



Ordinary Meeting of Council

AGENDA

25 July 2018

Commencing at 5.30pm

**Council Chambers
10 Majara Street, Bungendore**

On-site Inspections - Nil

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1 OPENING

2 APOLOGIES

3 DISCLOSURES OF PECUNIARY INTERESTS

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 27 June 2018

4.2 Minutes of the Extraordinary Meeting of Council held on 28 June 2018

4.3 Minutes of the Planning and Strategy Committee of the Whole meeting held on 11 July 2018

5 PRESENTATIONS BY DEPARTMENTAL OR OTHER REPRESENTATIVES

6 BUSINESS ARISING FROM THE MINUTES

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

8 MAYORAL REPORT

9 MAYORAL MINUTE

Nil

10 NOTICES OF MOTIONS OF RESCISSION

Nil

11 NOTICES OF MOTIONS

Nil

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Confidential - Not for Publication

20 REPORTS FOR CLOSED SESSION

20.1 Quarterly Legal Report – June 2018

Item 20.1 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

20.2 CEO's Annual Performance Review

Item 20.2 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

LIST OF ATTACHMENTS –

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

Open Attachments

Item 12.1 Review of Rezoning and Dwelling Eligibility Requests

Attachment 1 Lot 1154 DP 136392 Tarago Road - Assessment (Under Separate Cover)

Attachment 2 Lot 1154 DP 136392, Tarago Road - Submission and supporting documents (Under Separate Cover)

Attachment 3 Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road - Assessment (Under Separate Cover)

Attachment 4 Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road, Urila -

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- Submission (Under Separate Cover)*
- Attachment 5 Lot 56 DP 754915, Cherry Tree Lane - Assessment (Under Separate Cover)*
- Attachment 6 Lot 3 DP 777829, 417 Captains Flat Road - Assessment (Under Separate Cover)*
- Attachment 7 Lot 1154 DP 136392, Tarago Road - Review of Further Submission (Under Separate Cover)*
- Attachment 8 Lot 1154 DP 136392 Tarago Road - Further Submission (Under Separate Cover)*
- Attachment 9 Lot 4 DP 583957 Tarago Road, Bungendore - Assessment (Under Separate Cover)*
- Attachment 10 Lot 4 DP 583957 Tarago Road, Bungendore - Submission (Under Separate Cover)*
- Attachment 11 Lot 4 DP 583957 Tarago Road, Bungendore - Map accompanying Submission (Under Separate Cover)*
- Item 12.6 Policy - Risk Management
- Attachment 1 Draft Risk Management Policy - submitted to Council (Under Separate Cover)*
- Item 12.7 Second Life Project - Community Bus
- Attachment 1 Second Life - QPRC Bus Pilot Project Brief (Under Separate Cover)*
- Item 12.8 Investment Report - June 2018
- Attachment 1 Investment Report - June 2018 - Attachment 1 - 25 July 2018 (Under Separate Cover)*
- Item 12.9 Canberra Region Joint Organisation's Inaugural Meeting
- Attachment 1 Minutes of meeting of CRJO Board 29 June 2018 (Under Separate Cover)*
- Attachment 2 Attachment to CRJO Board's minutes - Staff Delegations (Under Separate Cover)*
- Attachment 3 Joint Organisations FAQ - Week ending 22 June 2018 (Under Separate Cover)*
- Attachment 4 Draft CRJO Charter with Amendments (Under Separate Cover)*
- Attachment 5 Draft CRJO Policy for the Payment of Expenses and Provision of Facilities (Under Separate Cover)*
- Attachment 6 Draft CRJO Code of Meeting Practice (Under Separate Cover)*
- Item 14.1 Minutes of Environment and Sustainability Advisory Committee held 30 May 2018
- Attachment 1 Environment and Sustainability Advisory Committee Meeting Minutes 30 May 2018 (Under Separate Cover)*
- Attachment 2 Environment and Sustainability Advisory Committee Terms of Reference (Under Separate Cover)*
- Item 14.2 QPRC Heritage Advisory Committee Minutes - Meeting Held 21 June 2018
- Attachment 1 QPRC Heritage Advisory Committee Minutes - 21 June 2018 (Under Separate Cover)*
- Item 14.3 Royalla Common s.355 Committee minutes
- Attachment 1 Royalla Common s.355 Committee minutes 23 May 2018 (Under Separate Cover)*

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Item 14.4 Braidwood Recreation Ground s.355 Committee minutes
*Attachment 1 Braidwood Recreation Ground s.355 Committee minutes 2
May 2018 (Under Separate Cover)*

Item 16.1 Responses to Councillors' Questions
*Attachment 1 Responses to Councillors' Questions (Under Separate
Cover)*

Closed Attachments

Item 12.2 RFT10014581 - Construction of Braidwood Waste Transfer Station
*Attachment 1 Braidwood Waste Transfer Station Tender Recommendation
(Under Separate Cover)*

Item 12.3 Design Consulting Services (Contract 12/2015) Tender Outcome
*Attachment 1 Design Consulting Services - Tender Evaluation Report
(Under Separate Cover)*

Item 12.4 Community Engagement Services (20/2017) Award of Contract
*Attachment 1 Negotiation Report (Under Separate Cover)
Attachment 2 Negotiation Plan (Under Separate Cover)*

Item 12.5 Tender for the Augmentation of the Captains Flat Sewage Treatment Plant
*Attachment 1 Captains Flat STP Tender Recommendation (Under
Separate Cover)*

Item 16.1 Responses to Councillors' Questions
*Attachment 2 Responses to Councillors' Questions - with CIC (Under
Separate Cover)*

Item 20.2 CEO's Annual Performance Review
*Attachment 1 Report of Annual Performance Review (Under Separate
Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the 10 Majara Street, Bungendore on Wednesday, 27 June 2018 commencing at 5.30pm.

1. OPENING

ATTENDANCE

Councillors: Cr Overall (Chair), Crs Biscotti, Bray AM, Brown, Harrison, Hicks, Marshall, Noveska, Schweikert, Taylor and Winchester.

Staff: P Tegart, CEO/General Manager; N Abbott, A/Portfolio General Manager Natural and Built Character; P Hansen, Portfolio General Manager Community Connections; R Tozer, A/Portfolio General Manager Community Choice; P Neil, Portfolio General Manager Organisational Capability and S Taylor, Chief Financial Officer.

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

2. APOLOGIES

There were no apologies.

3. DISCLOSURES OF PECUNIARY INTERESTS

181/18

RESOLVED (Taylor/Bray)

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

The resolution was carried unanimously.

Cr Biscotti declared a less than significant non-pecuniary interest in Item 12.3 - Q-One Indoor Sports & Monaro Panthers- Junior Futsal League - Affiliation Program, stating he is a premier league coach with the Monaro Panthers.

Cr Bray declared a less than significant non-pecuniary interest in Item 12.15 - Annual Community Grants Program Distribution 2018/19 - donation application number 42, stating he is the Team Leader of the Charity Book Fair.

Cr Marshall declared a less than significant non-pecuniary interest in Item 12.15 - Annual Community Grants Program Distribution 2018/19 - donation application number 41, stating he is the Treasurer of the Captains Flat Community Association.

Cr Taylor a significant pecuniary interest in Item 12.15 - Annual Community Grants Program Distribution 2018/19 - donation application number 8, stating she is an employee of the specified company or body.

Cr Overall declared a less than significant non-pecuniary interest in Item 12.15 - Annual Community Grants Program Distribution 2018/19 - donation application numbers: 1, 10, 37 and 51, stating he is a life member of the Australian Red Cross Society, patron of the City of Queanbeyan Pipes and Drums, and his wife is President of Meals on Wheels, Queanbeyan.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 23 May 2018

182/18

RESOLVED (Schweikert/Bray)

That the Minutes of the Ordinary Meeting of Council held in the Bungendore Council Chambers on Wednesday 23 May 2018 be confirmed.

The resolution was carried unanimously.

4.2 Minutes of the Planning and Strategy Committee of the Whole Meeting of Council held on 13 June 2018

183/18

RESOLVED (Bray/Taylor)

That the Minutes of the Planning and Strategy Committee of the Whole Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 13 June 2018 be confirmed.

