of its parks and recreational spaces. Best practice principles are drawn from multiple sources including:
 - State-wide best practice manuals.
 - Australian Standards for access-mobility (AS1428) 2010 and playgrounds (AS4686).
 - Kidsafe best practice guides for playgrounds.
 - Safer by Design (CPTED) principles for lighting and improving visibility and natural surveillance.
 - Touched by Olivia Foundation Guidelines for all abilities playgrounds.

Outcome

- Improves access and mobility and safety for people using parks and recreational spaces.
- Provides inclusive active and passive parks so people with disabilities can participate in recreation.

CSP Theme

- 3.2

Project leader

- Manager Parks and Recreation Services

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Maintain compliance with Australian Standards and best practice guides when designing and delivering parks and recreational spaces.

Strategy

- Council complies with legislative requirements and employs best practice principles in the design and delivery of new sporting fields, courts and facilities
- Provides sporting fields, courts and facilities that have:
 - Accessible change rooms; toilets and club houses.
 - Accessible viewing areas for spectators
 - Disabled car parking; and
 - Disabled access to some grounds and all club houses.

Disability Inclusion Access Plan 2017-2021

Action

- Improves access and mobility for people using sporting facilities.

Outcome

- Provides opportunities for people with disabilities to view and participate in a range of sports.

CSP Theme

- 3.2

Project leader

- Manager Parks and Recreation Services

Resourcing Strategies

- Annual operating program

KPI's & Statistics

- KPI: Maintain compliance with Australian Standards and best practice guides when designing and delivering parks and recreational spaces.

Strategy

- Implements a program of upgrades to parks, recreation and sporting facilities.

Action

- Upgrades existing parks, recreation and sporting facilities to improve safety and accessibility and update equipment based on criteria including:
 - Age, condition and safety of equipment;
 - Usage
 - Specific needs identified by community members.

Outcome

- Improves access and mobility and safety for people using parks and recreational spaces.
- Provides inclusive active and passive parks so people with disabilities can participate in recreation.

Disability Inclusion Access Plan 2017-2021

CSP Theme

- 3.2

Project leader

- Manager Parks and Recreation Services

Resourcing Strategies

- Annual operating program

KPI's & Statistics

- KPI: Maintain a program of capital works to upgrade disabled access to parks, recreation and sporting facilities.

Strategy

- Provides accessible facilities at the Aquatic Centre and Indoor Sports Stadium.

Action

- Provides accessible toilets and change rooms, disability parking and disabled access within the Aquatic Centre and the Indoor Sports Stadium.
- Provides a mobile wind down hoist to the indoor pool and outdoor pool at the Aquatic Centre. Staff are available to support the use of the lift.

Outcome

- Improves access to recreational facilities for people with disabilities.
- Supports connection to and participation in community life.

CSP Theme

- 5.3

Project leader

- Manager Community Businesses

Resourcing Strategies

- Annual Operating Program

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: Maintain the provision of accessible facilities at the Aquatic Centre.
- KPI: No of complaints received in customer action request system (CARS).

Strategy

- Provides accessible swim programs at the Queanbeyan Aquatic Centre.

Action

- Provides swim programs to people with disabilities in a range of formats:
 - Individual classes on a one:one basis tailored to specific needs.
 - Group aqua fitness classes for disability services.
 - Inclusive classes, integrated within regular classes.

Outcome

- Improves access to recreational facilities for people with disabilities.
- Supports connection to and participation in community life.

CSP Theme

- 5.3

Project leader

- Manager Community Businesses

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Maintain the provision of accessible swim programs at the Aquatic Centre.
- KPI: No of complaints received in customer action request system (CARS).

Strategy

- Provides accessible community centres in Queanbeyan, Bungendore and Braidwood.

Disability Inclusion Access Plan 2017-2021

Action

- Provides accessible community centres in accordance with AS1428, incorporating accessible toilets; access to and within the premises and disabled parking at:
 - Queanbeyan Bicentennial Hall
 - Queanbeyan Library Community Room
 - Queanbeyan Senior Citizens Centre
 - RB Smith Building, Queanbeyan
 - Jerrabomberra Community Centre
 - Karabar Community Centre
 - Letchworth Neighbourhood Centre
 - Bungendore Community Centre.
 - Braidwood National Theatre Building.
 - Captain's Flat Multi-purpose Health Centre.
 - Fernleigh Park Community Hall

Outcome

- Improves access to community centres for people with disabilities.
- Supports connection to and participation in community life.

CSP Theme

- 5.3

Project leader

- Manager Community Businesses

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Maintain the provision of community centres which comply with AS1428.
- KPI: No of complaints received in customer action request system (CARS).

Disability Inclusion Access Plan 2017-2021

Strategy

- Provides accessible public toilets that comply with Australian Standard (AS 1428) – Design for Access and Mobility.

Action

- Provides accessible public toilets in a range of parks. The National Public Toilet Map lists the following accessible toilets for our region:
 - Queanbeyan Park
 - Tourist Information Centre
 - Ray Morton Park
 - Queen Elizabeth Park
 - Queen Elizabeth II Park
 - Crawford St Park
 - Campese Oval
 - Queanbeyan Showground
 - Morisset St Bus Interchange
 - Bungendore Park
 - Council Library Carpark Braidwood
 - Ryrie Park, Braidwood
- Accessible toilets with MLAK entry are located at:
 - Campese Oval.

Outcome

- Improves access to public toilets for people with disabilities.
- Supports connection to and participation in community life.

CSP Theme

- 5.3

Project leader

- Manager Parks and Recreation

Resourcing Strategies

- Annual Operating Program

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: Maintain the provision of accessible public toilets in accordance with AS1428.
- KPI: % of public toilets that are accessible.
- KPI: No of complaints received in customer action request system (CARS).

Disability Inclusion Access Plan 2017-2021

HOW COUNCIL WILL BUILD ON WHAT IT IS CURRENTLY DOING

This section presents new strategies or those which will improve or extend the work that Council is already doing to support a diverse and inclusive community.

FOCUS AREA 2: CREATING A LIVEABLE COMMUNITY

Strategy

- Engage an access consultant to assess Council's community purpose buildings and facilities and recommend improvements.

Action

- Engage an access consultant to assess community facilities and buildings in a staged approach.
 - Public toilets.
 - Community centres and meeting rooms.
 - Council offices to which the public have access.
 - Council owned infrastructure within the Queanbeyan CBD, and town centres across the local government area.
 - Community halls in regional localities.

Outcome

- Identifies areas of priority for improvements to access and mobility:
 - on entry to, exit from and within Council's facilities and services; and
 - around key public spaces and thoroughfares.

CSP Theme

- 4.1

Project leader

- Manager Engineering Operations
- Manager City Services

Resourcing Strategies

- One off or staged assessment resulting in a four year program to align with delivery plan.

Disability Inclusion Access Plan 2017-2021

- Additional budget bid in 2017/18

KPI's & Statistics

- KPI: Budget allocation provided.
- KPI: Access audit report(s) produced.
- KPI: % of recommendations contained in access audit report(s) completed.

Strategy

- Consult with the community on the development of Pedestrian Access and Mobility Plan (PAMP).

Action

- Conduct a community engagement process in the development of a four year PAMP, which aligns with Council's delivery plan.
- Continue to revise the PAMP in response to community feedback received through the customer request system. (CARS).
- Implement a checklist to ensure consultation reach extends to people with disability (amongst other target audiences).

Outcome

- Identifies areas of high use by people with disability, the elderly and parents with prams and assign priorities for works.
- Reflects the specific needs for access and mobility of people with disabilities, the elderly and parents with prams.
- Improves access and mobility to key services and facilities and connectivity between key destinations.

CSP Theme

- 4.1
- 1.9

Project leader

- Manager City Services

Resourcing Strategies

- One off engagement process resulting in a four year program to align with delivery plan.
- 2017/18 Annual Operating Plan.

KPI's & Statistics

- KPI: Range of community engagement strategies used for the development of the Pedestrian Access and Mobility Plan (PAMP).

Disability Inclusion Access Plan 2017-2021

- KPI: No of complaints from customer request system (CARS).

Strategy

- Extend the Pedestrian Access Mobility Plan (PAMP) to encompass Braidwood, Bungendore and Captain's Flat.

Action

- Extend the Pedestrian Access Mobility Plan (PAMP) to encompass Braidwood, Bungendore and Captain's Flat.

Outcome

- Improves access and mobility to key services and facilities and connectivity between key destinations in Braidwood and Bungendore.

CSP Theme

- 4.1

Project leader

- Manager City Services

Resourcing Strategies

- 2017/18 Annual Operating Plan.

KPI's & Statistics

- KPI: PAMP extended to include town centres of Bungendore, Braidwood and Captain's Flat.

Strategy

- Promote Council's Customer Request System (CARS) to the Scooter Cruisers Group and encourage them to provide feedback on Queanbeyan's footpath network.

Action

- Work with the Scooter Cruisers Group to obtain feedback on Queanbeyan's footpath network through Council's Customer Request System.

Outcome

- Improves access and mobility to key services and facilities and connectivity between key destinations in Queanbeyan.

Disability Inclusion Access Plan 2017-2021

CSP Theme

- 5.4

Project leader

- Manager Community Development

Resourcing Strategies

- Annual Operating Plan.

KPI's & Statistics

- KPI: Scooter Cruiser Group engaged.

Strategy

- Consult with the community including people with disabilities on the development of future community purpose buildings and spaces owned by Council.
- Engage an architect that specialises in accessible design for community purpose buildings.

Action

- Conduct a community engagement process including people with disabilities in the development of new community purpose buildings and spaces owned by Council.
- Engage an architect that specialises in accessible design for larger or complex community purpose buildings.
- Incorporate the following in the design for new community purpose buildings:
 - Parking areas for mobility scooters, walkers and prams.
 - Mobility scooter charging stations.
 - Dimension requirements larger than those in AS1428 for mobility scooter access.

Outcome

- Reflects the specific needs for access and mobility of people with disabilities, the elderly and parents with prams.
- Improves access to and mobility within new Council services and facilities.

CSP Theme

- 4.1
- 1.9

Disability Inclusion Access Plan 2017-2021

Project leader

- Manager Engineering Operations
- Manager Community Development

Resourcing Strategies

- On a project by project basis.
- On a project by project basis.

KPI's & Statistics

- KPI: Community engagement process implemented on the design of new Council owned community purpose buildings.
- KPI: Specialist disabled access architect engaged for the design of larger or complex Council owned community purpose buildings.

Strategy

- Monitor the supply of aged and disability accommodation in Queanbeyan, Bungendore and Braidwood and encourage development to meet shortfall.

Action

- Research the supply and demand for aged and disability accommodation in Queanbeyan, Bungendore and Braidwood accounting for varying levels of support to meet disability needs.
- Encourage development to meet shortfall.

Outcome

- Provides an appropriate number and range of housing for frail-aged and people with disabilities.

CSP Theme

- 4.1

Project leader

- Manager Strategic Planning
- Manager Community Development

Resourcing Strategies

- Annual Operating Plan

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: Research completed

Strategy

Include resources on universal design and best practice in disabled access for community and retail centres and public spaces on Council's on-line development application webpage.

Action

- Include resources on universal design and best practice for community and retail centres and public spaces on Council's on-line development application webpage.
- Universal design principles guide the development of inclusive public buildings and spaces that can be used by all people.

Outcome

- Provides developers of community and retail facilities with information to help improve disabled access to community buildings and spaces.
- Improves access to goods and services and participation in community life for people with disabilities.

CSP Theme

- 4.1

Project leader

- Manager Development Assessment

Resourcing Strategies

- Annual Operating Plan

KPI's & Statistics

- KPI: Resources on universal design and access best practice located on Council's website.

Strategy

- Improve disabled access to and provide an adult change facility within the public toilets at Queen Elizabeth II Park.

Disability Inclusion Access Plan 2017-2021

Action

- Seek funding opportunities and conduct community engagement to improve disabled access and provide an adult change facility in the public toilets at Queen Elizabeth II Park.
- This park is centrally located in the Queanbeyan CBD and is frequented by residents and visitors.

Outcome

- Reflects the specific needs for access and mobility of people with disabilities, the elderly and parents with prams.
- Improves access and mobility to new Council services and facilities.
- Supports connection to and participation in community life.

CSP Theme

- 5.3

Project leader

- Manager Parks and Recreation Services

Resourcing Strategies

- External grant.

KPI's & Statistics

- KPI: No of grant applications completed.

Strategy

- Conduct research into and prepare a report to Council on the development of a low sensory park in Queanbeyan for children with autism.
- Recommend that this project be targeted for development in partnership with the community.

Action

- Conduct research into the development of a low sensory play area and, if feasible, present a report to Council for consideration, which encompasses:
 - Community need.
 - Design requirements.
 - Potential locations.
 - Costs.

Disability Inclusion Access Plan 2017-2021

- Potential to partner with services and organisations that support people with autism, service clubs (such as Lions), businesses that provide services and products to people with disabilities.
- Potential funding sources.

Outcome

- Provide a play area appropriate for children with autism so they may participate in recreation.

CSP Theme

- 3.2

Project leader

- Manager Parks and Recreation Services

Resourcing Strategies

- 2017/18 Research completed.
- External Grants and resources.
- Community partners: Lions Club, Ability Links, ASPECT.

KPI's & Statistics

- KPI: Research & Council report completed on the feasibility of providing a low sensory play area for children with autism.

Strategy

- Advocate to the Business Enterprise Centre (BEC) for the provision of a Business Excellence Award for Best Practice in Physical Access and Mobility within a business premises.

Action

- Advocate to the Business Enterprise Centre (BEC) for the provision of a Business Excellence Award for Best Practice in Physical Access and Mobility within a business premises.
- Include the proposed award within the existing framework implemented by the BEC to deliver the Business Excellence Awards.
- Prepare a position paper for referral to the BEC containing award criteria, process and potential funding sources for consideration of the BEC.

Disability Inclusion Access Plan 2017-2021

Outcome

- Promotes access and mobility within local businesses for people with disabilities.
- Provides people with disabilities with access to a broad range of services and facilities and to improve their participation in community life.
- Assists local businesses to expand their reach (to people with disabilities, the elderly and parents with prams).

CSP Theme

- 5.2

Project leader

- Manager Economic Development
- Manager Community Development

Resourcing Strategies

- 2016/17 Advocacy completed.
- QCC staffing resources.
- BEC funded.
- Community partner:
 - Queanbeyan Business Enterprise Centre (BEC).
- Funding sources: \$500 from local business.

KPI's & Statistics

- KPI: Position paper on proposed Award for Best Practice in Physical Access and Mobility and small grant program for improvements to disabled access within local businesses.
- Advocacy completed to Business Enterprise Centre to expand the Business Excellence Awards to include an award for best practice in physical access and mobility within a local business.

Strategy

- Prepare a report to Council proposing a small grant program to support local business with minor modifications to improve disabled access to and within their premises.

Action

- Prepare a report for Council's consideration on a proposal to establish a small grant program for minor improvements to disabled access to, from and within local business premises.