The resolution was carried unanimously.

5. PRESENTATION BY DEPARTMENTAL OR OTHER REPRESENTATIVES

A presentation was held following the Local Government Professionals Australia (NSW) Awards of Excellence.

Council's Service Manager Recreation and Culture, Daniel Fulton, presented the following awards to Council:

- Highly Commended for the Community Partnerships and Collaboration (Population under 60,000) award for Queanbeyan's Music by the River
- Highly Commended for the Special Project (Population under 60,000) award for the Summer Activation Community Events
- Finalist in the Local Economic Contribution (Population under 60,000) award for the Go Local, Grow Local Programme

Council's Service Manager Urban Landscapes, Tim Geyer, presented the following award to Council:

- Winner of the Asset Management and Infrastructure Initiative Projects under \$1.5million award for Apex Park

6. BUSINESS ARISING FROM THE MINUTES

There was no business arising.

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

The following presenters were heard:

Mr Alastair Cooper – Item 11.1 - Jerrabomberra Scout Hall

Ms Haidee Whiteley – Item 12.3 - Q-One Indoor Sports & Monaro Panthers- Junior Futsal League - Affiliation Program

Ms Annie Duke – Item 12.4 - Braidwood CBD & Ryrie Park Consultation Report

184/18

RESOLVED (Marshall/Biscotti)

That Ms Duke be given an extension of one minute to speak.

The resolution was carried unanimously.

8. MAYORAL REPORT

There was no Mayoral Report.

9. MAYORAL MINUTE

There was no Mayoral Minute.

10. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

11. NOTICES OF MOTIONS**11.1 Jerrabomberra Scout Hall****MOVED (Winchester/Noveska)**

That Council (QPRC) gift to the Scout Association of Australia NSW Jerrabomberra Branch, Part of Lot 1 DP1008497 and Lot 2 DP1008497, that 1st Jerrabomberra Scout Group are currently using for their hall and recreational area.

AMENDMENT (Schweikert/Bray)

That Council receive a comprehensive report at the next Ordinary Council meeting re opportunities for gifting of land to the 1st Jerrabomberra Scout Group and the operational options for the management of any new buildings.

The amendment (of Crs Schweikert and Bray) was PUT and CARRIED unanimously, and became the motion.

The motion (of Crs Schweikert and Bray) was PUT and CARRIED.

185/18

RESOLVED (Schweikert/Bray)

That Council receive a comprehensive report at the next Ordinary Council meeting re opportunities for gifting of land to the 1st Jerrabomberra Scout Group and the operational options for the management of any new buildings.

The resolution was carried unanimously.

11.2 Shopping Trolleys

186/18

RESOLVED (Overall/Bray)

That Council:

1. Note the ongoing proliferation of abandoned shopping trolleys across Queanbeyan urban areas, the impact of abandoned shopping trolleys on the visual environment, the danger presented to the natural habitat of the Queanbeyan River (particularly the platypus) and the propensity for improper use by some in the community.
2. Explore options to dramatically reduce abandoned shopping trolleys, including the option of retail outlets implementing coin operated shopping trolley systems.
3. Increase the Impounded Items Release Fee for shopping trolleys from \$80.00 to \$120.00 in the Fees and Charges from 2018/19.
4. Receive a report on the matter within two months.

The resolution was carried unanimously.

Procedural Motion

187/18

RESOLVED (Marshall/Winchester)

That Items 12.3 and 12.4 be brought forward for consideration.

The resolution was carried unanimously.

Cr Biscotti declared an interest in this item of business and left the Chambers at 6.19pm.

12.3 Q-One Indoor Sports & Monaro Panthers- Junior Futsal League - Affiliation Program

188/18

RESOLVED (Hicks/Schweikert)

That Council endorse:

1. Q-One Indoor Sports establishing an 'affiliation program' with Monaro Panthers Football Club for the provision of a Junior Futsal League competition.
2. The term of the affiliation program be for a two-year period, with the option to extend for a further two years if the program proves successful.

The resolution was carried unanimously.

Cr Biscotti returned to the meeting at 6.20pm.

12.4 Braidwood CBD & Ryrie Park Consultation Report**MOVED (Marshall/Winchester)**

That:

1. Council adopt the exhibited design principles, with amendments listed within this report, to be applied to the Braidwood CBD & Ryrie Park Master Plan.
2. The Braidwood CBD & Ryrie Park Master Plan design principles inform future Braidwood Development Control Plans.
3. Council immediately remove the Braidwood Town Centre Improvements sign from Ryrie Park and undertake consultation on an appropriate location in the future.

AMENDMENT (Hicks/Schweikert)

That:

1. Council adopt the exhibited design principles, with amendments listed within this report, and with further consideration of potential refurbishment of the existing toilets and co-location of new toilets, to be applied to the Braidwood CBD & Ryrie Park Master Plan.
2. The Braidwood CBD & Ryrie Park Master Plan design principles inform future Braidwood Development Control Plans.

The amendment (of Crs Hicks and Schweikert) was PUT and CARRIED unanimously and became the motion.

The motion (of Crs Hicks and Schweikert) was PUT and CARRIED.

189/18

RESOLVED (Hicks/Schweikert)

That:

1. Council adopt the exhibited design principles, with amendments listed within this report, and with further consideration of potential refurbishment of the existing toilets and co-location of new toilets, to be applied to the Braidwood CBD & Ryrie Park Master Plan.
2. The Braidwood CBD & Ryrie Park Master Plan design principles inform future Braidwood Development Control Plans.

The resolution was carried unanimously.

12. ITEMS FOR DETERMINATION**12.1 Adoption of Financial Hardship and Debt Recovery Policy**

190/18

RESOLVED (Hicks/Harrison)

That Council:

1. Adopt the QPRC Financial Hardship Assistance Policy.
2. Adopt the QPRC Debt Recovery Policy.
3. Rescind:
 - a. The former Palerang Debt Recovery Policy.
 - b. The former Palerang Hardship Policy.
 - c. The former QCC Debt Recovery Policy Rates and Charges.
 - d. The former QCC Debt Recovery Policy Sundry Debtors.

The resolution was carried unanimously.

12.2 Enabling Infrastructure - South Jerra Business Technology Park

191/18

RESOLVED (Bray/Schweikert)

That Council:

1. Note the report on South Jerra Business Technology Park – enabling infrastructure, and the lodgement of grant applications.
2. Commit \$8m from Queanbeyan water and sewer reserves as its contribution to construct the infrastructure spine, should the NSW grant be successful and land owner agreements obtained.
3. Authorise the CEO/General Manager to execute those agreements, if the grant is successful.
4. Work with the developers to prepare a design and outcome based masterplan or DCP for the Business Park precinct.
5. Consider terms of s64 contributions plan to recoup appropriate portion of Council's infrastructure investment.
6. Exhibit the proposal as an amendment to the Delivery Program 2018-21.

For: Crs Biscotti, Bray, Brown, Harrison, Hicks, Noveska, Overall, Schweikert and Taylor

Against: Crs Marshall and Winchester

12.3 Q-One Indoor Sports & Monaro Panthers- Junior Futsal League - Affiliation Program

This item was dealt with in earlier business.

12.4 Braidwood CBD & Ryrie Park Consultation Report

This item was dealt with in earlier business.

12.5 Australia Day Committee - Membership and Terms of Reference

192/18

RESOLVED (Taylor/Schweikert)

That Council approve the amended Australia Day Organising Committee terms of reference to allow the number of community group representatives to increase from five to ten.

The resolution was carried unanimously.

12.6 Policy - Unsealed Road Maintenance - Grading

193/18

RESOLVED (Harrison/Winchester)

That Council adopt the Unsealed Road Maintenance – Grading policy.

The resolution was carried unanimously.

12.7 Queanbeyan Head Office and Smart Hub

194/18

RESOLVED (Bray/Hicks)

That Council:

1. Receive and note the report on the Queanbeyan Head Office and Smart Hub.
2. Confirm its position on siting, scale, procurement, public domain, parking and timing of the Queanbeyan Head Office and Smart Hub as follows:
 - a. Siting:
 - at 257 Crawford Street, adjacent to / adjoining the Q and Bicentennial Hall, with integrated foyer to the three buildings.
 - b. Scale:
 - a 5 level 7,000-7,500m² GFA building comprising 6,000m² office, meeting rooms, public space and smart hub/co-work space (which accommodates 200 staff, plus 10% growth) and includes additional lettable office space (which accommodates 100 tenancy staff and emergency operations centre).
 - the chambers are retained in the 253 Crawford Street heritage building.
 - Consideration be given to a roof-top recreation space.
 - c. Procurement:
 - demolish the building at 257 Crawford St (per current approved tender);
 - commission a design, DA and construct contract;
 - undertake independent DA assessment (by consultant) and determination (by JRPP);
 - deploy smart infrastructure in the public domain and parking;
 - assign a sustainability rating for the building.
 - d. Public Domain:

- construct 1,850m² public domain south of The Q (per Attachment 2, Option 1);
 - work with private developers of the 10-16 Rutledge precinct to attach its private domain to the Council public domain.
- e. Parking:
- retain 60 timed and 60 untimed carspaces at Lowe St carpark;
 - transfer nett office parking associated with head office and tenancy to the multi-level Morisset carpark.
- f. Timing:
- demolish the building at 257 Crawford St by December 2018;
 - commission design consultancy, determine DA, and tender for construction (FY19);
 - construct office at 257 Crawford St site (FY20-22);
 - seek and determine Morisset multilevel parking EOI options;
 - construct associated public domain south of The Q, in year following office and carparking construction (FY 22).
- g. Engagement:
- Note the community and CBD business will be further engaged through the review of the QCBD masterplan (CBD spatial business plan), carparking strategy and DA designs for the head office.
3. Modify the Delivery Program 2018-21 to reflect the preferred procurement option and timing estimates, and exhibit as an amendment to the Delivery Program for 28 days.
4. Expedite the exhibition of the Queanbeyan Carparking Strategy.

The resolution was carried unanimously.

12.8 Funding of Royalla Land Purchase and Indoor Sports Centre Upgrade

195/18

RESOLVED (Marshall/Schweikert)

That:

1. Council endorse the release of funds totalling \$4,525,000 from previously internally restricted funds (reserves):
 - \$281,423 – Investment Equalisation
 - \$130,619 – Flood Mitigation
 - \$870 – Youth Week
 - \$18,000 – Economic Development
 - \$154,242 – Corporate
 - \$84,443 – Environmental & Sustainability
 - \$101,990 – Strategic
 - \$1,000,000 – Plant
 - \$1,142,665 – Property
 - \$1,610,748 – Infrastructure
2. Upon successful application to TCorp and the receipt of the loan funds, Council internally restrict those funds.

The resolution was carried unanimously.

12.9 Access Agreements - Council Sporting Grounds

196/18

RESOLVED (Hicks/Taylor)

That Council agree to execute three-year access agreements for the following sporting clubs:

- New Access Agreement with Queanbeyan City Football Club for use of High St Pavilion.
- New Access Agreement with Queanbeyan Whites Rugby Club for use of Taylor Park Pavilion.
- New Access Agreement with Monaro Panthers Football Club for use of Riverside Oval Pavilion.

The resolution was carried unanimously.

12.10 Draft Councillor Expenses and Facilities Policy 2018

197/18

RESOLVED (Schweikert/Marshall)

That Council place the draft Councillor Expenses and Facilities Policy 2018 as amended on public exhibition for 28 days and seek written submissions from the public.

The resolution was carried unanimously.

ADJOURNMENT: The meeting adjourned at 7.29pm and resumed at 7.51pm.

12.11 LGNSW Annual Conference 2018

198/18

RESOLVED (Schweikert/Taylor)

That Council:

1. Nominate three Councillors, in addition to the Mayor, to register and be voting delegates for the LGNSW Annual Conference to be held on 21 – 23 October 2018 in Albury.
2. Consider whether it wishes to submit one or more motions for the 2018 Annual Conference.

The resolution was carried unanimously.

Council nominated Crs Harrison, Hicks and Schweikert as voting delegates at the LGNSW Annual Conference, and authorised Crs Taylor and Biscotti to attend as non-voting members.

12.12 Canberra Region Joint Organisation - Alternate Delegate

199/18

RESOLVED (Harrison/Winchester)

That Council nominate the Deputy Mayor as its alternate representative on the Board of the Canberra Region Joint Organisation.

The resolution was carried unanimously.

12.13 Queanbeyan Smart City Precinct Tender

200/18

RESOLVED (Marshall/Biscotti)

That Council:

1. Award Contract No. 22/2018 to Telstra Corporation Limited for the sum of \$595,000 excl GST for the Queanbeyan Smart City Precinct.
2. A total amount of \$904,000 be approved for the project being shared 50/50 between the smart city grant and Council funds.

The resolution was carried unanimously.

12.14 Investment Report - May 2018

201/18

RESOLVED (Bray/Harrison)

That Council:

1. Note the investment income for May 2018 was \$393,746 bringing the total return on Cash and Cash Equivalent Investments for the 2017/18 Financial Year to \$4,766,947 which is \$422,133 above the budget within the adopted Operational Plan Quarter 3 revision.
2. Note the investment portfolio has been made in accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2005.
3. Adopt the Investment Report for the month of May 2018.

The resolution was carried unanimously.

12.15 Annual Community Grants Program Distribution 2018/19

202/18

The Mayor directed that Nos 1, 8, 10, 37, 42 and 51 be excluded from the list.

RESOLVED (Overall/Hicks)

That Council:

1. Note all applications, including those received after the closing date, as listed in Attachments 1, 2 and 3, the matrix and numerical scores in Attachment 4, and that the total requested amount within Category A and B applications is in excess of \$124,026.76 and exceeds the vote by \$64,026.76.
2. Approve the following grants:

Applicant (<i>Application number</i>)	Amount
Braidwood Quilters (2)	\$1,000
CampbellPage Helping Hands Program (3)	\$1,000
HOME in Queanbeyan (4)	\$500
Jerrabomberra Combined Probus Club (5)	\$1,000
KUD Razigrana Makedonka (6)	-
Lions Club of Queanbeyan (7)	\$2,000
SPANQbn – Suicide Prevention Awareness Network Queanbeyan (9)	\$2,000
Twin City Church (11)	\$1,000
Veterans Motorcycle Club (12)	-

VIEW Clubs – Queanbeyan, Lake George and Bungendore (13)	\$2,000
Wildcare Queanbeyan Inc (14)	\$2,000
Queanbeyan Legacy - (15)	\$1,000
Anglicare Food Fair Queanbeyan (16)	\$2,000
Braidwood Girl Guides (17)	\$500
Braidwood Life Centre (18)	\$2,000
Braidwood Lions (19)	\$500
Bungendore District Sheep Dog Assoc. (20)	-
Bungendore Hoedown (21)	\$1,000
Burra District Pony Club (22)	-
Fernleigh Park s.355 Committee (verandah windbreak) - (23)	Total \$1,500
Fernleigh Park s.355 Committee (tables, banners) – (24)	
Fernleigh Park s.355 Committee (storage) – (25)	
Greek Orthodox Church of St Demetrios (26)	\$500
High Street Care (27)	\$2,000
Karabar Housing Cooperative Ltd (28)	\$2,000
Karabar Preschool (29)	\$500
Life Education NSW (30)	\$2,000
Queanbeyan Arts Society (31)	\$2,000
Queanbeyan Sing Australia Community Choir (32)	\$500
Queanbeyan Show Society Inc (33)	\$500
Rotary Club of Canberra Inc (34)	\$500
St Benedicts Community Centre (35)	\$2,000
The Shepherd Centre for Deaf Children (36)	\$2,000
1 st Tinderry Scout Group (38)	\$1,000
Bungendore Playgroup (39)	\$500
Bungendore Spring Ball (40)	\$1,000
Captains Flat Community Association (41)	\$500
Googong Mainly Music (43)	\$500
Jerrabomberra Playgroup (44)	\$2,000
Knitters Guild NSW (45)	\$432
NSW RFS Lake George Zone (46)	-
Queanbeyan Bush Poets (47)	\$500
Queanbeyan Camera Group (48)	\$500
Queanbeyan Landcare Inc (49)	\$500
Queanbeyan Quilters Inc (50)	\$2,000
Queanbeyan Toastmasters (52)	\$500
QWriters (53)	\$500
University of the Third Age (U3A) – (54)	\$1,000
Upper Murrumbidgee Catchment Network Inc (55)	\$500
WayAhead Mental Health Association / Anxiety Support Group (56)	\$330
ACT Maori Performing Arts (late application) – (57)	\$1,000

3. Require an acquittal from groups that received funds in 2017/18 under Category A, before any further donation is released to them.
4. Determine that any recipients of donations under Category A in 2017/18 who cannot provide an acquittal of those funds by 30 September 2018, be excluded from receiving a donation in 2018/19.
5. Require applicants who submitted incomplete applications to provide the additional information prior to the release of any donation for 2018/19.
6. Write to those organisations that made applications thanking them and advising of the oversubscription, not all applications were successful this round and that the great majority of grants approved had to be less than the amount applied for.
7. Revisit the Donation Policy in relation to general methodology and the sources of funding for s.355 committees and hall hire rather than use grants.