Disability Inclusion Access Plan 2017-2021

- The report would propose Council funding up to \$2,500 per applicant - applicants would match funding on a \$ for \$ basis, as a minimum.
- Grant eligibility criteria.
- Grant application and selection process.
- Total grant pool.
- Potential funding sources.

Outcome

- Promotes access and mobility within local businesses for people with disabilities.
- Provides people with disabilities with access to a broad range of services and facilities and to improve their participation in community life.
- Assists local businesses to expand their reach (to people with disabilities, the elderly and parents with prams).

CSP Theme

- 5.2

Project leader

- Manager Community Development

Resourcing Strategies

- 2018/19 Report produced.
- 50% Council Budget bid.
- 50% Matched by Businesses.

KPI's & Statistics

- KPI: Report prepared for Council proposing a small grant program to support local business with minor modifications to improve disabled access to and within their premises.

Strategy

- Facilitate the establishment of a community operated disability carers support group in Bungendore

Action

- Conduct community engagement to identify skills, resources and interest in establishing a community run carer's support group in Bungendore.
- If there is sufficient community interest, assist carers support group to establish.

Disability Inclusion Access Plan 2017-2021

Outcome

- Provides community connection and support between people with disabilities.

CSP Theme

- 5.4

Project leader

- Manager Community Development

Resourcing Strategies

- Annual Operating Plan
- Community Grants

KPI's & Statistics

- KPI: Community engagement conducted.
- KPI: Engagement outcomes implemented.

Strategy

- Advocate to QCity Transport to provide an accessible bus for transport between Queanbeyan and Woden.

Action

- Advocate to QCity Transport to provide an accessible bus for transport between Queanbeyan and Woden.

Outcome

- Provides people with disabilities with access to a broad range of services and facilities and to improve their participation in community life.

CSP Theme

- 5.2

Project leader

- Manager Community Development

Resourcing Strategies

- Annual operating plan.

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: Advocacy completed.

Strategy

- Advocate to Transport NSW: Railcorp and the NSW Minister for Transport to improve disabled access at Queanbeyan Rail Station.

Action

- Advocate to Transport NSW: Railcorp and the NSW Minister for Transport to improve disabled access at Queanbeyan Rail Station by providing:
 - A disabled access ramp to bridge the gap between the platform and rail carriage; and
 - Accessible seating configuration to accommodate more than two wheelchairs or mobility scooters.

Outcome

- Provides people with disabilities with accessible public transport which enables them to access services outside of Queanbeyan and improves their participation in community life.

CSP Theme

- 5.2

Project leader

- Manager Community Development

Resourcing Strategies

- Annual operating plan

KPI's & Statistics

- KPI: Advocacy completed.

Strategy

- Request that NSW Roads and Maritime Services adjust the timing of pedestrian traffic lights to provide more time for elderly and disabled people to cross the road in Queanbeyan CBD.

Disability Inclusion Access Plan 2017-2021

Action

- Request that NSW Roads and Maritime Services to adjust the timing of pedestrian traffic lights to provide more time for elderly and disabled people to cross the road in Queanbeyan CBD.

Outcome

- Provides people with disabilities and the frail aged with more time and improved safety when crossing the road at traffic lights in the Queanbeyan CBD.

CSP Theme

- 5.2

Project leader

- Manager City Services

Resourcing Strategies

- Annual operating plan

KPI's & Statistics

- KPI: Advocacy completed.

Disability Inclusion Access Plan 2017-2021

FOCUS AREA 3: SUPPORTING ACCESS TO MEANINGFUL EMPLOYMENT

Goal: The retention and attraction of a diverse Council workforce, which reflects the community it services. Support the goals within the National Local Government Workforce Strategy 2013-20 and QCC Resourcing Strategy: Workforce Management Strategy 2013-17.

Links with the Community Strategic Plan 2013-23

Theme 2: Business and Industry

2.3 Promote local employment and training opportunities.

Theme 5: The Community

5.2 Strengthen partnerships with Federal and State agencies and community groups.

Links with the Resourcing Strategy: Workforce Management Strategy 2013-17.

Section 2: Action Plan, Promoting local government as an employer of Choice.

Section 3: Action Plan, retention and attraction of a diverse workforce that reflects the community it serves.

Section 4: Action Plan, Creating a contemporary workplace

Links with the Active Ageing Strategy 2014-17

Nil

WHAT COUNCIL IS CURRENTLY DOING

This section presents strategies which Council already has in place to support a diverse and inclusive community.

FOCUS AREA 3: SUPPORTING ACCESS TO MEANINGFUL EMPLOYMENT

Disability Inclusion Access Plan 2017-2021

Strategy

- Council uses merit based recruitment and employment systems in accordance with legislative and policy requirements.

Action

- Has established employment selection criteria contained in position descriptions and tasks contained within model job demands.
- Assesses job applicants against objective position descriptions, selection criteria and model job demands.
- Obtains a medical assessment of the successful job candidate's capacity to perform tasks contained within model job demands.
- Completes reasonable adjustment to the job or worksite to support an employee to fulfil job requirements.
- Data is collected on staff who self-identify as having a disability during the recruitment process and is held in the Aurion staff management software application.

Outcome

- Provides an objective process to assess the capacity of job applicants to perform job requirements.
- Provides a work environment that supports an employee with a disability to successfully perform the tasks required for their job.

CSP Theme

- 2.3

Project Leader

- Manager People and Excellence.
- Recruitment and selection panel members.

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- KPI: Maintain a merit based recruitment and employment systems in accordance with legislative requirements.
- Statistic: % of staff who self-identify as having a disability during the recruitment process. Source: Aurion.

Strategy

- Promotes a diverse workforce through compliance with legislative, policy and planning requirements for staff recruitment and management.

Disability Inclusion Access Plan 2017-2021

Action

- Complies with legislative and policy requirements for the recruitment and ongoing management of Council staff. Operates within the parameters of:
 - Local Government State Award (2014),
 - Industrial Relations Act and Regulations (1996) NSW
 - Work Health & Safety Act and Regulations (2011) NSW
 - Anti-Discrimination Act (1977) NSW,
 - Disability Inclusion Act (2014)
 - Local Government Act 1993
 - Council's Resourcing Strategy: Workforce Management Plan
 - Council's Equal Employment Opportunity Policy and Plan
 - Council's Code of Conduct.

Outcome

- Supports an inclusive and safe work environment.
- Provides Council with an additional source of skilled employees within the labour market.
- Provides opportunities for people with disabilities to access meaningful employment.

CSP Theme

- 2.3

Project Leader

- Manager People and Excellence
- Managers and Team Leaders responsible for recruitment and management of staff.

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- KPI: Maintain compliance with legislative and policy requirements for the recruitment and management of staff.

Disability Inclusion Access Plan 2017-2021

Strategy

- Provides training in anti-discrimination legislation and Council's Equal Employment Opportunity Policy and Code of Conduct within the Supervisor Development training module.

Action

- Provides initial overview and raises staff awareness of anti-discrimination legislation and EEO policies in staff induction programs.
- Provides training on anti-discrimination legislation and Council's EEO policy and Code of Conduct within Council's Supervisor Development training module.
- The training is targeted to supervisors, to ensure that the culture of inclusiveness is maintained across Council.

Outcome

- Provides a work environment that supports an employee with a disability to successfully perform the tasks required for their job.
- Promotes inclusive and respectful customer service.

CSP Theme

- 2.3

Project Leader

- Manager People and Excellence
- Supervisors.

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- KPI: Training program on workplace diversity and inclusion maintained.
- Statistic: % supervisors trained in legislation and policy on workplace diversity and inclusion.
- Statistic: No. of staff grievances relating to discrimination.
- Statistic: No. of customer complaints relating to discrimination.

Strategy

- Worksite assessments for staff as required under Work Health Safety legislation.

Disability Inclusion Access Plan 2017-2021

Action

- Trained providers conduct worksite assessments and modifications and assess equipment needed to meet staff needs.

Outcome

- Improves access to and ongoing support with employment for people with disabilities.
- Supports the health and safety of employees.

CSP Theme

- 2.3

Project Leader

- Manager People and Excellence.
- Managers and Team Leaders responsible for management of staff.

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- KPI: Continue to engage trained providers to conduct worksite assessments.
- Statistic: No and % worksite assessments and modifications completed.

Strategy

- Inclusive and non-discriminatory behavioural capabilities are included in Council's position descriptions and Code of Conduct.

Action

- Council position descriptions contain behavioural capabilities for inclusive and respectful behaviour.
- Behaviour is monitored and managed continuously and within an annual performance appraisal process.
- Action plans are developed and implemented for staff who do not meet the behavioural capabilities.
- Fortnightly work plan meetings are held between operational staff and supervisors to manage all aspects of performance.

Outcome

- Staff are managed to display inclusive and respectful behaviour towards each other and community members.

Disability Inclusion Access Plan 2017-2021

CSP Theme

- 2.3

Project Leader

- Manager, People and Excellence
- Managers and Team Leaders responsible for managing staff.

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- KPI: All position descriptions to contain criteria on EEO and WHS requirements.
- KPI: Annual performance appraisals completed for all staff.
- Statistic: Change in results from the Staff Cultural Survey question on discrimination within the organisation.

Strategy

- Provides flexible working arrangements and a contemporary workplace through measures like:
 - Flexible and part-time work hours, job sharing arrangements, working from remote locations

Action

- Provides staff with access to a range of flexible and contemporary working arrangements that support the needs of people with disability such as:
 - Reduced and flexible work hours, through part-time or job sharing arrangements.
 - Working from remote locations, such as home.
 - Providing technology that supports working from home and that supports specific needs.
 - Work arrangements are negotiated based on employee and organisation requirements.

Outcome

- Supports reasonable adjustment to jobs to enable the employment of people with disabilities.
- Provides a range of options that can be implemented to support modifications to tasks once needs have been identified for staff with disabilities.

Disability Inclusion Access Plan 2017-2021

CSP Theme

- 2.3

Project Leader

- Managers and Team Leaders responsible for managing staff.

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- KPI: Maintain a range of flexible working arrangements for staff.
- Statistic: No and % worksite assessments and modifications completed.

Strategy

- Gathers data on workforce diversity within its human capital management software package Aurion ESS.

Action

- On recruitment, staff are provided with the opportunity to self-identify as having a disability and requirements for worksite or task modification.
- The data is held in Council's human capital software package Aurion ESS.
- The data is available to evaluate progress towards workforce diversity.

Outcome

- Supports workplace diversity.
- Supports a work environment that enables an employee with a disability to successfully perform the tasks required for their job.

CSP Theme

- 2.3

Project Leader

- Manager People and Excellence

Disability Inclusion Access Plan 2017-2021

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- Maintain the collection of data on workforce diversity through Aurion ESS.
- Statistic: % of staff that self – identify as having a disability and/or requiring worksite and/or task modifications.

Strategy

- Provides a staff intranet as a central location for information on all employee related matters.

Action

- Provides the staff intranet as a source of information on policies, resources and programs to support staff.
- Promotes the intranet within the new employee information package and on staff induction.

Outcome

- Staff have easy access to information on a wide range of employment related matters.
- Provides information on the supports available to staff with disabilities.

CSP Theme

- 2.3

Project Leader

- Manager People and Excellence

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- KPI: Maintain the provision of a staff intranet as central location for information on supports available to staff with disabilities (amongst other things).

Strategy

- Provides staff with access to counselling through the Employee Assistance Program.
- Provides a Peer Support Program to Staff.

Disability Inclusion Access Plan 2017-2021

Action

- Provides free counselling and support under the Employee Assistance Program (EAP) for staff experiencing personal and work related difficulties.
- Trains members of the Peer Support Group who provide general support and information on resources to help colleagues who are experiencing a range of difficulties.
- EAP and the Peer Support Program are promoted in new employee information package, on staff induction and on the Staff intranet.

Outcome

- Improves health, wellbeing and work outcomes for staff.

CSP Theme

- 2.3

Project Leader

- Manager People and Excellence

Resourcing Strategy

- Annual Operating Program

KPI's & statistics

- KPI: Maintain the provision of the Employee Assistance Program.
- KPI: Maintain the provision of the Peer Support Program

Strategy

- Assists the Queanbeyan Business Enterprise Centre to provide the Business Excellence Awards. The program offers an award for the Disability Inclusion Employer of the Year.

Action

- Assist the Queanbeyan Business Enterprise Centre to provide the Business Excellence Awards contain the category 'Disability Inclusion Employer of the Year'.

Outcome

- Acknowledges and encourages local businesses that provide employment for people with disabilities.

Disability Inclusion Access Plan 2017-2021

- Promotes the skills and experience of people with disabilities who are employed locally.

CSP Theme

- 5.2

Project Leader

- Manager Economic Development

Resourcing Strategy

- Annual Operating Program
- QCC staffing resources allocated.
- Community partner funded program.

KPI's & statistics

- KPI: Continue to assist the Queanbeyan Business Enterprise Centre to deliver the Disability Inclusion Employer of the Year Award.

Disability Inclusion Access Plan 2017-2021

HOW COUNCIL WILL BUILD ON WHAT IT IS CURRENTLY DOING

This section presents new strategies or those which will improve or extend the work that Council is already doing to support a diverse and inclusive community.

FOCUS AREA 3: SUPPORTING ACCESS TO MEANINGFUL EMPLOYMENT

Strategy

- Research local accessible forms of transport and place the information on the staff intranet.

Action

- Gather information on local accessible forms of transport.
- Provide information on accessible forms of transport on Council's staff intranet to assist people that have no access to private transport.

Outcome

- Provides information on accessible public transport as a means of getting to and from Council worksites, where employees have no access to private transport.

CSP Theme

- 2.3

Project leader

- Manager Community Development.

Delivery Plan & Resourcing

- 2017-18 Transport resource produced.
- Annual Operating Program

KPI's & statistics

- KPI: Resource produced on local accessible forms of transport and located on Council's staff intranet.

Disability Inclusion Access Plan 2017-2021

Strategy

- Update Council's Equal Employment Opportunity Policy (and associate documents) to encompass more recent language of and requirements for workplace diversity.

Action

- Update Council's Equal Employment Opportunity Policy to encompass more recent language and requirements for workplace diversity.
- Review and update Council's documents containing references to and requirements of Equal Employment Opportunity to encompass more recent language and requirements for workplace diversity.

Outcome

- Supports workplace diversity.

CSP Theme

- 2.3

Project leader

- Manager People and Excellence.

Delivery Plan & Resourcing

- 2017-18 EEO policy reviewed.
- Annual Operating Program

KPI's & statistics

- KPI: Council's Equal Employment Opportunity Policy (and associated documents) revised to encompass workplace diversity.

Strategy

- Establish an E-learning awareness module on the value of a diverse workforce, incorporating a disability awareness module

Action

- Establish an E-learning awareness module on the value of a diverse workforce, incorporating a disability awareness module.
- Offer the e-learning session to all staff biannually.

Disability Inclusion Access Plan 2017-2021

Outcome

- Provides a work environment that supports an employee with a disability to successfully perform the tasks required for their job.
- Supports inclusive and respectful customer service.

CSP Theme

- 2.3

Project leader

- Manager People and Excellence.

Delivery Plan & Resourcing

- 2018-19 e-learning resource established.
- Budget bid in 2018-19 operating plan.

KPI's & statistics

- KPI: E-learning workplace diversity module is developed and offered to all staff biannually.
- Statistic: % staff completed workplace diversity E-learning module.

Strategy

- Explore opportunities to establish a working relationship with disability employment services (DES) to offer job placements in Council.

Action

- Identify worksites that have jobs or tasks available that are able to be modified to meet individual and organisational needs.
- Identify Managers willing to champion the process.
- Develop agreements, policies and procedures required to support working relationships with Disability Employment Services (DES).
- Test and evaluate the process to support a relationship with DES.

Outcome

- Provides opportunities for people with disabilities to gain employment skills and experience.

CSP Theme

- 2.3

Disability Inclusion Access Plan 2017-2021

Project leader

Manager People and Excellence.

Delivery Plan & Resourcing

- 2018-19 Investigate relationship with DES.
- Annual operating program.

KPI's & statistics

- KPI: Contact details for Council's relevant DES are included in the recruitment and selection process.
- KPI: Process for establishing working relationships with disability employment organisations investigated.

Strategy

- Include information on Beyond Blue, Lifeline & OzHelp Foundation within the Employee Assistance Program and Peer Support Program.

Action

- Include information on a range of mental health support organisations in the:
 - New employee information package;
 - Promotional material for the Employee Assistance Program; and
 - Resources provided to Peer Support Program staff.

Outcome

- Provides staff with mental health conditions with information and support.
- Improves general health, wellbeing and work outcomes for staff

CSP Theme

- 2.3

Project leader

- Manager People and Excellence

Delivery Plan & Resourcing

- Annual Operating Program

Disability Inclusion Access Plan 2017-2021

KPI's & statistics

- KPI: Maintain the provision of the Employee Assistance Program.
- KPI: Maintain the provision of the Peer Support Program.

Strategy

- Advocate to NSW Education to provide transition to work programs for young people with disability at local high schools.

Action

- Advocate to NSW Education to provide transition to work programs for young people with disability who are leaving local high schools to enter the workforce.

Outcome

- Better prepares young people with disability to transition from school to work.

CSP Theme

- 5.2

Project leader

- Manager Community Development

Delivery Plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Advocacy completed.

Disability Inclusion Access Plan 2017-2021

FOCUS AREA 4: NAVIGATING SYSTEMS AND PROCESSES

Goal: To provide inclusive Council services and information, which helps to reduce the barriers faced by people with disabilities when navigating Councils systems and processes. Council will provide quality customer service, accessible services and accessible options for communicating, accessing information or providing input or feedback to Council.

Links to the Community Strategic Plan 2013-23

Theme 1: Image and Influence

1.9 Promote and encourage an engaged community.

Theme 5: The Community

5.2 Strengthen partnerships between Council, Federal and State agencies and community groups.

5.3 Provide quality services to the community

5.4 Develop programs to target specific groups in the community.

Links to the Active Ageing Strategy 2014-17

Strategic Area 2: Encouraging healthy lifestyles and access to services

2.1 Older residents have access to suitable support to enable them to age in place.

Strategic Area 4: Encouraging community participation and inclusion

4.1 To promote opportunities for older people to participate in community life.

Disability Inclusion Access Plan 2017-2021

WHAT COUNCIL IS CURRENTLY DOING

This section presents strategies which Council already has in place to support a diverse and inclusive community.

FOCUS AREA 4: NAVIGATING SYSTEMS AND PROCESSES

Strategy

- Accommodates customer requests for accessible resources at the Queanbeyan, Braidwood and Bungendore Libraries.

Action

- Provides accessible library resources in accordance with the interests and needs of people with disabilities.
- Provides free access to Wi-Fi and internet.

Outcome

- Enables independent and free use of resources at the library for people with disability.
- Supports access to information and services for people on low incomes.

CSP Theme

- 5.4

Project leader

- Manager Library

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Maintain the provision of accessible resources at the City Library.

Strategy

- Provides a home library service to people with limited mobility and experience barriers that prevent them from attending the library.

Disability Inclusion Access Plan 2017-2021

Action

- Provides a home library service to people with barriers like limited mobility, health conditions and transport disadvantage that prevent them from attending the library.

Outcome

- Enables independent and free use of resources at the library for people with disability.

CSP Theme

- 5.4

Project leader

- Manager Library

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Maintain the operations of the home library service.
- KPI: No of clients.

Strategy

- Operates a hearing loop in the Council Chambers.

Action

- Supports the attendance at Council meetings and functions by people with hearing impairment.

Outcome

- Council meetings are inclusive of people with hearing impairment.

CSP Theme

- 5.4

Disability Inclusion Access Plan 2017-2021

Project leader

- Manager Community Businesses

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Maintain the provision of a hearing loop in the Council Chambers.

Strategy

- Provides individual hearing systems and wheelchair seating in The Q Performing Arts Centre.

Action

- Provides individual hearing systems and wheelchair seating in The Q Performing Arts Centre.

Outcome

- Performances and functions held at The Q are inclusive of people with hearing and mobility impairment.
- Provides people with disabilities with access to culture and the arts and improves their participation in community life.

CSP Theme

- 5.3

Project leader

- Manager Community Businesses

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Maintain the provision of individual hearing equipment and disabled seating at The Q.

Disability Inclusion Access Plan 2017-2021

Strategy

- Operates a telephone system that supports technology held by customers who are hearing or vision impaired. For example enables amplification or the conversion of voice to text.

Action

- Operates a telephone system that supports technology held by customers who are hearing or vision impaired. For example enables amplification or the conversion of voice to text.

Outcome

- Enables communication on Council business with people with hearing impairments.

CSP Theme

- 5.3

Project leader

- Manager Technology and Business Solutions.

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Maintain the provision of

Strategy

- Operates Council's customer service counter as a central and first point of information on all Council facilities and services.

Action

- Provides MyCommunity on-line community service directory linked to Council's website.
- Provides a community noticeboard and programmed space for community information in the Queanbeyan, Bungendore and Braidwood Libraries.
- Provides a central and first point of information at its customer service counter. The building provides good disabled access and front-line staff are trained in quality customer service.
- Provides MyCommunity on-line community service directory linked to Council's website.

Disability Inclusion Access Plan 2017-2021

- Provides a community noticeboard and programmed space for community information in Regional Libraries. Information is provided to People with disabilities to coincide with key awareness raising campaigns such as International Day of People with a Disability.

Outcome

- Supports direct and easy access to information on Council services and facilities in a centralised location and as a point of primary contact with Council.
- Provides face to face contact, reducing barriers associated with accessing information in on-line or telecommunications formats, such as lack of access to technology or lack of experience in its use.
- Provides an on-line directory of community services that is centrally located for all residents within the LGA.

CSP Theme

- 5.3

Project leader

- Manager, Customer Relations

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Maintain Council's customer service counter as a central and first point of information on all Council facilities and services.
- Statistics: No of staff trained in quality customer service.
- KPI: Maintain the provision of MyCommunity on-line directory.
- KPI: Maintain the provision of community information related to people with disabilities at the regional libraries.

Strategy

- Supports communication with the Community through a range of formats.

Action

- Supports communication with the Community using a range of electronic formats including a website and Facebook and Twitter accounts.

Disability Inclusion Access Plan 2017-2021

Outcome

- Reduces barriers that prevent access to information, such as limited mobility, poor physical access to services and facilities, people who are housebound.

CSP Theme

- 5.3

Project leader

- Manager Integrated Planning and Communications

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Maintain communication through a range of electronic formats.
- KPI: Continue to work towards Council's compliance with WCAG 2.0 A at <http://www.w3.org/WAI/WCAG20>

Strategy

- Supports communication with the Community through a range of formats.

Action

- Uses webcasting equipment at the Queanbeyan and Bungendore Council Chambers to broadcast Council meetings on-line.
- Recordings or a livestream of the Council meetings can be accessed at webcast.qprc.nsw.gov.au

Outcome

- Increases the accessibility of Council meetings.
- Includes people with disabilities in Council's decision making processes and provides access to information on Council services and facilities.

CSP Theme

- 5.3
- 1.9

Disability Inclusion Access Plan 2017-2021

Project leader

- Manager Integrated Planning and Communications

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: No and % of Council meetings broadcast on-line.

Strategy

- Supports communication with the Community through a range of formats.

Action

- Provides information in printed format through 'The City Life' community newsletter.
- Mails The City Life to the homes of Queanbeyan residents on a quarterly basis.

Outcome

- Improves access to information, such as limited mobility, poor physical access to services and facilities, people who are housebound.

CSP Theme

- 5.3

Project leader

- Manager Integrated Planning and Communications
- Manager Technology Solutions

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Work towards compliance with Guidelines for Producing Clear Print: 2011 Round Table on Information Access for People with Print Disabilities at <http://printdisability.org> guidelines/

Disability Inclusion Access Plan 2017-2021

Strategy

- Delivers a road safety education program for drivers over 65 years of age.

Action

- Delivers a road safety education program for drivers over 65 years on maintaining their licence beyond 75 and 85 years; or transitioning to alternative transport.
- The program includes the impacts of dementia, other health conditions, limited mobility and medications on driving.
- A printed resource is provided on local public and community transport options.

Outcome

- Provides current information on changes to road rules and licensing requirements to drivers over 65 years of age.
- Assists decisions regarding maintaining a license beyond age 65 and making alternative transport arrangements.
- Provides current information on local public and community transport options.

CSP Theme

- 5.4

Project leader

- Manager City Services
- Road Safety Officer

Delivery plan & Resourcing

- Annual Operating Program

KPI's & statistics

- KPI: Road safety education program delivered.

Disability Inclusion Access Plan 2017-2021

HOW COUNCIL WILL BUILD ON WHAT IT IS CURRENTLY DOING

This section presents new strategies or those which will improve or extend the work that Council is already doing to support a diverse and inclusive community.

FOCUS AREA 4: NAVIGATING SYSTEMS AND PROCESSES

Strategy

- Review Council's Corporate Style Guide to embed the principles of and include reference to the Guidelines for Producing Clear Print: 2011 Roundtable on Information Access for People with Print Disabilities.

Action

- Promote the use of the Guidelines for Producing Clear Print to staff that develop community purpose printed materials, by:
 - Embedding the guideline principles within Council's Corporate Style Guide; and
 - Providing a link on the staff intranet to the Guidelines at <http://printdisability.org/>

Outcome

- Enables communication on Council business with people with print disabilities.

CSP Theme

- 5.3

Project leader

- Manager Integrated Planning and Communications

Resourcing Strategies

- 2017-18 Annual Operating Program

KPI's & Statistics

- KPI: Council's Style Guide reviewed and link included to <http://printdisability.org>

Disability Inclusion Access Plan 2017-2021

Strategy

- Review Council's Website and work towards compliance with WCAG 2.0 A at <http://www.w3.org/> WAI/WCAG20

Action

- Review Council's Website and work towards compliance with WCAG 2.0 A at <http://www.w3.org/> WAI/WCAG20

Outcome

- Improves access to information, such as limited mobility, poor physical access to services and facilities, people who are housebound.

CSP Theme

- 5.3

Project leader

- Manager Technology Solutions

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- Work towards compliance with WCAG 2.0 A at <http://www.w3.org/> WAI/WCAG20

Strategy

- Review the Community Satisfaction Survey to incorporate measures of satisfaction with access and inclusion in Council's business.

Action

- Review the Community Satisfaction Survey to incorporate measures of satisfaction with access and inclusion in Council's business

Outcome

- The level of community satisfaction with access and inclusion in key areas of Council business is monitored and used to make improvements.

CSP Theme

- 1.9

Disability Inclusion Access Plan 2017-2021

Project leader

- Manager Community Development

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Community Satisfaction Survey incorporates measures of satisfaction with levels of access and inclusion in key areas of Council business.

Strategy

- Consult with people with disabilities to gather information on their interests and needs for programs and resources at the Queanbeyan, Bungendore and Braidwood libraries.

Action

- Consult with people with disabilities on their needs and interests for library resources and programs.
- Consult through relevant organisations and groups and the broader community.
- Link information from consultations to the library acquisitions program.

Outcome

- People with disabilities are able to access library resources and programs that suit their interests and needs.
- Supports participation in local community life.

CSP Theme

- 5.4
- 1.9

Project leader

- Manager Library

Resourcing Strategies

- 2017-18 conduct engagement
- Annual Operating Program.

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: Maintain a range of accessible resources at the City Library.
- KPI: Community engagement session delivered for people with disabilities to inform the provision of regional library resources and programs.

Strategy

- Produce access maps for Council and the Visitor Centre websites for:
 - Queanbeyan
 - Bungendore
 - Braidwood

Action

- Produce an access map which incorporates a range of accessible services and facilities such as:
 - Public toilets
 - Bus routes and taxi services
 - Parks and playgrounds
 - Cafes and restaurants
 - Health services
- Promote on-line map(s) on Council and Visitor Information Centre websites and Facebook accounts.
- Produce printed versions.

Outcome

- Supports participation in local community life for residents of and visitors to Queanbeyan, Bungendore and Braidwood that have a disability.
- Improves economic activity within Queanbeyan, Bungendore and Braidwood.

CSP Theme

- 5.4

Project leader

- Manager Community Development
- Manager Economic Development

Resourcing Strategies

- 2018-19 Budget bid in 2018-19 operating plan.

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: Access maps produced for Queanbeyan, Bungendore and Braidwood.
- Statistics: No. of hits to webpage.

Strategy

- Modify the road safety education program for drivers over 65 years to include information on mobility scooter use and deliver this to:
 - Targeted disability organisations and services; and
 - The broader community.

Action

- Modify the road safety education program for drivers over 65 years to incorporate information on the rights and responsibilities of pedestrians, mobility scooter users, cyclists and motorists when using footpaths, public spaces and roads.
- Target audiences within the disability community and the broader community.

Outcome

- Encourage cooperation between pedestrians, mobility scooter users, cyclists and motorists when using footpaths, public spaces and roads.

CSP Theme

- 5.4

Project leader

- Manager City Services
- Road Safety Officer

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Education program modified to encompass use of mobility aids and program delivered.

Strategy

- Promote Q City's Local Link Service and 850 Bungendore Service and Valmar Community Transport services on Council's Facebook and Website.

Disability Inclusion Access Plan 2017-2021

Action

- Provide links and promotion on Council's website and Facebook page for:
 - Q City's Local Link Route 840 operates from timetabled locations in the CBD and operates as an on demand service. Travel can be booked from your home to the CBD or elsewhere within the Queanbeyan area.
 - Q City's 850 Service between Bungendore and Queanbeyan.
 - Valmar Community Transport Service.

Outcome

- To enable people with disability to travel independently to services, appointments and facilities.

CSP Theme

- 5.2

Project leader

- Manager Community Development
- Partners: QCity Transit and Valmar Services

Resourcing Strategies

- 2017-18 Update web content.
- Annual operating program.