The resolution was carried unanimously.

Cr Overall declared an interest in item 12.5 for the following donation requests:

- No 1 - Australian Red Cross
- No 10 - The City of Queanbeyan Pipes and Drums Band 10
- No 37 - Meals on Wheels Queanbeyan
- No 51 - Queanbeyan Red Cross

The Mayor vacated the Chair and left the Chambers at 8.07pm. The Deputy Mayor assumed the Chair.

203/18

RESOLVED (Schweikert/Bray)

That Council make a donation to the following:

No	Applicant	Amount
1	Australian Red Cross	\$2,000
10	The City of Queanbeyan Pipes and Drums Band	\$1,000
37	Meals on Wheels Queanbeyan	-
51	Queanbeyan Red Cross	\$500

The resolution was carried unanimously.

Cr Overall returned to the Chambers at 8.09pm and assumed the Chair.

Cr Taylor declared an interest in Item 12.15, donation request number 8 – Red Nose, and left the Chambers at 8.09pm.

204/18

RESOLVED (Bray/Biscotti)

That Council make a donation to the following:

No	Applicant	Amount
8	Red Nose	\$1,500

The resolution was carried unanimously.

Cr Taylor returned to the Chambers at 8.10pm.

Cr Bray declared an interest in Item 12.15, donation application number 42 – Charity Book Fair, and left the Chambers at 8.10pm.

205/18

RESOLVED (Schweikert/Biscotti)

That Council make a donation to the following:

No	Applicant	Amount
42	Charity Book Fair	\$2,000

The resolution was carried unanimously.

Cr Bray returned to the Chambers at 8.11pm.

12.16 Waste Management Update

206/18

RESOLVED (Harrison/Winchester)

That Council:

1. Not alter the Domestic and Non-Domestic waste charges proposed in the Draft Revenue Policy.
2. Review the Domestic and Non-Domestic waste charges once the Council Waste Strategy is adopted by Council.

For: Crs Biscotti, Bray, Brown, Harrison, Hicks, Noveska, Overall, Schweikert, Taylor and Winchester

Against: Cr Marshall

13. ITEMS FOR INFORMATION**13.1 Heritage Advisors' Positions and Annual Report 2018**

207/18

RESOLVED (Schweikert/Taylor)

That Council defer this item to consider in Closed Session in accordance with s10(A) (a) of the *Local Government Act 1993*, because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The resolution was carried unanimously.

13.2 Climate Change Action Plans - update on progress

208/18

RESOLVED (Marshall/Hicks)

That the report be received for information.

The resolution was carried unanimously.

- 209/18 **13.3 Places + Spaces Initiative launch**
RESOLVED (Taylor/Biscotti)
That the report be received for information.

The resolution was carried unanimously.
- 210/18 **13.4 Queanbeyan Sewage Treatment Plant Upgrade Update**
RESOLVED (Harrison/Marshall)
That the report be received for information.

The resolution was carried unanimously.
- 211/18 **13.5 Site Inspection - DA Modification 382-2016/A - 85 Monaro Street, Queanbeyan - Royal Hotel**
RESOLVED (Taylor/Bray)
That the report be received for information.

The resolution was carried unanimously.
- 14. COMMITTEE REPORTS AND RECOMMENDATIONS**
- 212/18 **14.1 Youth Committee**
RESOLVED (Taylor/Noveska)
That Council note the minutes of Youth Advisory Committee held on 7th May 2018.

The resolution was carried unanimously.
- 213/18 **14.2 Access Committee**
RESOLVED (Bray/Taylor)
That Council:
 1. Note the minutes of QPRC Access Committee held on 23 May 2018;
 2. Adopt recommendations DAC 04/18 to DAC 06/18 from the meeting held on 23/05/18.

DAC 04/18 That Council note the Committee's top priorities from the Disability Inclusion Action Plan as outlined in the Minutes for inclusion in the QPRC Delivery Plan.

DAC 05/18 That the QPRC Event Accessibility Checklist be made available to event organisers as a guide to offering more accessible events to the QPRC community.

DAC 06/18 That Natalie Wentworth-Shields be welcomed as a new member of the Access Committee.

The resolution was carried unanimously.

14.3 Aboriginal Consultative Committee

214/18

RESOLVED (Marshall/Bray)

That Council:

1. Note the minutes of Consultative Committee on Aboriginal Issues held on 15 May 2018;
2. Adopt recommendations CAI 03/18 – CAI 04/18 from the meeting held on 15 May 2018.

CAI 03/18 Note that a working group be put together for the new Reconciliation Action Plan.

CAI 04/18 That Council conduct an 'Acknowledgement of Country' before all Council and Planning and Strategy Committee of the Whole meetings.

The resolution was carried unanimously.

14.4 Report of the Cultural Development and Public Art Advisory Panel - 4 May 2018

215/18

RESOLVED (Taylor/Biscotti)

That Council note the minutes of the Cultural Development and Public Art Advisory Panel held on 4 May 2018.

The resolution was carried unanimously.

14.5 The Q Board Meeting - May 2018

216/18

RESOLVED (Bray/Taylor)

That Council note the minutes of The Q Board held on 28 May 2018.

The resolution was carried unanimously.

14.6 Minutes of Canberra Region Joint Organisation's meeting 2-3 May 2018

217/18

RESOLVED (Schweikert/Harrison)

That Council note the minutes of meeting of the Canberra Region Joint Organisation held on 2-3 May 2018.

The resolution was carried unanimously.

14.7 Minutes of the Bungendore Locality Committee Meeting 21 May 2018

218/18

RESOLVED (Schweikert/Biscotti)

That Council:

1. Note the minutes of the inaugural meeting of the Bungendore Locality Committee held on 21 May 2018;
2. Adopt the following recommendation from the meeting:

BGDLC01/2018 RECOMMENDATION

That the Terms of Reference for the Bungendore Locality Committee be amended as follows:

1. No.1, second dot point – delete
2. No.1, third dot point – amend to read: “provide a forum for consultation with s.355 committee representatives in the locality...”
3. No.2, third dot point – delete
4. No.3, amend to read: “Meetings will be held quarterly...”
5. No.4, amend to read: “A quorum for the meeting will be two Council representatives (a minimum of one staff and one Councillor) and two other committee representatives.”

The resolution was carried unanimously.

14.8 Minutes of the Araluen, Majors Creek, Gundillion Locality Committee Meeting 28 May 2018

MOVED (Marshall/Winchester)

That Council:

1. Note the minutes of the inaugural meeting of the Araluen/Majors Creek/Gundillion Locality Committee held on 28 May 2018;
2. Adopt the following recommendations from the meeting:

ALC01/2018 RECOMMENDATION

That Council, on behalf of local residents:

1. continue to advocate and lobby the NSW Government on all telecommunications and radio services in the Wyanbene, Gundillion, Araluen and Majors Creek areas, and
2. request a commitment from all state and federal candidates in upcoming elections regarding these services.