KPI's & Statistics

KPI: Links included on Council's website and promoted on Facebook.

Strategy

- Advocate to Q City Transport to provide bus services to Braidwood and Captain's Flat.

Action

- Advocate to QCity Transport to provide bus services to Braidwood and Captain's Flat.

Outcome

- To enable people with disability to travel independently to services, appointments and facilities.

Disability Inclusion Access Plan 2017-2021

CSP Theme

- 5.2

Project leader

- Manager Community Development

Resourcing Strategies

Annual Operating Program

KPI's & Statistics

- KPI: Advocacy completed.

Strategy

- Advocate to Valmar Community Transport for an increase community transport services to Bungendore, Braidwood, Captain's Flat and regional localities within the LGA.
- Advocate to the NSW Transport to fund the above additional community transport services.

Action

- Request that Valmar Community Transport increase community transport services to Bungendore, Braidwood and Captain's Flat.
- Advocate to the NSW Transport to fund the above additional community transport services.

Outcome

- To enable people with disability to travel independently to services, appointments and facilities.

CSP Theme

- 5.2

Project leader

- Manager Community Development

Resourcing Strategies

- Annual Operating Program

Disability Inclusion Access Plan 2017-2021

KPI's & Statistics

- KPI: Advocacy completed.

Strategy

- Promote MyCommunity on-line directory for community service information as a central and accessible point of information on community services.

Action

- Promote the MyCommunity Directory annually to residents of the Region and establish links between Council and community association websites and promote in regional community directories and newsletters.

Outcome

- Provides information on community services to people with disabilities.

CSP Theme

5.3

Project leader

- Manager Community Development

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Promotion completed annually.

Strategy

- Request that the National Disability Insurance Scheme (NDIS) Local Area Coordinator, Uniting Queanbeyan, attend local service inter-agency meetings to provide information on the NDIS.

Action

- Request that the National Disability Insurance Scheme (NDIS) Local Area Coordinator Uniting Queanbeyan attend local service inter-agencies (Queanbeyan Agency Network Group and Braidwood Agency Network Group) to provide information on the NDIS.

Disability Inclusion Access Plan 2017-2021

Outcome

Provides information on the National Disability Insurance Scheme (NDIS) to the community services that support people with disabilities.

CSP Theme

- 5.2

Project leader

- Manager Community Development

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Request made to Uniting Queanbeyan Local Area Coordinator for the NDIS to attend QUANG and BANG.
- Statistic: NDIS Local Co-ordinator attendance at QUANG and BANG completed.

Strategy

- Advocate to NSW Health for outreach services to operate from the new Multi-purpose Health Centre at Captain's Flat.

Action

- Advocate to NSW Health for outreach services to operate from the new Multi-purpose Health Centre at Captain's Flat.
- Health services should reflect the needs of older and disabled residents, E.g. community nursing, podiatry, dementia support, diabetes clinic, dental health consultant and a medical script filling service.

Outcome

- Provides access to disability services that are targeted towards the needs of older people with disabilities for the residents of Captain's Flat.
- Decreases travel costs and difficulties with transport arrangements between Captains Flat and Queanbeyan or the ACT.

CSP Theme

- 5.2

Project leader

- Manager Community Development

Disability Inclusion Access Plan 2017-2021

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Advocacy completed.
- Statistics: Number and range of outreach services operating at the Captain's Flat Multi-purpose Health Centre

Strategy

- Inform carers in the Queanbeyan-Palerang Region that they can register with Carers ACT to receive services and support.

Action

- Promote that Carers ACT offers their services and support to carers in the Queanbeyan-Palerang region.
- Promote through disability services, carer support groups and networks, interagency networks and the broader community.

Outcome

- Provides access to services and support for people providing unpaid care to people with disabilities.

CSP Theme

- 5.2

Project leader

- Manager Community Development

Resourcing Strategies

- Annual Operating Program

KPI's & Statistics

- KPI: Carers ACT service promoted to carers in the Queanbeyan-Palerang Region.

Disability Inclusion Access Plan 2017-2021

Monitoring, evaluation and reporting

Section 13 of the Disability Inclusion Act 2014 (DIA), stipulates that Councils in NSW must report on the implementation of their disability inclusion plan within in their Annual Reports and forward a copy of the relevant part of the Annual Report to the Minister.

The NSW Disability Inclusion Action Planning Guidelines for Local Government (2015) pg. 33, state that "Regular monitoring of disability inclusion actions will enable councils to:

- Amend their objectives and actions to reflect achievements and adapt and respond to new inclusion challenges;
- Redirect attention and resources to areas where changes prove difficult to achieve;
- Provide accurate and timely reporting; and
- Demonstrate how their disability inclusion action plans support the goals of the NSW Disability Inclusion Plan

Key performance indicators (KPI's) and sources of data or statistics have been identified by Council staff during the strategy development process. Most of the KPI's are linked to data sets that Council is currently collecting within its integrated planning and annual reporting processes, however some new data will need to be collected. Council conducts a community satisfaction survey, which will be reviewed to incorporate some indicators on satisfaction with access and inclusion.

Section Managers have been identified for each strategy within this Plan as the person who will be responsible for the strategy's implementation, monitoring and reporting. These managers will feed information on the implementation of this Plan into Council's annual reporting process.

Section 14 of the DIA also requires councils to review their disability inclusion action planning process every four years. The development of this Plan aligns with the timeframes for Council's next community strategic plan and delivery plan. The review of this Plan will be incorporated into the development of the community strategic plan and delivery plan in 2021.

Section 12 of the DIA mandates that councils disability inclusion action plans must be readily available to the public. This Plan will be promoted on Council's website and printed copies will be available at the City library and Council customer service counter. A copy will also be provided to the Disability Council of NSW and each of the disability services and organisations listed within the local community service database. The Plan will also be promoted to Council staff and located on the staff intranet as a planning and service delivery resource.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.6

SUPPORT FOR KANGA CUP EVENT

ATTACHMENT 1

KANGA CUP ECONOMIC IMPACT ANALYSIS

Queanbeyan-Palerang Regional Council area



Event impact calculator

The following modelling is based on 1 parent attending the event with child. It is anticipated that approximately 630 players will attend the event and assume that each will have 1 parent attend. The modelling used 630 x \$204 spend per day (which includes all expenditure for their family). The average daily spend figure of \$204 is provided by Destination NSW.

Event Impact Summary

Queanbeyan-Palerang Regional Council area - Kanga Cup - Modelling the effect of \$771,120 from a Sports and Recreation Activities event with Local significance

	Output (\$)	Value-added (\$)	Employment (annual FTE)	Resident Jobs (annual FTE)
Direct impact	662,855	358,297	4.9	--
Industrial impact	225,661	115,140	1.1	--
Consumption impact	79,075	48,038	0.5	--
Total impact on Queanbeyan-Palerang Regional Council area economy	967,590	521,475	6.5	4.7

Source: National Institute of Economic and Industry Research (NIEIR) ©2016. Compiled and presented in economy.id by .id, the population experts. *Note: All \$ values are expressed in 2013-14 base year dollar terms.*

The proposed Kanga Cup event is planned to start on the 02/07/2017 and run for 6 days. It is an event of Local significance and is estimated to attract 630 visitors per day over the 6 days, with an average spend per person per day of \$204. This equals a total visitor spend of \$771,120 attributed to this event. Assuming the event will be held in the Queanbeyan-Palerang Regional Council area, it is calculated to have the following potential impact:

Impact on Output

The total visitor spend of \$771,120 attributed to staging the Kanga Cup would lead to a direct impact on output of \$662,855. This additional direct output from the economy would also lead to an increase in indirect demand for intermediate goods and services across related industry sectors. These indirect industrial impacts (Type 1) are estimated to be an additional \$225,661 in Output.

There would be an additional contribution to the Queanbeyan-Palerang Regional Council area economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in Output of \$79,075.

The combination of all direct, industrial and consumption effects would result in total estimated rise in Output of \$967,590 in the Queanbeyan-Palerang Regional Council area economy.

Impact on Value add and GRP

The impact of an additional of \$771,120 spend to the local economy as a result of running Kanga Cup in the Queanbeyan-Palerang Regional Council area would lead to a corresponding direct increase in Value-added of \$358,297. A further \$115,140 in Value-added would be generated from related intermediate industries.

There would be an additional contribution to the Queanbeyan-Palerang Regional Council area economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in Value-added of \$48,038.

The combination of all direct, industrial and consumption effects would result in an estimated addition in Value-added of \$521,475 in the Queanbeyan-Palerang Regional Council area economy. Value-added by industry represents the industry component of Gross Regional Product (GRP). The impact on the Queanbeyan-Palerang Regional Council area's GRP as a result of staging this event is directly equivalent to the change in Value-added outlined above.

In summary, GRP in the Queanbeyan-Palerang Regional Council area is estimated to increase by \$521,475.

Impact on Employment (jobs, 12mth FTE)

The employment impact of an event is expressed in Full Time Equivalent (FTE) jobs. For example, an event that generates 4 weeks of full time work for 13 people (52 weeks of full time work in total), would have an employment impact equivalent to 1.0 annual FTE job.

The direct addition of \$771,120 spend to the local economy as a result of staging the Kanga Cup event in the Queanbeyan-Palerang Regional Council area is estimated to lead to a corresponding direct increase of employment equivalent to 4.9 annual FTE jobs across a range of industries. From this direct expansion in the economy it is anticipated that there would be flow on effects into other related intermediate industries, creating an additional employment equivalent to 1.1 annual FTE jobs.

This addition of employment in the local economy would lead to a corresponding increase in wages and salaries, a proportion of which would be spent on local goods and services, creating a further increase equivalent to 0.5 annual FTE jobs through consumption impacts.

The combination of all direct, industrial and consumption effects would result in a total estimated increase of employment equivalent to 6.5 annual FTE jobs located in the Queanbeyan-Palerang Regional Council area.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.8	QUEANBEYAN-PALERANG REGIONAL COUNCIL DONATIONS POLICY 2017
ATTACHMENT 1	DRAFT QUEANBEYAN-PALERANG REGIONAL COUNCIL DONATIONS POLICY 2017



Donations Policy

**(for donations under
s.356 of the *Local Government Act 1993*)**

Date policy was adopted:/...../2017
Resolution number:/2017
Next Policy review date:/...../.....
Reference number:

1. OUTCOMES

Under s.356 of the *Local Government Act 1993*, Queanbeyan-Palerang Regional Council (QPRC) may exercise a function by resolution to provide various forms of assistance to the community through grants, donations, non-financial contributions, in-kind donations and sponsorships. This assistance, referred to collectively as donations, provides the community with funding for activities and programs that align with Council's strategic objectives. This policy establishes a framework to guide the provision of consistent funding administration and assessment processes across Council.

2. LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

2.1 Section 356 of the *NSW Local Government Act 1993* states:

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.
- (3) However, public notice is not required if:
 - (a) the financial assistance is part of a specific program, and
 - (b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
 - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.
- (4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.

2.2 Section 610E of the *Local Government Act 1993* states:

1. A council may waive payment of, or reduce, a fee (whether expressed as an actual or a maximum amount) in a particular case if the council is satisfied that the case falls within a category of hardship or any other category in respect of which the council has determined payment should be so waived or reduced.
2. However, a council must not determine a category of cases under this section until it has given public notice of the proposed category in the same way as it is required to give public notice of the amount of a proposed fee under section 610F(2) or (3).

2.3 Section 377 of the *Local Government Act 1993* states, inter alia:

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:

...

 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons.

- 2.4 Under this policy, financial assistance including community grants and the waiving of Council fees and charges is considered as a donation, and provided in accordance with s.356 of the *Local Government Act 1993*.
- 2.5 This policy is to be read in conjunction with the following documents:
- QPRC Code of Conduct,
 - Pricing policies for waste, water and sewerage services,
 - Rental Rebate Policy

3. DEFINITIONS

Donation — a voluntary, freely-given form of financial assistance that meets QPRC's strategic goals and objectives. There are generally no formal conditions or reporting measures placed on recipients of donations other than that the funds are expended within the intent for which they were given.

Grant — a payment made by Council to an independent organisation or individual for a specific purpose or project that demonstrates community benefit and assists in meeting QPRC's strategic goals and objectives. Grants are subject to an application process and are generally equitably distributed among a range of individuals, organisations or groups.

In-kind donation — rather than contribute direct funding, Council may undertake works using its own resources. Such in-kind donations will be costed the same way in which Council's own works are costed, including for labour and plant.

Non-financial contribution — the provision of a Council service, product or facility free of charge or at a subsidised rate. A non-financial contribution may be subject to eligibility criteria and shall meet QPRC's strategic goals and objectives.

Sponsorship — is provided in exchange for a negotiated mutual benefit that meets QPRC's strategic goals and objectives. A sponsorship can be of a financial or non-financial nature.

4. POLICY

- 4.1 Council is committed to providing financial assistance for the development of positive and beneficial projects within the community which address identified strategic objectives in the QPRC Community Strategic Plan, with preference being given to organisations that are based, or have a branch, in the QPRC area.
- 4.2 Council will assess applications and proposals for financial assistance against established criteria and ensure compliance measures are met.
- 4.3 Council will make certain that rigorous processes are in place to ensure consistency, fairness, transparency and accountability. Funded projects will be monitored to ensure the benefit to the community is realised and worthwhile.
- 4.4 Funded projects will be required to provide timelines. Approved requests for financial assistance will require lodgement of evidence to Council that funds have been expended for the purpose for which the funds were approved.
- 4.5 All Council employees, Councillors or Committee members must declare any conflict of interest in assessing any application or proposal for funds, in accordance with the QPRC Code of Conduct.

4.6 Council provides financial assistance within three categories:

4.6.1 **Category 'A' Funding – general assistance**

- (a) The relief of poverty, hardship or provision of assistance to the less advantaged 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.

4.6.2 **Category 'B' Funding – hire/lease fees**

Financial assistance 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).

4.6.3 **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 will consider the waiving of fees and charges for not-for-profit community organisations, sporting and recreation bodies 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).
- (c) 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. Organisations may apply under the Annual Grants Program for a donation to cover these costs.

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

5. PROCESS

Category A funding – Annual Grants Program

- 5.1 Council may determine that the Annual Grants Program for any given year will be directed towards particular outcomes, but the emphasis will always be towards supporting the community's aspirations as articulated in the QPRC Community Strategic Plan.
- 5.2 Applications will only be considered for one-off expenditure in the financial year in which the costs occur.
- 5.3 Applications will be sought through advertising in local media, social media, Council's website and Engagement HQ following the allocation of funds, this being typically through the adoption of Council's Operational Plan in June each year. Applications are to be made on the relevant form (**Schedule 3**), and address all criteria outlined in the Annual Grants Program guidelines for that year.

- 5.4 All applications must be received by the advertised closing date on the relevant application form with supporting documentation, rather than on an ad hoc basis.
- 5.5 Notwithstanding Clause 5.4, Council may consider applications outside the funding round if the applicants are able to demonstrate that the purpose for which they are seeking the donation was not foreseen at the time of the Annual Grants Program round.
- 5.6 Should any applications be received in accordance with Clause 5.5, consideration of the applications will be dependent on any funds being available following allocation from the current round, and will require a resolution from Council regarding the assessment of the applications.
- 5.7 Any request for financial assistance outside the Annual Grants Program must address the criteria detailed in the guidelines, and be submitted on the relevant application form.
- 5.8 Applications will be assessed in accordance with the current guidelines, criteria and budget allocations by a panel of staff nominated by the General Manager. The panel will prepare recommendations for funding to the next available ordinary meeting of Council. All approved fees and charges to be waived will be in the form of a donation and paid by Council on behalf of the organisation.

Category B funding

- 5.9 Requests for the waiving of hire/lease fees of Council facilities should be in writing addressed to Council's General Manager. When making requests, applicants need to clearly outline how the event will benefit the QPRC community.
- 5.10 When submitting an application, applicants should ensure that:
 - (a) bookings are confirmed;
 - (b) a copy of the facility's "Hire Agreement" including a quote for the cost of hire is submitted with the application;
 - (c) once the hire agreement is in place and the donation amount has been awarded, any variation to the hours of hire that may affect the total donation provided, is to be reported to Council as soon as possible. For example, if the hours are reduced, the donation amount will reduce proportionately. If the hours increase, full hire charges will apply for the additional hours.
- 5.11 The following criteria will be applied in assessing these requests:
 - (a) the purpose of the donation;
 - (b) the request's alignment with Council's Community Strategic Plan and Delivery Plan;
 - (c) any previous donations and support provided to the applicant by Council;
 - (d) the amount requested;
 - (e) the applicant's access to alternative sources of funding, including the ability to raise general income from usage of the facility,
 - (f) Council's annual budget allowance.
- 5.12 Waiving of fees and charges for ongoing usage or events will not be considered unless negotiated in a service level agreement with Council.

Category C funding

- 5.11 Standing donations of rates and annual charges within Category C funding (see **Schedule 1**) will be processed at the time of the levy of the annual rates and charges notices. A letter will be issued to the recipient organisation notifying them of Council's donation.
- 5.12 Any increase in standing donations, other than for rates or annual charges, is limited to the statutory rate pegging limit. Any request for an increase above this limit is to be referred to Council for consideration.
- 5.13 All requests from not-for-profit community organisations, sporting and recreation bodies and s.355 committees for the waiving of development application fees should be in writing and addressed to Council's General Manager.
- 5.14 All requests should consider the criteria below when outlining the reasons for waiving of fees, and be submitted prior to the lodgement of the development application:
- (a) the proposed improvements are to be constructed on land owned by or vested in Council, OR
 - (b) where the improvements are to be constructed on freehold land by a not-for-profit community, sporting or recreation body, Council may consider the waiving of applicable fees and charges where a community benefit will be provided by the construction of the facility.

In addition, the facility:

- (c) is to be freely accessible by all sectors of the community;
 - (d) must satisfy a need that has been previously identified in the community;
 - (e) is in accordance with plans of management or a sporting or recreational strategy adopted by Council; and
 - (f) is designed for multi-use purposes.
- 5.15 Council will not consider waiving development application fees if the proposed works are for commercial purposes, e.g. for the development of land for commercial sale or the undertaking of a commercial enterprise or commercial activity regardless of the charitable status of the organisation.

6. REVIEW

This policy is a local policy and accordingly will be automatically revoked 12 months after the declaration of the pool for the next NSW general local government election, unless revoked sooner by Council. [**Note:** automatic revocation of this policy is provided for under s.165(4) of the *Local Government Act 1993*. The next general local government election is scheduled to be held in September 2017].

This policy may be reviewed and updated as necessary if:

- (a) legislation requires it, or
- (b) Council's functions, structure or activities change.

Schedule 1

S1.1 Annual Donations

Council will make annual donations as follows:

1. Public schools located within the Queanbeyan-Palerang Regional Council Local Government Area for their annual prize giving/speech day ceremonies, to be increased by the annual rate peg amount, rounded up to the nearest \$5.00 starting from \$100.00 donated in 2016/17.
2. A donation equivalent to the ordinary rates levied for the year to the following organisations and facilities located within the Queanbeyan-Palerang Regional Council Local Government Area:
 - (a) Any Scouts Australia group
 - (b) Braidwood & District Historical Society
 - (c) Braidwood Show Society
 - (d) Any Country Women's Association branch
 - (e) Any service club including Lions and Rotary
 - (f) Any registered pre-school
 - (g) Bungendore War Memorial Hall
 - (h) Araluen Community Hall
 - (i) Charleys Forest Community Hall
 - (j) Gundillion Community Hall
 - (k) Majors Creek Community Hall
 - (l) Nerriga Community Hall
 - (m) Any men's shed registered with the Australian Association of Men's Sheds

NOTE: The Captains Flat Community Hall, Queanbeyan halls and community centres are under Council's control.

S1.2 Cemetery Plots

Council will make a donation equivalent to 50% of the cost of a plot within one of Council's cemeteries for children aged 18 years and under, of current Queanbeyan-Palerang Regional Council staff members who have worked with Council or its two predecessor Councils for more than 12 months.

Schedule 2

S2.1 Development applications and associated charges

All fees and charges associated with lodging a development application are:

Council fees:

- Development application
- Local Approval applications (there are a several of these e.g. water/sewer, on-site sewerage management, solid fuel heater, manufactured homes and associated structures)
- Construction Certificate application
- Inspection fees – mandatory
- Inspection fees – construction
- Re-inspection fees
- Inspection fees – surveillance
- Fee to lodge 'Notice to Commence and Appointment of a Principal Certifying Authority'
- Fee to lodge 'Notice of Work for Plumbing and Drainage'
- Water and / or sewer connection application
- Section 138 application
- Advertising fee
- Integrated development referral fee
- Issue of rural address number
- Section 94 contributions
- Section 64 contributions

State Government fees:

- Plan First Levy – applicable on all building works over \$50,000
- Long Service Levy – applicable on all building works \$25,000 and over

Schedule 3

S1.1 Annual Grants Program – Application Form



Annual Grants Program Application Form

Applications close: *[date]*

Privacy Management

Information provided in this form is required in order to process the application. Provision of the information is voluntary; however, if insufficient information is provided, support for the application will be difficult when considering competing requests.

LODGING THE COMPLETED APPLICATION

There are three lodgement options available:

- | | |
|--|--|
| 1. Hand-delivered to Council Chambers
263 Crawford St, Queanbeyan
10 Majara Street, Bungendore or
144 Wallace Street, Braidwood | 2. Post
The General Manager
PO Box 90
QUEANBEYAN NSW 2620 |
| 3. Email
records@qprc.nsw.gov.au | |

NB: Applications must be clearly marked 'Annual Grants Program *[year]*'.

For further information or assistance with this application please contact Council's Office

Telephone: 02 6285 6000

GUIDELINES FOR APPROVAL OF COUNCIL DONATIONS

Council's donations generally do not apply to individuals however in certain circumstances donations may be approved. Council's donations policy, and a copy of this application form, can be viewed at *[insert link]*

In allocating funds, Council will give consideration to the nature of the request, the proposed beneficiaries, any recent donations to each applicant, alternative funding sources and equity of support across the local government area.

An application for financial assistance would be enhanced by supporting financial reports i.e. annual financial statements, auditor's reports, recent bank statements, or references from qualified accountants, auditors or financial advisors. Any such reports and documents will be used strictly for assessing financial status of the applicant and kept in strict confidence.

TYPE OF ORGANISATION / CONTACT DETAILS

Name of organisation/group: _____

Postal address: _____

Primary purposes and activities of organisation: _____

Number of members: _____

Property No. _____

Names of primary office-bearers: (President/Treasurer/Secretary) _____

Contact person for this application: _____

Ph _____ Mob _____ Fax _____

Email _____

Is the group/organisation GST Registered? ☐ Yes ☐ No ☐ Exempt
(if yes provide ABN): _____

Is the group/organisation not-for-profit? ☐ Yes ☐ No

FINANCES

Briefly describe why you need financial assistance from Council i.e: what financial resources are available to you and why they are not sufficient for this matter.

QUEANBEYAN- PALERANG REGIONAL COUNCIL

Council Meeting Attachment

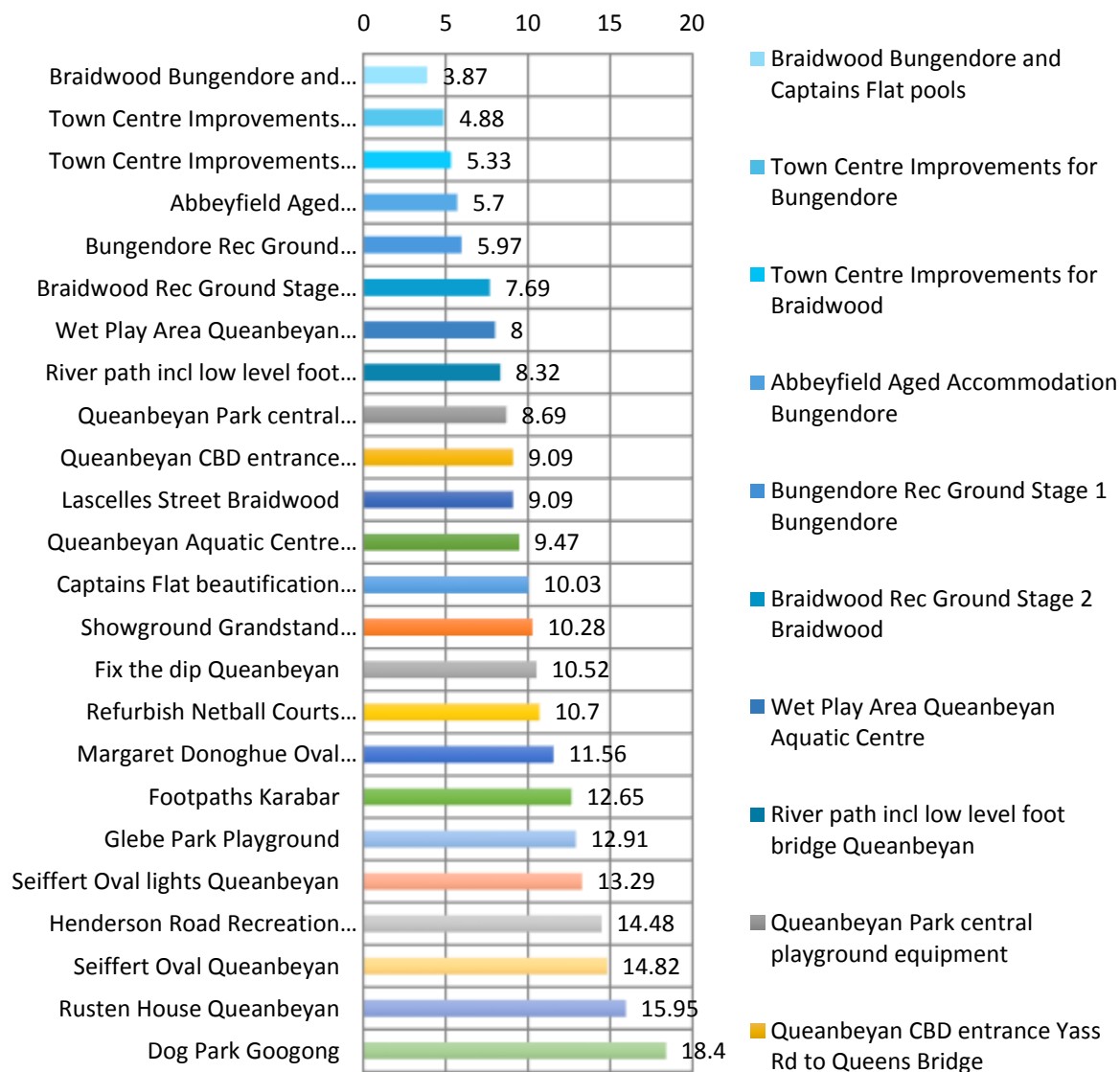
22 MARCH 2017

ITEM 8.9 STRONGER COMMUNITIES FUND -
MAJOR INFRASTRUCTURE
PROJECTS

ATTACHMENT 1 SCF - COMMUNITY RANKINGS

Community Rankings – SCF Infrastructure Projects

Please rank the projects You can rank all the projects or your top five



QUEANBEYAN- PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.9 STRONGER COMMUNITIES FUND -
MAJOR INFRASTRUCTURE
PROJECTS

ATTACHMENT 2 LIST OF APPROVED PROJECTS

Community Facilities & Infrastructure Projects:

Committed in first round Various	\$281,543
Araluen s.355 (previously committed) Araluen	\$15,000
Eastern Pools (previously committed) Braidwood, Bungendore & Captains Flat	\$400,000
Town Centre Improvements Braidwood	\$500,000
Town Centre Improvements Bungendore	\$500,000
Rusten House Queanbeyan	\$550,000
Abbeyfield Aged Accommodation Bungendore	\$500,000
Dog Park Googong	\$125,000
Refurbish Netball Courts Karabar	\$175,000
Wet Play Area Queanbeyan Aquatic Centre	\$450,000
Showground Grandstand Queanbeyan	\$350,000
Seiffert Oval Lights Queanbeyan	\$200,000
BWD Rec Ground Stage 2 Braidwood	\$300,000
BGD Rec Ground Stage 1 Bungendore	\$1,500,000
River path incl. low level foot bridge Queanbeyan	\$760,000
Streetscape improvements, commercial precinct Karabar	\$46,000
Queanbeyan Park central playground equipment Queanbeyan	\$250,000
Glebe Park Playground Queanbeyan	\$90,000
Henderson Road Recreation Area Queanbeyan	\$125,000
Aquatic Centre – paint and restore domes and archway Queanbeyan	\$150,000
Seiffert Oval spectator entrance improvements Queanbeyan	\$200,000
Upgraded community facilities Captains Flat	\$100,000
Lascelles Street upgrade Braidwood	\$800,000
Upgrade Lighting Margaret Donohue Oval Queanbeyan	\$200,000
Queens Bridge approach enhancement from Yass Road Queanbeyan	\$200,000
Contribution to water storage infrastructure, Braidwood Servicemen's Club and Braidwood community facilities	\$ 45,000
	\$8,812,543