ALC02/2018 RECOMMENDATION

That Council investigate the following issues:

1. An 80km/ph speed limit past the Majors Creek mine;
2. The maintenance of the approaches of the Wyanbene crossing due to the floods in 2017 which caused sand and rubble to be built up;
3. Clearing of the creek line vegetation upstream of Araluen Bridge on the Majors Creek Road, and
4. The status of the Majors Creek Mountain Road.

Cr Harrison foreshadowed a CONTRARY motion:

[“That Council:

1. Note the minutes of the inaugural meeting of the Araluen/Majors Creek/Gundillion Locality Committee held on 28 May 2018;
2. Note the following recommendations from the meeting:

ALC01/2018 RECOMMENDATION

That Council, on behalf of local residents:

1. continue to advocate and lobby the NSW Government on all telecommunications and radio services in the Wyanbene, Gundillion, Araluen and Majors Creek areas, and
2. request a commitment from all state and federal candidates in upcoming elections regarding these services.

ALC02/2018 RECOMMENDATION

That Council investigate the following issues:

1. An 80km/ph speed limit past the Majors Creek mine;
2. The maintenance of the approaches of the Wyanbene crossing due to the floods in 2017 which caused sand and rubble to be built up;
3. Clearing of the creek line vegetation upstream of Araluen Bridge on the Majors Creek Road, and
4. The status of the Majors Creek Mountain Road.”]

The motion (of Crs Marshall and Winchester) was PUT and LOST.

For: Crs Marshall and Winchester

Against: Crs Biscotti, Bray, Brown, Harrison, Hicks, Noveska, Overall, Schweikert and Taylor

The foreshadowed motion (of Cr Harrison) was brought forward, seconded by Cr Schweikert, PUT and CARRIED.

219/18

RESOLVED (Harrison/Schweikert)

That Council:

1. Note the minutes of the inaugural meeting of the Araluen/Majors Creek/Gundillion Locality Committee held on 28 May 2018;
2. Note the following recommendations from the meeting:

ALC01/2018 RECOMMENDATION

That Council, on behalf of local residents:

1. continue to advocate and lobby the NSW Government on all telecommunications and radio services in the Wyanbene, Gundillion, Araluen and Majors Creek areas, and
2. request a commitment from all state and federal candidates in upcoming elections regarding these services.

ALC02/2018 RECOMMENDATION

That Council investigate the following issues:

1. An 80km/ph speed limit past the Majors Creek mine;
2. The maintenance of the approaches of the Wyanbene crossing due to the floods in 2017 which caused sand and rubble to be built up;
3. Clearing of the creek line vegetation upstream of Araluen Bridge on the Majors Creek Road, and
4. The status of the Majors Creek Mountain Road.

For: Crs Biscotti, Bray, Brown, Harrison, Hicks, Noveska, Overall, Schweikert and Taylor

Against: Crs Marshall and Winchester

14.9 Minutes of Les Reardon Reserve s.355 Committee Meetings

220/18

RESOLVED (Harrison/Hicks)

That Council note the minutes of the following meetings of the Les Reardon Reserve s.355 Committee:

1. Annual General Meeting 18 September 2017

2. Committee meeting 18 September 2017
3. Committee meeting 11 December 2017
4. Committee meeting 19 February 2018

The resolution was carried unanimously.

14.10 Burra/Cargill Park s.355 Committee minutes

221/18

RESOLVED (Schweikert/Taylor)

That Council note the minutes of Burra/Cargill Park s.355 Committee meetings held on 12 July 2017 and 27 March 2018.

The resolution was carried unanimously.

14.11 Minutes of the Burra Locality Committee meeting 5 June 2018

MOVED (Winchester/Brown)

That Council:

1. Note the minutes of the inaugural meeting of the Burra Locality Committee held on 5 June 2018;
2. Adopt the following recommendations from the meeting:

BURLC01/2018 RECOMMENDATION

That Council:

1. undertake a safety audit of:
 - a. the intersection of Monaro Highway and Old Cooma Rd, and
 - b. the intersection between Old Cooma Road and Googong Road, and
2. review ways of improving traffic flows along Old Cooma Rd, including the slip lane proposal for continuing traffic, in the construction and design of new intersection with Old Cooma Rd and Googong Rd.

BURLC02/2018 RECOMMENDATION

That Council investigate the feasibility of building a playground in the Royalla Common, as illustrated on the Royalla Common Master Plan.

BURLC03/2018 RECOMMENDATION

That Council staff:

1. inspect and repair the sullage drain from the kitchen of the Burra Hall and
2. carry out spraying of African lovegrass and St John's Wort in the Burra and Cargill Parks.

BURLC04/2018 RECOMMENDATION

That Council provide the Royalla Common s.355 Committee with a financial statement that clearly showed the state of the s.94 funds, grant funding and Council funds in respect of the Royalla Common.

Cr Schweikert foreshadowed a CONTRARY motion:

[“That Council:

1. Note the minutes of the inaugural meeting of the Burra Locality Committee held on 5 June 2018;
2. Note the following recommendations from the meeting:

BURLC01/2018 RECOMMENDATION

That Council:

1. undertake a safety audit of the intersection between Old Cooma Road and Googong Road,
2. review ways of improving traffic flows along Old Cooma Rd, including the slip lane proposal for continuing traffic, in the construction and design of new intersection with Old Cooma Rd and Googong Rd.

BURLC02/2018 RECOMMENDATION

That Council investigate the feasibility of building a playground in the Royalla Common, as illustrated on the Royalla Common Master Plan.

BURLC03/2018 RECOMMENDATION

That Council staff:

1. inspect and repair the sullage drain from the kitchen of the Burra Hall and
2. carry out spraying of African lovegrass and St Johns Wort in the Burra and Cargill Parks.

BURLC04/2018 RECOMMENDATION

That Council provide the Royalla Common s.355 Committee with a financial statement that clearly showed the state of the s.94 funds, grant funding and Council funds in respect of the Royalla Common.

3. Seek information from the ACT Government on safety audits and plans for improvement for the intersection of Monaro Highway and Old Cooma Rd.”]

The motion (of Crs Winchester and Brown) was PUT and LOST.

For: Crs Brown, Noveska, Overall and Winchester

Against: Crs Biscotti, Bray, Harrsion, Hicks, Marshall, Schweikert and Taylor

The foreshadowed motion (of Cr Schweikert) was brought forward in amended form, seconded by Cr Harrison, PUT and CARRIED.

222/18

RESOLVED (Schweikert/Harrison)

That Council:

1. Note the minutes of the inaugural meeting of the Burra Locality Committee held on 5 June 2018;
2. Note the following recommendations from the meeting:

BURLC01/2018 RECOMMENDATION

That Council:

1. undertake a safety audit of:
 - a. the intersection of Monaro Highway and Old Cooma Rd, and
 - b. the intersection between Old Cooma Road and Googong Road, and

2. review ways of improving traffic flows along Old Cooma Rd, including the slip lane proposal for continuing traffic, in the construction and design of new intersection with Old Cooma Rd and Googong Rd.

BURLC02/2018 RECOMMENDATION

That Council investigate the feasibility of building a playground in the Royalla Common, as illustrated on the Royalla Common Master Plan.

BURLC03/2018 RECOMMENDATION

That Council staff:

1. inspect and repair the sullage drain from the kitchen of the Burra Hall and
2. carry out spraying of African lovegrass and St Johns Wort in the Burra and Cargill Parks.

BURLC04/2018 RECOMMENDATION

That Council provide the Royalla Common s.355 Committee with a financial statement that clearly showed the state of the s.94 funds, grant funding and Council funds in respect of the Royalla Common.

3. Seek information from the ACT Government on safety audits and plans for improvement for the intersection of Monaro Highway and Old Cooma Rd.

The resolution was carried unanimously.

14.12 Tourism Advisory Panel - Minutes of Meeting 7 May 2018

223/18

RESOLVED (Schweikert/Taylor)

That Council note the minutes of the Tourism Advisory Panel held on 7 May 2018.

The resolution was carried unanimously.