QUEANBEYAN- PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.10

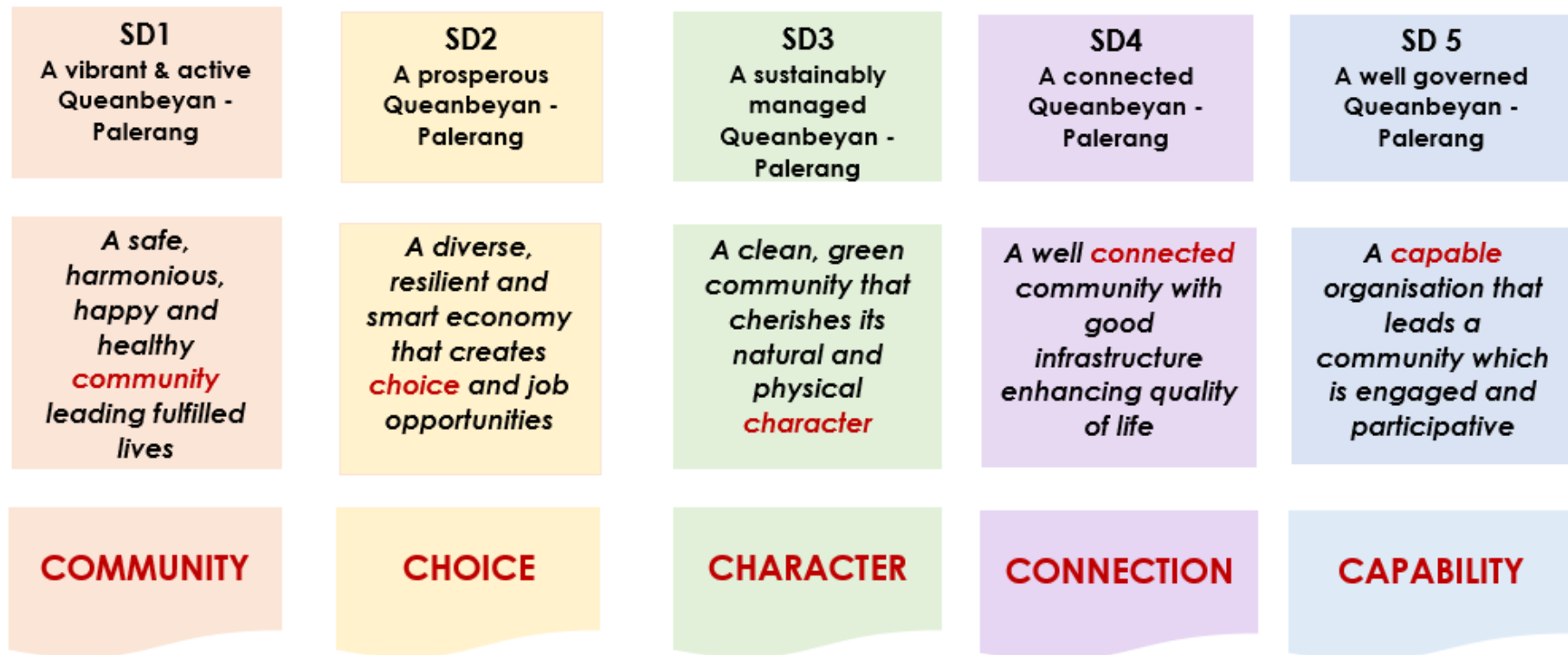
STRATEGIC DIRECTIONS

ATTACHMENT 1

STRATEGIC DIRECTIONS

Stronger Councils Mission:

delivers results for its community, builds successful partnerships, and has the leadership, culture, people and capabilities to make this happen



QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 8.10

STRATEGIC DIRECTIONS

ATTACHMENT 2

DRAFT STATEMENT OF STRATEGIC DIRECTIONS -
DISCUSSION PAPER

Placeholder for Attachment 2

Strategic Directions

Draft Statement of Strategic Directions - Discussion Paper

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 9.3

ROYALLA COMMON S.355 COMMITTEE MINUTES

ATTACHMENT 1

MINUTES OF ROYALLA COMMON S.355 COMMITTEE
MEETING HELD ON 31 OCTOBER 2016

ROYALLA Common s.355 Committee

Minutes of Meeting 52

Monday 31 October 16, 94 Redbox Place Royalla.

Meeting Start : 1915

1. **Attendees:** Helen Alexander, Paul Bombardier, Maryke Booth, Cathy Rossiter, Dave Rossiter, Steve Wilson, Michael Kitchen.
2. **Apologies:** Brendon Robinson
3. **Confirmation of Minutes;** The minutes of the 50th Meeting held 28 September were confirmed. Moved Cathy Seconded Steve
4. **Correspondence;** The list of correspondence for the month is attached.
5. **Chair Report;** The Chair Paul Bombardier reported:

"Great news to end the month, QPRC media release of 26/10/2016, we were successful with our grant application. Great work Cathy in putting the application together. We now move another step forward on the hall development. The past month has seen much work behind the scene on the hall with a meeting with council attended by Cathy, Dave and myself to review progress on the hall in particular the current financial position. It appears that work to date has come in under the budget estimates but we haven't seen any detail figures. . We received assurance that a written report will be prepared for presentation to the Committee. One item raised by Council is that we must use council security locks on hall doors and not the combination locks we discussed at our last meeting. Thanks to hard work by Brendan the big timber post for the verandah are on site and will be installed in the next couple of weeks. They will look really good when installed.

Another successful Working Bee was held on 9 October with a good turnout from the community, bulbs and trees were planted, pallet pile was relocated , gravel was spread around the hall and mowing was carried out.

I have been involved with planning an 'Open Hall' evening on 19 November when the RCA is holding its Christmas party. The idea is to provide tours of the hall for interested community members when they attend the Christmas party. This will give community members a view of the facilities at the hall that they may want to use in the future.

As Chair I have attended the following:

- ☐ 9 October - Attended Working Bee.
- ☐ 13 October - Attended meeting at Council with Dave and Cathy.
- ☐ 16 October - Meeting with Cathy and Dave to review water tank options.
- ☐ 21 October - Meeting with Helen and Elm Grove wedding party No 1.
- ☐ 22 October - Meeting with Helen and Elm Grove wedding party No 2.

Four afternoons with Dave installing roof tie down strapping and setting out water tank location."

6. **Treasurers Report.** Steve Wilson advised that the date of the meeting there was \$17327.47 in the bank.

The Treasurers Report was accepted. A copy of the bank statement is attached.

7. **General Business.**

a. **Progress on the Hall.**

- 1). Windows: Windows have been installed.

2). Eaves: Eaves are still to be completed. Mini orb is to be used. Quotes for the installation are being sought in two parts, the carpentry and the metal work. On 11 October at a meeting with QPRC, to update them on progress, advice was provided by Council that in future they may need to seek 3 quotes for any work/item above \$1500, (not \$10K as with the previous Palerang Council).

3). Doors: QPRC will provide external doors and locks, (from S355 monies), direct. There is no need for quotations. Lock up cannot be completed until windows, and external doors have been completed. Door frames are included in the window package.

4). Electrical: An NMI has been purchased, in order to access design data for the existing electrical infrastructure run by Essential Energy. Power cannot be taken from the existing mini pillars along Valley drive, (they are already fully utilised). On 14 Oct 2016, Gasniers Electrical quoted \$34254.85 to install the electrical connection, including a 63KVA transformer and under bore Royalla Drive. However, in view of the QPRC requirement 3 new quotes may be required. On 17 October Paul, Brendon and Dave met with the QPCR Snr Engr to discuss details.

5). Water Tank/s: One steel/metal water tank of 40,000ltrs is to be installed, (this is a QPRC requirement). Paul and David have identified where this tank is to be located.

6). Quotes will be obtained for the external stone work, including advice on how the stone work and metal walls are joined and sealed. Paul provided 2 names of stone masons and Trevor will provide an additional name.

9. **Grants.**

- 1). The application for a Queanbeyan- Palerang Community Grant 2016 submitted by Cathy Rossiter has been approved. The grant for \$32168 is for components of Stage 2 including Gyprock for walls and ceilings, slow combustion heater, reverse cycle air conditioning and electrical services and painting. QPRC will send a letter confirming the grant. The RFC application has also been approved.

2). Maryke raised the matter of other grants and suggested that we should be looking at some of those organizations again who have provided grants in the past.

Action: Cathy.

3. To date grants received and income received are;

Palerang C Section94 funds	\$202K
Southern Phone	\$7K
Veolia Mulwaree Trust.	\$48K
Commonwealth Govt	\$10K
QPRC Revenue	\$12K
QPRC Community Grant	\$32K

10. Website/Face Book Page.

Helen advised some small changes had been made. The Chair asked that all committee members look at the site and provide feed back.

Action

Helen

11. Donations.

- a. Helen took details of the time committee members had donated over the last month for the Assets record. Donated hours. Maryke 3.5, Cathy 4, Paul 38, Steve 2, Michael 10.25, Dave 21, Helen 15,

12. Art Work

It was suggested that Sally Wilson could be contacted to see if she would be interested in preparing a sketch for the treatment of the pallet wall in the hall. Paul to contact to see if she would consider this.

Action

Paul

13. Events.

14.

- a). Helen confirmed that the next Working Bee would be on the 6th of November at the Common.
b). The Ladies Fire preparation day will not proceed due to the number of other local and regional events that are on that day.

Action Helen.

14 Funding Priorities.

- a. Funds allocated to date:
\$10,000. Working Capital for the Hall.
\$200. Incidentals and meals during construction.
\$150. Car park bunting.

14. Country Fair report

Steve advised that the Royalla Country Fair will happen, 19 March 2017.

15. Any Other Business.

1) QPRC Maintenance Responsibilities. Paul has written to the administrator of QPRC, Tim Overall, in regard to major maintenance tasks that need to be carried out at the Common that are beyond the professional skills and ability of community volunteers and need Council's assistance in undertaking. Tasks include:

- Mowing of more than 10ha of grass area.
- Weed spraying of grass and elm grove areas.
- Tree surgery to 2ha of significant elm trees.
- Chipping of fallen trees and branches.

Tim has referred the matter to Tim Geyer QPRC Manager Parks and Recreation, and we wait a response

2). Vehicle access outside the car park area need to be controlled. Paul suggested installing bunting to keep cars, except service vehicles, off grass areas.

3). Rough Lay-Out Plan of hall kitchen. The meeting agreed that Cathy and Helen would work on a rough-layout 'plan out' of the hall kitchen. Three quotes may be needed for the kitchen fit out.

4). Open House- RCA Xmas Party. The s355 will be hosting 'Open Hall' tours on that evening to inform interested community members of hall construction progress and the facilities that will soon be available to them.

11. Next Meeting: 7 December, at Michael's home, 80 Southfork Place Royalla

12.Meeting Closure: 8.45pm

Royalla s355 Committee Correspondence

Oct

2016

SENT

NO	DATE	FROM	TO	SUBJECT	REMARKS
1	1 Oct 16	Secretary	QPRC	Minutes of S355 49 th Meeting	
2	4 Oct 16	Helen Alexander	RCA	Common Xmas Booking	
3	19 Oct 16	Chair	QPRC Administrator	Common Maintenance tasks	
4	26 Oct 16	Chair	QPRC Rod Stewart	Funds Spent and Committed	
5	27 Oct 16	Chair	RCA	RCA Xmas function and the open hall	

RECEIVED

NO	DATE	FROM	TO	SUBJECT	REMARKS
1	4 Oct 16	QPRC	Secretary	Minutes of S355 49 th Meeting	

From: Bendigo Bank

2/2

O Bendigo Bank Transaction History

Customer Name: ROYALLA RESERVE MANAGEMENT COMMITTEE Date:

30/10/16 Customer/Ledger Number: 0030828487/1601 From: 28/09/16

To: 01/10/16

Date Balance

28109116 PAY ANYONE ROYALLA COUNTRY FA

ROYALLA COUNTRY FAI 0110459377 50.00 17,327.47

01/10/16 INTEREST 0.00 17,327.47

Page 1 of 1

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 9.3

ROYALLA COMMON S.355 COMMITTEE MINUTES

ATTACHMENT 2

MINUTES OF ROYALLA COMMON S.355 COMMITTEE
MEETING HELD ON 7 DECEMBER 2016

ROYALLA Common s.355 Committee

Minutes of Meeting 52

Monday 7 Dec 2016, 80 Southfork Place Royalla

Meeting Start: 1915

1. **Attendees:** Helen Alexander, Paul Bombardier, , Cathy Rossiter, Dave Rossiter, Steve Wilson, Michael Kitchen.
2. **Apologies:** Brendon Robinson, Maryke Booth.
3. **Confirmation of Minutes;** The minutes of the 51th Meeting held 31 Oct. were confirmed. Moved Cathy Rossiter, Seconded Steve Wilson.
4. **Correspondence;** The list of correspondence for the month was circulated and is attached is attached.
5. **Chair Report;** The Chair Paul Bombardier reported:

Chair Activities October 2016 meeting to December 2016 meeting.

The Building Communities Grant which QPRC media release of 26/10/2016 indicated we were successful has been delayed as Council has requested additional information as our request was over \$20,000. Cathy continues to work on this. There has been little work on the hall this past month but the footings and timber post for the verandah have been installed, thanks to hard work by Brendan. The next phase of the work will be the under eaves treatment and wall cladding.

Another successful Working Bee was held on 6 November with a good turnout from the community. Mowing, path sweeping and a general clean up of the Elm Grove was carried out preparation for the two November weddings and the RCA Christmas Party. Topsoil was spread to the remaining areas needing grassing, seed was sown and mulch spread.

The 'Open Hall' evening on 19 November was well attended by a flow of people attending RCA Christmas Party who were guided through the hall by Michael, Cathy, Dave and me. We had a visit from former Palerang Mayor Pete Harrison and the QPRC Administrator Tim Overall and his wife Nicole. They were all impressed with spaces provided in the Hall and quality of work being done. Tim and Nicole were given a lengthy tour of the Elm Grove. Nicole expressed an interest in using the Elm Grove as part of the Ghost Tours she runs in Queanbeyan, Following approaches to the QPRC Administrator and the QPRC Manager of Parks and Recreation I received assurance that Council staff would assist with maintenance of the Common. I had follow up meetings on site with Parks and Garden horticulturalist who agreed to do mowing at the Common on a regular basis as part of their country mowing at Fernleigh and Burra.

While QPRC do not have a tree surgery crew and they use contractors for this work they will look at funding tree surgery work at the Common if quotes are obtained. I

have prepared documents and distributed these to four tree surgeon contractors, attended site information sessions and will receive quotes on December 12 for review for passing on to QPRC for action. QPRC does not have available time for their weed spraying crew to work at the common but will provide their equipment on a weekend if we can provide someone with a Chem Certificate to do the work. This will need consideration.

We now have a Common container on site for our use thanks to the efforts of Helen and Robert.

As Chair, I attended the following:

6 November - Attended Working Bee.

6 November - Meeting with Cathy and Dave to review hall funding.

6 November Meeting with Helen to discuss promotion of Hall Tour.

9 November Attended QPRC Community Meeting at Queanbeyan.

12 November Attended wedding at Common.

13 November - Delivered flyers for Hall Tours and Christmas Party.

17 November - Meeting on site with Jason and Sean, QPRC Parks and Recreation, to review mowing and tree surgery work at the Common.

19 November - Attended Hall Tours and Christmas party.

24 November - prepared documents for quotes for tree surgery at the Common and organised site inspections for 4 contractors.

As this will be the last report for 2016 I thank the Committee for their support and hard work during the year. We have made significant progress through 2016 at the Common and Hall and I look forward to working with you during the coming year

6. **Treasurers Report.** Steve Wilson advised that the date of the meeting there was \$16927.40 in the bank.