14.13 Economic Advisory Panel - Minutes of Meeting held on 3 May 2018

224/18

RESOLVED (Schweikert/Harrison)

That Council:

1. Note the minutes of Economic Advisory Panel held on 3 May 2018;
2. Note recommendation 4.1 from the meeting held on 3 May 2018.
 - 4.1 RECOMMENDATION that Council support the provision of instruments to promote the visualisation of the new CBD Spatial Business Plan as part of the Communications Strategy. This may include producing a physical model of the new CBD vision for display, use of virtual reality goggles and use of a shopfront or public venue to promote the new CBD vision.

The resolution was carried unanimously.

14.14 Local Area Traffic Committee - Meeting Held 5 June 2018

225/18

RESOLVED (Schweikert/Hicks)

That Council:

1. Note the minutes of Local Traffic Committee Meeting held on 5 June 2018;
2. Adopt recommendations LTC 22/18 to LTC 29/18 from the meeting held on 5 June 2018:
 - LTC 22/18 Under the Roads Act 1993 approve the traffic control plan for the St Paul's Anglican Church 150yr Celebration in Burra on Saturday 19 May 2018 from 1.00pm to 3.00pm
 - LTC 23/18 Under the Road Transport Act 2013 approve the installation of 'One Way' signage as per the design, on Thurrallilly Street.
 - LTC 24/18 Road Transport Act 2013 approve the installation of various Low Clearance signage as per the design incorporating the additional recommendations detailed in the minutes, on Collet Street and Morisset Street, Queanbeyan.
 - LTC 25/18 Under the Road Transport Act 2013 approve the replacement of existing "No Parking" signs to "No Stopping" signs at the bus zones as per the design on Gorman Drive, Googong.
 - LTC 26/18 Under the Road Transport Act 2013 approve the installation of 'No Stopping' signs and install line marking as per the design, modified as described in the minutes on Cooma Street, Queanbeyan.
 - LTC 27/18 Under the Road Transport Act 2013 approve the installation of line marking in accordance with the design at John Bull Street, Queanbeyan.
 - LTC 28/18 Under the Road Transport Act 2013 approve the installation of line marking in accordance with the design at Denley Drive, Wamboin.
 - LTC 29/18 Under the Road Transport Act 2013 approve the installation of design that addresses the issues detailed in the minutes, for the River Path at Isabella Street, Collett Street and Waniassa Street, Queanbeyan with the inclusion of yellow line-marking on the kerb to mark areas for no-parking.

The resolution was carried unanimously.

14.15 Report on 10 May Meeting of the Audit, Risk and Improvement Committee

226/18

RESOLVED (Marshall/Harrison)

That Council note the minutes of the Audit, Risk and Improvement Committee meeting of 10 May 2018.

The resolution was carried unanimously.

SUPPLEMENTARY REPORT**14.16 Local Traffic Committee - Extraordinary Meeting 20 June 2018 - Freedom of Entry March**

227/18

RESOLVED (Schweikert/Harrison)

That Council:

1. Note the report of the Local Traffic Committee 20 June 2018;
2. Adopt recommendation of the LTC 30/18 to approve the traffic control plan and related road closures as detailed below for the Freedom of Entry March 2018 in Queanbeyan to be held 1 July 2018.

The resolution was carried unanimously.

15. DELEGATES' REPORTS

Cr Harrison reported on his attendance at the following:

- Dargues Reef Community Consultative Committee meeting
- Australian Local Government Association National General Assembly

Cr Schweikert reported on his attendance at the Bungendore War Memorial Committee meeting.

Cr Overall reported on his attendance at the Queanbeyan-Palerang Homelessness and Housing Solutions forum.

Cr Bray reported on his attendance at the following:

- Anniversary of the Battle of Waterloo Prestige Car Show
- Two book launches that were prepared and published by Queanbeyan citizens
- World Refugee Day

16. RESPONSES TO COUNCILLORS' QUESTIONS**16.1 Responses to Councillors' Questions**

228/18

RESOLVED (Schweikert/Harrison)

That the report be received for information.

The resolution was carried unanimously.

18. MATTERS OF WHICH NOTICE HAS NOT BEEN GIVEN BUT RULED BY THE CHAIR TO BE CONSIDERED

There were no matters.

19. COUNCILLORS' QUESTIONS FOR NEXT MEETING

1. Cr Winchester requested an update on the negotiations of the VPA with the Googong developers. The CEO/General Manager advised that propositions have been put forward between both parties and a session is expected to be held

with Councillors in the next couple of months on a draft proposal, followed by a report to Council.

2. Cr Marshall requested Council be provided with copies of the agreements for the Stronger Community Fund grants and any other State or Federal grants. The CEO/General Manager advised that Council provides six-monthly lists to the Councillors of the purpose and status of grants, and will also provide information on the terms of signage required for those projects.

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

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

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

PRESENTATIONS

There were no presentations.

229/18

RESOLVED (Harrison/Hicks)

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

Item 20.1 Writing off Water Usage Accounts Due to Undetectable Leaks

Item 20.1 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 13.1 Heritage Advisors' Positions and Annual Report 2018

Item 13.1 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The meeting then moved into Closed Session at 9.18pm to discuss the matters listed above.

The meeting returned to Open Session at 9.38pm by virtue of Resolution No. 233/18 made in Closed Session.

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

In accordance with Clause 253 of the Local Government (General) Regulations 2005, the Mayor read out the decisions of Council made in Closed Session.

20.1 Writing off Water Usage Accounts Due to Undetectable Leaks

That Council write off a total of \$3,568.20 in water usage charges for the properties listed in this report.

13.1 Heritage Advisors' Positions and Annual Report 2018

That:

1. The report be received for information;
2. Council review the positions of the two Heritage Advisors in the coming 12 months.

The time being 9.38pm, Cr Overall announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**



MINUTES OF THE EXTRAORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Thursday, 28 June 2018 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Overall (Chair), Crs Biscotti, Bray AM, Brown, Harrison, Hicks, Marshall, Noveska, Schweikert, Taylor (from 5.59pm) and Winchester.

Staff: P Tegart, CEO/General Manager; N Abbott, A/Portfolio General Manager Natural and Built Character; P Hansen, Portfolio General Manager Community Connections; R Tozer, A/Portfolio General Manager Community Choice; P Neil, Portfolio General Manager Organisational Capability and S Taylor, Chief Financial Officer.

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

Acknowledgment of Country: The Mayor acknowledged the traditional custodians of the land upon which the meeting was held.

1. APOLOGIES

There were no apologies.

2. DISCLOSURES OF PECUNIARY INTERESTS

234/18

RESOLVED (Schweikert/Biscotti)

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

The resolution was carried unanimously.

There were no disclosures.

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

The following presenters were heard:

Mr Robert Knight – Item 4.1 – Adoption of draft Integrated Plans

Mr Paul Bombardier – Item 4.1 – Adoption of draft Integrated Plans

Mr Michael Kitchen – Item 4.1 – Adoption of draft Integrated Plans

Mr Tharren Kingston-Lee - Item 4.1 – Adoption of draft Integrated Plans

During discussion, Cr Taylor joined the meeting at 5.59pm.

4. ITEMS FOR DETERMINATION

4.1 Adoption of draft Integrated Plans

MOVED (Bray/Schweikert)

That:

- Following the consideration of public submissions made on the draft Integrated Planning documents and in accordance with Section 402(6), 404(4) and 404(5) of the *Local Government Act 1993*, Council adopt the Delivery Program 2018-21 and the Operational Plan 2018-19 with the amendments shown below:

Topic	Budget movement	Funding source
Include the Local Government Remuneration Tribunal's remuneration levels for 2018 (2.5% increase) as follows: <ul style="list-style-type: none"> Councillors - \$19,970 Mayor - \$43,170 in addition to the councillor fee 	-\$6,330 in 2018-19	Revenue
Storage facility at Brad Haddin Oval, Queanbeyan	-\$20,000 in 2019-20	Revenue
Storage facility at Rockley Oval, Googong	-\$40,000 in 2018-19	Revenue
Upgrade of Crawford/Erin/Campbell St intersection	-\$800,000 in 2018-19	Grant funding
Upgrade irrigation at Mick Sherd Oval, Bungendore	-\$165,000 in 2018-19	Revenue
Playground at Royalla	-\$80,000 in 2018-19	\$40,000 – grant/community fundraising/contribution \$40,000 – revenue/s94
Barracks Flat Park off-street carpark	-\$90,000 in 2018-19	Revenue
Sealing of Saleyards Lane, Braidwood	-\$250,000 in 2019-20	Revenue
Upgrade bike track at The Scar	-\$50,000 in 2018-19	Grant funding
Remove Crawford Pedestrian Corridor from Delivery Program	+\$1,030,000 in 2018-19	Reserves
Move Lowe Pedestrian Corridor from 2019-20 to 2020-21	+\$1,030,000 in 2019-20 -\$1,030,000 in 2020-21	Reserves
Remove Lowe Carpark from Delivery Program	+\$5,150,000	Loan