The Treasurers Report was accepted. A copy of the bank statement is attached. Moved Michael Kitchen, Seconded Helen Alexander.

7. **General Business.**

a. **Progress on the Hall.**

1). Dave presented a detailed report on the Construction Packages costings. There was much discussion on the report, which in summary indicates that to date funds received is \$277K, plus the recently approved QPRC Community grant of \$32K, for a total of \$309K.

Total commitment to date is \$166K. This leaves a balance of \$142K available to commit to works to continue the construction of the Hall.

2). Electrical Grid Connection: On 14 Oct 2016, Gasniers Electrical quoted \$34254.85 to install the electrical connection, including a 63KVA transformer and under bore Royalla Drive. This quote has now been accepted by QPRC, (This amount is included in the above).

3). Building Electrical: Previous interest from Brindabella Electrical in regard to supply of material is to be followed up by Dave.

Action: Dave

4). Water Tank/s: One steel/metal water tank of 40,000ltrs is to be installed, (this is a QPRC requirement). The committee has received inquiry in regard to a cement water tank from ACT Concrete Water Tanks Pty Ltd. It was agreed that Paul would follow this up, while David sort firm quotes for metal tanks from known suppliers.

Action: Paul and David

5). Quotes are yet obtained for the external stone work, including advice on how the stone work and metal walls are joined and sealed. Paul has provided 2 names of stone masons and Trevor will provide an additional name.

Action Paul

b.Grants.

1). Cathy advised that QPRC has requested more information in regard to the community grant already approved.

Action: Cathy

2). Maryke raised in previous meetings the matter of other grants and suggested that we should be looking at some of those organizations again who have provided grants in the past. After discussion it was agreed that this will be deferred to the first half of next year.

Action: Cathy.

3). To date grants received and income received are;

Palerang C Section94 funds	\$202K
Southern Phone	\$4K
Veolia Mulwaree Trust.	\$48K
Commonwealth Govt	\$10K
QPRC Revenue	\$12K
QPRC Community Grant	\$32K

c. Website/Face Book Page.

Helen advised some small changes had been made. The Chair and Deputy Chair will look at when they have the opportunity and meet with Steve Darcy to update.

Action: Ongoing

d. Donations.

Helen took details of the time committee members had donated over the last month for the Assets record and passed to Steve. Steve has a record of items donated.

Action: Ongoing

e. Art Work

Paul has contacted Sally, Linton and Sam Wilson to be involved preparing a sketch/design for the pallet wall in the hall. Action in the early part of the new year. Michael is collecting some pallets and Maryke has other for Michael to look at them.

Action Paul/Michael

f. Events.

a). Helen advised that she had received a booking request for the Common for 7 March 2017, from Clean Up Australia.

a). After discussion, it was agreed that the next working bee would be on the 21st of January at the Common, 8:00 to 11:00.

Action Helen.

14. Funding Priorities.

a. Funds allocated to date:

\$10,000. Working Capital for the Hall.

\$200. Incidentals and meals during construction.

15. Country Fair report

The Royalla Country Fair will be on the 19 March 2017.

16. Any Other Business.

QPRC Maintenance Responsibilities.

a. Mowing of more than 10ha of grass area. A crew from QPRC mowed a large area of the Common during November. The Chair has asked QPRC to advise if the mowing of the Common can be included on the mowing schedule.

Action Paul

b). Tree Surgery. QPRC do not have a tree surgery crew and they use contractors for this work they will look at funding tree surgery work at the Common if quotes are obtained. Paul has prepared documents and distributed these to four tree surgeon contractors. Quotes should be received by December 12 for review prior forwarding to QPRC for action.

Action Paul

c). Weed Spraying. QPRC does not have available time for their weed spraying crew to work at the common but will provide their equipment on a weekend if we can provide someone with the appropriate Chem Certificate to do the work. This will need further consideration.

Action Paul

d). Rough Lay-Out Plan of hall kitchen. The previous meeting agreed that Cathy and Helen would work on a rough-layout 'plan out' of the hall kitchen early in the new year. Kitchen will need to go to quotes and need to involve M&M Kitchens who have done a initial rough sketch..

Action Ongoing

11. Next Meeting: The next meeting time was not set. Our of secession discussion decided that the next meeting will be held on January 23, 7:00pm , at Cathy and Dave's place 410 Royalla Drive

12.Meeting Closure: 2130

Royalla s355 Committee Correspondence Nov 2016

SENT

NO	DATE	FROM	TO	SUBJECT	REMARKS
1	3 Nov 16	Chair	QPRC Stewart	Royalla Hall Financial Position	
2	3 Nov 16	Chair	RCA QPRC Stewart	Royalla Hall Financial Position	
3	8 Nov 16	Secretary	QPRC	S355 Minutes	
4	11 Nov 16	D/Chair/Events	Royalla	Working Bee Oct 9	
5	13 Nov 16	Chair	QPRC Jason Robinson	Royalla Common Maintenance	
6	20 Nov 16	D/Chair/Events	RCA	Xmas Party	
7	24 Nov 16	Chair	Canopy Tree Experts	Elm Grove Tree Surgery	
8	24 Nov 16	Chair	Gold Leaf Tree Services	Elm Grove Tree Surgery	
9	24 Nov 16	Chair	Tree Works	Elm Grove Tree Surgery	
10	1 Dec	D/Chair/Events	V Goodman	Bond Return	
11	2 Dec 16	D/Chair	Annie RCA	Water Tanks	
12	2 Dec 16	Chair	QPRC Rod Stewart	Royalla Survey	

RECEIVED

NO	DATE	FROM	TO	SUBJECT	REMARKS
1	3 Nov 16	QPRC Rod Stewart	Chair	Royalla Hall Financial Position	
2	3 Nov 16	QPRC Rod Stewart	Chair	Royalla Hall Financial Position	
3	8 Nov 16	QPRC	Secretary	S355 Minutes	
4	14 Nov 16	QPRC Jason Robinson	Chair	Royalla Common Maintenance	
5	30 Nov 16	QPRC Rod Stewart	Chair	Royalla Survey	
6	1 Dec 16	Annie RCA	Helen Alexander	Water Tanks	Forwarded from ACT Concrete Water Tanks Pty Ltd

QUEANBEYAN- PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 9.4 BRAIDWOOD SHOWGROUND
RESERVE TRUST S.355 COMMITTEE
MINUTES

ATTACHMENT 1 MINUTES OF THE BRAIDWOOD
SHOWGROUND RESERVE TRUST
S.355 COMMITTEE MEETING HELD
ON 15 NOVEMBER 2016

1.0	Welcome		
2.0	Meeting open	1935 hrs	
3.0	Present	Ian Laurie, Melanie Cochrane, Trish Young, Terry Hart, Joan Webb, Kerrie Webb, Ken Thomas, Grant Coe.	
4.0	Apologies	Louise Halligan, Nick Black	
5.0	Acceptance of Minutes	Minutes 26/7/16 Moved: Melanie Cochrane Seconded: Kerrie Webb	
6.0	Business Arising from Minutes:		
6.1	Showground Signs	One more sign required near ticket office	JW
6.2	Water	6.2.1 – guttering to be directed into large tank & leaking roof in hall to be fixed – <i>in progress</i> 6.2.2 – leak in large tank repaired; now need to wait until water levels drop to see if still leaking – <i>in progress</i>	TY TH
6.3	Work Health & Safety	6.3.1 - portable defibrillator to be acquired for pavilion, now waiting on letter <i>in progress</i>	JW
6.4	Working Bee items	6.4.1 – signs to be erected outside toilet doors – <i>completed</i> 6.4.2 – instructions for kitchen & lighting - <i>completed</i> 6.4.3 – fire extinguisher to be tagged, kitchen ext. to be mounted – <i>ongoing need to check legislative requirements prior to swapping extinguishers</i> 6.4.4 – clean up after each event, signage & manure sites – <i>ongoing, suggestion that a trailer be arranged and centrally located at events, provision of wheelbarrow with trailer, manure to be piled up and/or placed into trailer. Trish to make contact with person who wants manure.</i>	MC KT QPRC/KW TY
6.5	QPRC Grant applications	\$ 100,000 available from QPRC. total amount applied for from all user groups total \$ 139,000. Recommended that each user group go back to their group meeting and review quotes/priorities in an attempt to reduce costs so all areas can be covered by available funding. Agreed Priorities: 6.5.1 Pavilion toilets/ramp access – need to ask S. Orford to review quote 6.5.2 Mower – quote from Baylden Ag discussed. Kerry to talk to S. Bevege who already has the same type and see what his recommendation is. Motion ‘ s.355 committee agrees to purchase recommended mower’, Moved Joan; Sec. Ian. All in favour. Pony Club offered storage for mower in clubhouse if other suitable storage is not available. 6.5.3 Front fence replacement – to be discussed further	User groups TY KW

		<p>6.5.4 Installation of blade hand-dryers – quote of \$1940 per item for supply & installation of hand-dryers by Palerang Power. Discussed</p> <p>Motion moved, 'Melanie to arrange with Paddy Bell (PP), to supply & install 3 x blade hand-dryers at \$1940ea. Moved Joan; Seconded Grant. All in favour</p> <p>6.5.5 Coolroom at pavilion. Discussed. Recommended that Ken T & Terry H further investigate available coolrooms and costings.</p> <p>6.5.6 Rodeo chutes. Discussed.</p> <p>Motion moved. 's.355 committee will payout the Rodeo chutes@ \$9,000 & rodeo will reimburse the same amount to s.355 committee when grant monies come through. Moved Terry, Seconded Kerrie. All in favour.</p>	<p>MC</p> <p>KT, TH</p> <p>MC</p>
6.6	Rodeo Arena relocation	Rodeo committee trying to arrange a date for moving and will give consideration to the fitting in of Polocrosse field prior to relocating – in progress	Rodeo committee
6.7	Sheep on showground	Show society has written to Central school P & C advising that there has been a request from the Braidwood Showground s.355 committee that permission be withdrawn for the sheep to have grazing rights at showground. P & C also advised that Show society has agreed with Polocrosse re: the need to rejuvenate the back paddock. Sheep will need to vacate showground by end of September (30/9/2016) <i>Completed</i> – all sheep have vacated	KT
6.8	Rejuvenation of Showground Ring	Agreed that sowing of ring is now too late to do. Recommend that we aerate/mow/super – complete rejuvenation until late April/May.	committee
6.9	Showground Bookings	<p>6.9.1 As per diary</p> <p>6.9.2 Tenants overstaying – <i>completed</i></p> <p>Tenants left vehicle, Grant to speak to police re: status & if can be removed</p>	GC
6.10	Certificate of Currency	None due	
6.11	Video surveillance signage costs	Trevor Hicks to investigate possibility of obtaining from QPRC. He will report back to meeting.	TH/QPRC
6.12	s.355 committee PO Box	Grant ok with own personal box. Will check if boxes become available at PO.	GC
6.13	Long drop toilets	Council to demolish & replace with timber/colorbond/flushing – council to arrange	QPRC
6.14	Toilet cleaning roster	<p>Camp-draft- Nov/Dec</p> <p>Rodeo – January</p> <p>Polocrosse – February</p> <p>Show – March</p> <p>Pony Club - April</p>	
6.15	Hand dryers for toilets	Refer to 6.5.4	

9.4 Braidwood Showground Reserve Trust s.355 Committee minutes

Attachment 1 - Minutes of the Braidwood Showground Reserve Trust s.355 Committee meeting held on 15 November 2016 (Continued)

6.16	Clark gang re-enactment	Previously discussed – in progress. <i>Completed as per s.355 committee</i>	
6.17	Leasing QPRC	Debbie Ferguson to provide yearly updates. <i>Completed as per s.355 committee</i>	
6.18	Speed limit signage	On hold until front fence & entrance is completed. To remain as agenda item	committee
7.0	Correspondence	IN: QPRC – re: Grant application success OUT: Notice to vacate (overstaying tenants)	
8.0	Financial Report	Financial report tabled by Treasurer. Discussed. Motion to accept Financial Report as noted and discussed. Moved: Terry H; Seconded: Joan W.	
9.0	User Group Representatives Reports	Polocrosse – preparing for upcoming season Camp-draft – improving yards Pony Club – Opening of clubhouse & Presentation day, 39 youth members in attendance Show Society – progressing with 2017 schedule; Request to upgrade Poultry pavilion on behalf of Show society tabled by KT. Agreed. Moved Ken, Seconded Ian. Rodeo Club - currently moving sorting yards.	
10.0	General Business		
10.1	Heritage Grant QPRC tabled	Discussed. Ken Thomas to take to Show Society meeting / discussions re: possible upgrade & improvements to sheep shed.	KT
11.0	Next Meeting	13/12/2016	
12.0	Meeting Close	2105 hrs	

QUEANBEYAN- PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 9.4 BRAIDWOOD SHOWGROUND
RESERVE TRUST S.355 COMMITTEE
MINUTES

ATTACHMENT 2 MINUTES OF THE BRAIDWOOD
SHOWGROUND RESERVE TRUST
S.355 COMMITTEE MEETING HELD
ON 13 DECEMBER 2016

9.4 Braidwood Showground Reserve Trust s.355 Committee minutes

Attachment 2 - Minutes of the Braidwood Showground Reserve Trust s.355 Committee meeting held on 13 December 2016 (Continued)

1.0	Welcome		
2.0	Meeting open	1935 hrs	
3.0	Present	Ian Laurie, Melanie Cochrane, Trish Young, Joan Webb, Ken Thomas, Grant Coe.	
4.0	Apologies	Terry Hart; Kerrie Webb; Jamie Raynolds	
5.0	Acceptance of Minutes	Minutes 26/7/16 Moved: Melanie Cochrane Seconded: Joan Webb	
6.0	Business Arising from Minutes:		
6.1	Showground Signs	One more sign required near ticket office	completed
6.2	Water	6.2.1 – guttering to be directed into large tank & leaking roof in hall to be fixed – <i>in progress</i> 6.2.2 – leak in large tank repaired; now need to wait until water levels drop to see if still leaking – <i>in progress</i>	TY TH
6.3	Work Health & Safety	6.3.1 - portable defibrillator to be acquired for pavilion, Training to be held soon. Mel, Trish, Joan & Grant would like to attend trg.	JW
6.4	Working Bee items	6.4.1 – signs to be erected outside toilet doors – <i>completed</i> 6.4.2 – instructions for kitchen & lighting - <i>completed</i> 6.4.3 – fire extinguisher to be tagged, kitchen ext. to be mounted – <i>ongoing need to check legislative requirements prior to swapping extinguishers</i> 6.4.4 –clean up after each event, signage & manure sites – trish has contacted person who wants manure; will remove from site as long as manure is put in piles.	Completed Completed Completed completed
6.5	QPRC Grant applications	\$ 100,000 available from QPRC. total amount applied for from all user groups total \$ 139,000. Recommended that each user group go back to their group meeting and review quotes/priorities in an attempt to reduce costs so all areas can be covered by available funding. Agreed Priorities: 6.5.1 Pavilion toilets/ramp access – S. Orford has advised not able to do this work as has too many commitments. Trish to approach Bruce Stuart re: this work. 6.5.2 Mower – Kerrie to action purchase. 6.5.3 Front fence replacement – discussed. Agreed to proceed Moved: Melanie Seconded Trish. 6.5.4 Installation of blade hand-dryers – to be actioned. 6.5.5 Coolroom at pavilion. Discussed. Quote \$ 14,396 + GST tabled. Agreed to proceed. Moved: Ken, Seconded: Grant. Ken to action 6.5.6 Rodeo chutes \$ - ongoing	User groups TY KW MC KT MC