Low Public Domain	-\$3,500,000 in 2019-20	Loan
Road safety projects	-\$41,000 in 2018-19	Grant funding
Training, Development and Performance of staff	-\$709,600 in 2018-19	Revenue
QPRC Visitor Guide	-\$20,000 in 2018-19	\$15,000 Revenue \$5,000 advertising income
Edwin Land Parkway noise testing/modelling	-\$50,000 in 2018/19	Revenue

2. The following significant changes to the Delivery Program be placed on public exhibition for 28 days and the outcome of that exhibition be reported back to Council for adoption:
 - Allocation of \$8m (\$4m from each Queanbeyan water and sewer reserves) for contribution to the construction of South Jerrabomberra Business Technology Park infrastructure.
 - Inclusion of Morisset Multilevel Carpark (\$14m loan: \$7m in 2019-20 and \$7m in 2020-21).
 - Increase funding for Queanbeyan Head Office and Smart Hub project from \$28.7m to \$44.61m (\$1.35m in 2018-19 and \$43.26 in 2020-21).
3. In accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council approve expenditure in the adopted Operational Plan 2018-19.
4. In accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council vote funds to meet the expenditure in the adopted Operational Plan 2018-19.
5. Council adopt the Revenue Policy in accordance with Section 405 of the *Local Government Act 1993*.
6. Council adopt the Fees and Charges in accordance with Section 608 of the *Local Government Act 1993* subject to adjustments as shown in submissions FC1, FC2, FC3, FC4, FC5, FC7, FC8, FC10, FC11, FC12, FC13, FC14 and FC16.
7. Fees and charges for the hire of the Axis Youth Centre that are included in the 2017-18 Fees and Charges be incorporated into the 2018-19 Fees and Charges, with no increases.
8. The following proposed fees and charges be publicly exhibited for 28 days. If no significant issues are raised during the exhibition period, the fees will be implemented without further report to Council. The proposed fees are:
 - Braidwood Recreation Ground – use of lights - \$10 per hour.
 - Where a solid fuel heater appliance is included with construction certificate application – increase calculated construction certificate fee by \$320.
 - Fee for advertising proposed street name – at cost.
 - Creation of traffic control plan - \$50 per hour.
 - Increase the release fee for impounded shopping trolleys from \$80 to \$120 each.
9. Council receive reports on the following matters for future consideration with the Delivery Program, and as a consequence consider funding for these matters at the quarterly budget review:
 - condition and safety of Mulloon Road;

- extension of sealing Mathews Lane to the second Bungendore Showground entrance;
 - upgrading of Forest Road Bywong;
 - fencing of the Bungendore dog off-lead area;
 - operations and funding of the family daycare program;
 - rehabilitation and renewal program of local roads in the rural area,
10. Council endorse the QPRC Resourcing Strategy which includes the revised Delivery Program estimates, noting the Strategy will be updated once Council endorses the Long Term Financial Plan and Workforce Management Plan in coming months.
11. Council note that the adopted Integrated Plans will be available to the public via Council's website following amendments shown in this report.
12. Those persons who made submissions to the draft Integrated Plans be thanked for their submission and be advised in writing of Council's decisions.

Cr Winchester moved an AMENDMENT, seconded by Cr Brown, as per the motion with the exception that the funding source for the Playground at Royalla be "\$80,000 – from revenue and s.94". When put to the vote, the amendment was declared LOST.

For: Crs Brown, Noveska and Winchester

Against: Crs Biscotti, Bray, Harrison, Hicks, Marshall, Overall, Schweikert and Taylor

The motion (of Crs Bray and Schweikert) was PUT and CARRIED.

235/18 **RESOLVED (Bray/Schweikert)**

That:

1. Following the consideration of public submissions made on the draft Integrated Planning documents and in accordance with Section 402(6), 404(4) and 404(5) of the *Local Government Act 1993*, Council adopt the Delivery Program 2018-21 and the Operational Plan 2018-19 with the amendments shown below:

Topic	Budget movement	Funding source
Include the Local Government Remuneration Tribunal's remuneration levels for 2018 (2.5% increase) as follows: <ul style="list-style-type: none"> • Councillors - \$19,970 • Mayor - \$43,170 in addition to the councillor fee 	-\$6,330 in 2018-19	Revenue
Storage facility at Brad Haddin Oval, Queanbeyan	-\$20,000 in 2019-20	Revenue
Storage facility at Rockley Oval, Googong	-\$40,000 in 2018-19	Revenue
Upgrade of Crawford/Erin/Campbell St intersection	-\$800,000 in 2018-19	Grant funding
Upgrade irrigation at Mick Sherd Oval, Bungendore	-\$165,000 in 2018-19	Revenue

Playground at Royalla	-\$80,000 in 2018-19	\$40,000 – grant/community fundraising/contribution \$40,000 – revenue/s94
Barracks Flat Park off-street carpark	-\$90,000 in 2018-19	Revenue
Sealing of Saleyards Lane, Braidwood	-\$250,000 in 2019-20	Revenue
Upgrade bike track at The Scar	-\$50,000 in 2018-19	Grant funding
Remove Crawford Pedestrian Corridor from Delivery Program	+\$1,030,000 in 2018-19	Reserves
Move Lowe Pedestrian Corridor from 2019-20 to 2020-21	+\$1,030,000 in 2019-20 -\$1,030,000 in 2020-21	Reserves
Remove Lowe Carpark from Delivery Program	+\$5,150,000	Loan
Lowe Public Domain	-\$3,500,000 in 2019-20	Loan
Road safety projects	-\$41,000 in 2018-19	Grant funding
Training, Development and Performance of staff	-\$709,600 in 2018-19	Revenue
QPRC Visitor Guide	-\$20,000 in 2018-19	\$15,000 Revenue \$5,000 advertising income
Edwin Land Parkway noise testing/modelling	-\$50,000 in 2018/19	Revenue

2. The following significant changes to the Delivery Program be placed on public exhibition for 28 days and the outcome of that exhibition be reported back to Council for adoption:
 - Allocation of \$8m (\$4m from each Queanbeyan water and sewer reserves) for contribution to the construction of South Jerrabomberra Business Technology Park infrastructure.
 - Inclusion of Morisset Multilevel Carpark (\$14m loan: \$7m in 2019-20 and \$7m in 2020-21).
 - Increase funding for Queanbeyan Head Office and Smart Hub project from \$28.7m to \$44.61m (\$1.35m in 2018-19 and \$43.26 in 2020-21).
3. In accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council approve expenditure in the adopted Operational Plan 2018-19.
4. In accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council vote funds to meet the expenditure in the adopted Operational Plan 2018-19.
5. Council adopt the Revenue Policy in accordance with Section 405 of the *Local Government Act 1993*.
6. Council adopt the Fees and Charges in accordance with Section 608 of the *Local Government Act 1993* subject to adjustments as shown in submissions FC1, FC2, FC3, FC4, FC5, FC7, FC8, FC10, FC11, FC12, FC13, FC14 and FC16.

7. Fees and charges for the hire of the Axis Youth Centre that are included in the 2017-18 Fees and Charges be incorporated into the 2018-19 Fees and Charges, with no increases.
8. The following proposed fees and charges be publicly exhibited for 28 days. If no significant issues are raised during the exhibition period, the fees will be implemented without further report to Council. The proposed fees are:
 - Braidwood Recreation Ground – use of lights - \$10 per hour.
 - Where a solid fuel heater appliance is included with construction certificate application – increase calculated construction certificate fee by \$320.
 - Fee for advertising proposed street name – at cost.
 - Creation of traffic control plan - \$50 per hour.
 - Increase the release fee for impounded shopping trolleys from \$80 to \$120 each.
9. Council receive reports on the following matters for future consideration with the Delivery Program, and as a consequence consider funding for these matters at the quarterly budget review:
 - condition and safety of Mulloon Road;
 - extension of sealing Mathews Lane to the second Bungendore Showground entrance;
 - upgrading of Forest Road Bywong;
 - fencing of the Bungendore dog off-lead area;
 - operations and funding of the family daycare program;
 - rehabilitation and renewal program of local roads in the rural area,
10. Council endorse the QPRC Resourcing Strategy which includes the revised Delivery Program estimates, noting the Strategy will be updated once Council endorses the Long Term Financial Plan and Workforce Management Plan in coming months.
11. Council note that the adopted Integrated Plans will be available to the public via Council's website following amendments shown in this report.
12. Those persons who made submissions to the draft Integrated Plans be thanked for their submission and be advised in writing of Council's decisions.

For: Crs Biscotti, Bray, Brown, Hicks, Marshall, Noveska, Overall, Schweikert, Taylor and Winchester

Against: Cr Harrison

4.2 Activity Cost Attribution and Distribution of Governance Directive

236/18

RESOLVED (Schweikert/Harrison)

That Council adopt the Activity Cost Attribution and Distribution of Governance Policy.

The resolution was carried unanimously.

4.3 Making the Rate for 2018/2019 Queanbeyan-Palerang Regional Council

237/18

RESOLVED (Bray/Schweikert)

That Council make the following Rates and Annual Charges for the 2018/19 financial year and that such Rates and Annual Charges be the amount specified hereunder for the Queanbeyan-Palerang Regional Council:

In accordance with section 533, 534, 535 and 566 of the *Local Government Act 1993* (the Act), Council makes the following Rates and Annual Charges for the period 1 July 2018 to 30 June 2019, being the financial year 2018/2019.

Annual Rates

Residential Rates

Residential Ordinary

An ordinary rate will be levied on all rateable land categorised as “**Residential**” under section 516 of the Act which falls within the designated area of the former Queanbeyan City Council as indicated on Page 14 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of zero point one four six cents in the dollar (0.146) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of four hundred and eighty six dollars and sixty cents (\$486.60) which is equivalent to 43.26% of the total rates levied for this category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Residential Ordinary**”.

Residential Queanbeyan/Jerrabomberra Urban

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Urban**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of zero point three eight four nine cents in the dollar (0.3849) calculated on the land value issued by the NSW-Valuer General’s Office with base date 1 July 2016, and a base amount of three hundred and seventeen dollars and eighty cents (\$317.80) which is equivalent to 27.32% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Residential Urban**”.

Residential Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Googong**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of zero point four eight three one cents in the dollar (0.4831) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of three hundred and ninety two dollars (\$392.00) which is equivalent to 23.58% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Residential Googong**”.

Residential Tralee

An ordinary rate will be levied on all rateable land sub-categorised as “**Residential Tralee**” under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 14 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of zero point four eight three one cents in the dollar (0.4831) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount

of three hundred and ninety two dollars (\$392.00). In accordance with section 543(1) of the Act this rate be named “**Residential Tralee**”.

Rural Residential

An ordinary rate will be levied on all rateable land sub-categorised as “**Rural Residential**” under section 516(1)(c) and section 529(2) (b) of the Act which falls within the designated area of the former Queanbeyan City Council, consisting of an ad-valorem rate of zero point one four six cents in the dollar (0.146) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of four hundred and eighty six dollars and sixty cents (\$486.60) which is equivalent to 40.93% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Rural Residential**”.

Residential - Palerang

An ordinary rate will be levied on all rateable land categorised as “**Residential**” under section 516 and section 529(2) (b) of the Act which falls within the designated area of the former Palerang Council, consisting of an ad-valorem rate of zero one eight two two cents in the dollar (0.1822) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of four hundred and eighty five dollars and ninety cents (\$485.90) which is equivalent to 48.36% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Residential Palerang**”.

Farmland Ordinary

An ordinary rate will be levied on all rateable land categorised as “**Farmland**” under section 515 of the Act which falls within the designated area of the former Queanbeyan City Council, consisting of an ad-valorem rate of zero point zero nine three eight cents in the dollar (0.0938) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of eight hundred and forty seven dollars and ten cents (\$847.10) which is equivalent to 25.98% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Farmland Ordinary**”.

Farmland Palerang

An ordinary rate will be levied on all rateable land categorised as “**Farmland**” under section 515 and section 529(2) (a) of the Act which falls within the designated area of the former Palerang Council, consisting of an ad-valorem rate of zero point one eight five seven cents in the dollar (0.1857) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of one thousand one hundred and forty two dollars and twenty cents (\$1,142.20) which is equivalent to 48.59% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Farmland Palerang**”.

Business Ordinary

An ordinary rate will be levied on all rateable land categorised as “**Business**” under section 518 of the Act which falls within the designated area of the former Queanbeyan City Council, consisting of an ad-valorem rate of one point three four six cents in the dollar (1.346) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of four hundred and thirty dollars and seventy cents (\$430.70) which is equivalent to 5.70% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Business Ordinary**”.

Business CBD

An ordinary rate will be levied on all rateable land sub-categorised as “**Business CBD**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of one point eight one six cents in the dollar (1.816) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of six hundred and thirty six dollars and twenty cents (\$636.20) which is equivalent to 5.97% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Business CBD**”.

Business Industrial

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Industrial**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of zero point eight zero seven one cents in the dollar (0.8071) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of four hundred and thirty one dollars and eighty cents (\$431.80) which is equivalent to 11.75% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Business Industrial**”.

Business Karabar

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Karabar**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of two point one seven eight cents in the dollar (2.178) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of five hundred and twenty dollars and forty cents (\$520.40) which is equivalent to 3% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Business Karabar**”.

Business Jerrabomberra

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Jerrabomberra**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of two point one seven eight cents in the dollar (2.178) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of five hundred and twenty dollars and forty cents (\$520.40) which is equivalent to 2.14% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Business Jerrabomberra**”.

Business Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Googong**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 15 of the Draft Revenue Policy 2018/19, consisting of an ad-valorem rate of two point one seven eight cents in the dollar (2.178) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of five hundred and twenty dollars and forty cents (\$520.40) which is equivalent to 7.10% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Business Googong**”.

Business Palerang

An ordinary rate will be levied on all rateable land categorised as “**Business**” under section 518 and section 529(2) (d) of the Act which falls within the designated area of the former Palerang Council, consisting of an ad-valorem rate of zero point one nine two nine cents in the dollar (0.1929) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of four hundred and twelve dollars and thirty cents (\$412.30) which is equivalent to 46.62% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Business Palerang**”.

Mining

An ordinary rate will be levied on all rateable land categorised as “**Mining**” under section 517 of the Act, consisting of an ad-valorem rate of zero point five one two five cents in the dollar (0.5125) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2016, and a base amount of one thousand and fifty eight dollars and thirty cents (\$1,058.30) which is equivalent to 8.54% of the total rates levied for this sub-category in 2018/2019. In accordance with section 543(1) of the Act this rate be named “**Mining**”.

Annual Charges**Domestic Waste Management****Domestic Waste Management Annual Charges**

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

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

Table 1.

Type	DWM Bin Service	Service Frequency	Charge Amount	GST
DW1	140L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$319.00	Nil
DW2	240L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$425.00	Nil
DW3	Additional Bins Service 140L Waste	Weekly	\$148.00	Nil
DW4	240L Waste	Weekly	\$180.00	
DW5	240L Recycling	Fortnightly	\$81.00	
DW6	240L Green Waste	Fortnightly	\$81.00	
DW7	Multi-Unit Shared Service 240L Waste 240L Recycle	Weekly Fortnightly	\$291.00	Nil

DW8	Multi-Unit Shared Service 240L Waste 240L Recycle 240L Green Waste (shared)	Weekly Fortnightly Fortnightly	\$319.00	Nil
DW9	Multi Unit Shared Service Additional Greenwaste	Fortnightly	\$81.00	Nil
DW12	Multi-Unit Shared Service