6.6	Rodeo Arena relocation	Rodeo committee trying to arrange a date for moving and will give consideration to the fitting in of Polocrosse field prior to relocating – in progress	Rodeo committee
6.7	Sheep on showground	Sheep back at showground. Discussed. Mick Wall to be contacted by Show Society followed by letter to Mick Wall & P and C Association.	KT
6.8	Rejuvenation of Showground Ring	Agreed that sowing of ring is now too late to do. Recommend that we aerate/mow/super – complete rejuvenation until late April/May. Ongoing	committee
6.9	Showground Bookings	6.9.1 As per diary 6.9.2 Tenants left vehicle, Grant to speak to police re: status & if can be removed	GC
6.10	Certificate of Currency	Campdraft due 1 st December	
6.11	Video surveillance signage costs	Trevor Hicks to investigate possibility of obtaining from QPRC. He will report back to meeting. 13/12 QPRC rep. not available to report to meeting.	TH/QPRC
6.12	s.355 committee PO Box	s.355 committee agreed to have own PO Box. Grant to approach PO for allocation of same.	GC
6.13	Long drop toilets	B. Stuart to quote on long drop toilets. Committee to consider working bee for cleaning and re-using besser blocks. Trish to liaise with Bruce. Review next meeting	TY
6.14	Toilet cleaning roster	Show Society – February Pony Club – March <i>Pony Club - April</i>	
6.15	Speed limit signage	On hold until front fence & entrance is completed. Needs further investigation as erection of speed signs could present additional legal issues. To remain as agenda item	committee
7.0	Correspondence	IN: Email – Joan Webb re: defibrillator training; Ken Thomas re: missed item from meeting Ken Thomas re: complaint & followup from Show Society OUT - Nil	
8.0	Financial Report	Financial report tabled by Treasurer. Discussed. Motion to accept Financial Report as noted and discussed. Moved: Grant; Seconded: Ken.	
9.0	User Group Representatives Reports	Polocrosse – nil Camp-draft – successful campdraft. Reported that orange field markers had disappeared ?stolen after campdraft weekend. Pony Club – successful Open Day held on 11/12. 22 members in attendance. Neale Lavis came for the morning to encourage the children. Show Society – show schedule at printers. Rodeo Club - currently moving sorting yards/team sorting day in Feb..	

9.4 Braidwood Showground Reserve Trust s.355 Committee minutes

Attachment 2 - Minutes of the Braidwood Showground Reserve Trust s.355 Committee meeting held on 13 December 2016 (Continued)

10.0	General Business		
10.1	Mower Fuel	Discussion re: fuel for lawnmower. Agreed to open account at Tallaganda S/S. Grant to open.	GC
11.0	Next Meeting	TBA	
12.0	Meeting Close	2035 hrs	

QUEANBEYAN- PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 9.5

MICK SHERD SHED S.355
COMMITTEE MINUTES

ATTACHMENT 1

MINUTES OF THE MICK SHERD
SHED S.355 COMMITTEE AGM HELD
ON 16/23 NOVEMBER 2016

THE SHED

MINUTES OF THE ANNUAL GENERAL MEETING OF THE MICK SHERD OVAL
s.355 COMMITTEE HELD ON WEDNESDAY 23 NOVEMBER 2016 AT 7PM AT THE
SHED MICK SHERD OVAL GIBRALTAR STREET BUNGENDORE

Meeting number 2

Minutes taken by Ros Britten

1. MEETING OPENED 7.08pm

2. PRESENT

Ros Britten President Chairperson

Tim Adams Treasurer

Steve Britten Committee Member

Karen Taylor Committee Member

Mel Carn Senior Rugby League Representative

Tony Rayner Senior Rugby League Representative

Jo Cave

Ken Gordon

David Cook

John Cooper

Bruce Cattle

3. APOLOGIES

Garry Cooke

Dayna Jacobs Secretary

4. MINUTES OF PREVIOUS MEETING

Previous minutes accepted by Steve Britten

2nd Karen Taylor

5. BUSINESS ARISING FROM PREVIOUS MEETING

No business arising from previous minutes.

6. PRESIDENTS REPORT

Thank you to everyone that has been part of the running of The Shed for the past 12 months. As per usual there never is very much activity at The Shed other than in winter. I would like to inform the outgoing committee that 2016 will be my last year on this committee and wish the new committee all the best in the future.

There has been some outstanding jobs that I have been trying to get to and I have managed one with one outstanding.

- Spiders and Mice – This is a general maintenance issue and it is up to The Shed committee to do pest control.
- Insurance for inside contents – Sorry I have not found this information out yet. The person to speak to at council regarding this is Lorrae Stokes.

The only other thing outstanding and I am not sure if it has happened would be the Bain Marie new leg that Karen Taylor was going to purchase.

I received an email from Debby Ferguson informing the committee that the new Local Representation Committee (LRC) is Jamie Cregan. Also the committee as part of the legislative obligations for the Queanbeyan-Palerang Regional Council's financial statements needs to supply a copy of our s.355 Committee bank account and our financial statement as at June 2016. All the information is in the email.

7. SECRETARIES REPORT

No report

8. TREASURERS REPORT

Tim Adams tabled the following report

TREASURERS REPORT

16 November 2016

Statement period 10 October 2015 to 9 January 2016

	Withdrawals	Deposits	Balance
Opening Balance			\$3109.76
Closing Balance on 9 January 2016			\$3109.76

Statement period 10 January 2016 to 9 April 2016

	Withdrawals	Deposits	Balance
Opening Balance			\$3109.76
Closing Balance on 9 July 2016			\$3109.76

Statement period 10 April 2016 to 9 July 2016

	Withdrawals	Deposits	Balance
Opening Balance			\$3109.76
Closing Balance on 9 July 2016			\$3109.76

Statement period 10 July 2016 to 9 October 2016

	Withdrawals	Deposits	Balance
Opening Balance			\$3109.76

Closing Balance on 9 October 2016

\$3109.76

Comments

- \$1000.00 will be kept by the committee for further Ad Hoc expenses.
- No outstanding accounts to be paid.

Accepted by Mel Carn
2nd Jo Cave

9. COUNCIL REPORT

No report

10. GENERAL BUSINESS

- Email received from Kate McAllister:-

Hi Roz and Committee. I am resigning from the Shed Committee effective immediately. It has been a great journey but time for me to move on and concentrate on other interests. I wish you all the best for the future. Cheers Kate

11. NOMINATIONS AND ELECTIONS OF 2016/2017 COMMITTEE

Ros Britten declared all positions vacant

PRESIDENT Tony Rayner nominated by Mel Carn
2nd David Cook
accepted by Tony Rayner

VICE PRESIDENT nominated by
2nd
accepted by
This position was not filled. Tony Rayner to speak to Bungendore Rugby Club

SECRETARY Mel Carn nominated by Jo Cave
2nd Karen Taylor
accepted by Mel Carn

TREASURER Ken Gordon nominated by Tony Rayner
2nd Jo Cave
accepted by Ken Gordon

COMMITTEE MEMBER Karen Taylor nominated by Steve Britten
2nd Tim Adams
accepted by Karen Taylor

COMMITTEE MEMBER Bruce Cantle nominated by John Cooper
2nd Tony Rayner
accepted by Bruce Cantle

BUNGENORE RUGBY REPRESENTATIVE **Tony Rayner to speak to Bungendore Rugby**

Club

BUNGENDORE SENIOR RUGBY LEAGUE REPRESENTATIVE David Cook

BUNGENDORE JUNIOR RUGBY LEAGUE REPRESENTATIVE Jo Cave

BUNGENDORE OZ TAG REPRESENTATIVE John Cooper

Please note that after the meeting the following positions have been filled:-

- VICE PRESIDENT Garry Cook
- BUNGENDORE RUGBY REPRESENTATIVE Dave MacDonald

12. NEXT MEETINGS

The following dates are as follows for the AGM and Committee meetings provided the new committee wish to hold the meetings as they are now.

- **ANNUAL GENERAL MEETNG**

Wednesday 15 November 2017 at 7 pm at 'The Shed' Mick Sherd Oval Gibraltar Street
Bungendore

- **COMMITTEE MEETINGS**

Wednesday 15 February 2017 at 7pm at 'The Shed' Mick Sherd Oval Gibraltar Street
Bungendore

Wednesday 17 May 2017 at 7pm at 'The Shed' Mick Sherd Oval Gibraltar Street
Bungendore

Wednesday 16 August 2017 at 7pm at 'The Shed' Mick Sherd Oval Gibraltar Street
Bungendore

13. MEETING CLOSED 7.26pm

QUEANBEYAN- PALERANG REGIONAL COUNCIL

Council Meeting Attachment

22 MARCH 2017

ITEM 9.6 CARWOOLA/STONEY CREEK AREA
S.355 COMMITTEE MINUTES

ATTACHMENT 1 MINUTES OF THE CARWOOLA
STONEY CREEK AREA S.355
COMMITTEE MEETING HELD ON 23
FEBRUARY 2017

Stoney Creek Area Management Committee

ABN 93 201 817 682

A Section 355 Committee of Queanbeyan Palerang Regional Council

Committee Meeting

7.30pm, 23 February 2017

Present: Sue Whelan, Gary Anderson, David Rowley, Lynton Bond.

Apologies: Ian Johnsson, Peter Bavington

1. Financial report

Lynton presented the financial spreadsheet for the year to 23 February. Currently around \$2200 in each account. Interest rates are very low, making it a moot point to transfer funds to cash reserve account. There has been few hires this year, just one private hire, but the hirer indicated she appreciated the set up and would be recommending it to others. The hall is barely surviving on the community group hire, and the Ju-jitsu group being the only regular hirer.

2. Banking arrangements

Peter Bavington indicated he is unable to continue with the S355 Committee following the bushfire on 17 February. As Peter is co-signatories to the accounts, the Committee needs to nominate another signatory. I was agreed that Gary Anderson become a authorised signatory, including Internet banking, to the S355 Committee's account held at Westpac Queanbeyan and Petrie Plaza in the name of Stoney Creek Community Hall. Gary's daily limit will remain at \$1500.

The S355 Committee had previously agreed to transfer accounts to Bendigo Bank at Bungendore, however when Lynton tried to open an account there, he was told he needed the ABN registration acknowledgment from the ATO. That document is not in the Hall papers and, after conversing with the ATO, was unable to have new copy provided as he is not an authorised person for the Business Register for ABN. For the time being the account remain with Westpac.

Action	Responsible	Due Date
Arrange for Gary Anderson to be an authorised signatory to the Stoney Creek Community Hall bank accounts.	Lynton	31 March

3. ABR Status as Other Unincorporated Entity – GST requirements

Lynton had been contacted by Kerrie Webb at QPRC regarding accounts for the 2015-16 FY, and was advised that we should be using Council's ABN for transactions and therefore collecting GST. Given the problems with authorisation of the currently used ABN for Stoney Creek Area Management Committee, it was agreed to surrender the currently used ABN and instead use the Council's new ABN, 95 933 070 982. It was suggested that Lynton contact Bill Warne in QPRC's Queanbeyan Office to seek advice about surrendering the old ABN.

Action	Responsible	Due Date
Change invoicing to reflect QPRC ABN and GST status.	Lynton	ASAP
Contact Bill Warne re surrendering old ABN	Lynton	31 March

4. Hire Fees for 2017-18

The S355 Committee had agreed last year to increase the fees, but had not been advised to Council.

The Committee agreed to including a restriction on hirers so that no 16th, 18th or 21st birthday parties, school-end-of-year functions, or youth farewell parties may be held at the hall, a policy has been in effect for some time at Queanbeyan community halls.

Dave Rowley declared a conflict of interest in setting fees, and also indicated that attendance at Ju-Jitsu had fallen significantly and that he was barely able to cover hire fees.

The Committee agreed it would be appropriate to establish a "regular hirer" rate which would encourage more community groups to take regular hires and therefore make better use of the hall.

It was agreed that the following hire fees be recommended to Council:

Hirer	Hire Fee GST inclusive	Bond No GST applicable
Community Groups (Casual hire)	\$24	
Community Groups (Regular hire – 12 or more hires annually)	\$20	
Fund raising functions	\$130	
Private hiring (hirers from within the local area) (per day or part thereof)	\$130	\$250

Hirer	Hire Fee GST inclusive	Bond No GST applicable
No 16th, 18th or 21st birthday parties, school-end-of-year functions, or youth farewell parties		
Private hiring (hirers from outside the local area) (per day or part thereof) No 16th, 18th or 21st birthday parties, school-end-of-year functions, or youth farewell parties	\$300	\$1,000
Heating (between 1 Apr and 31 Oct)	\$6/hr or \$55/day	
Cleaning fee (if hall is not cleaned)	\$49/hr	

Action	Responsible	Due Date
Forward recommended fees to Council	Lynton	ASAP

5. Works Plan

Item	Work	Priority	Estimated Cost
1	Install earth leakage protection on all power circuits	High	
2	Replace broken light in car park. Consider replacing with LED	High	
3	Fix leaking window, east side of main hall doors	High	
4	Fix door/lock on shed	High	
5	Weatherproof carpark surface and re-level to avoid pooling around hall entry points.	High	
6	Install 2 additional lights along northern edge of carpark +a light for path to RFB tank and pump.	High	
7	Construct truck turning area beyond western end of carpark	High	
8	Construct emergency egress track to Captains Flat Road (with locked gate), parallel to western block boundary	High	
9	Remove tyres from arena	High	
10	Reseal hall floor	Medium	

Item	Work	Priority	Estimated Cost
11	Lighting in kitchen: bring to health standard. Consider LED	Medium	
12	Bring ramps at end of deck up to building standards – consistent with Queanbeyan-Palerang Disability Inclusion Access Plan	Medium	
13	Erect child-proof fence around septic tank to bring to safety standard.	Medium	
14	Replace ceiling panel in NW corner (over tables)	Low	
15	Lighting in hall – replace non-functioning fluoro tubes – consider converting all to LED tubes?	Low	
16	Construct helipad near northwest corner of block, away from powerlines	Low	
17	Construct external shower / toilet block.	Low	
18	Bird-proof veranda	Low	

Action	Responsible	Due Date
Get estimates of each item and forward to Council	Lynton	ASAP

6. Next Meeting

It was agreed to meet every 3 months, on the third Thursday of the month. Next date, in May, to be confirmed.

Signed as a true record of the meeting

Chair Date: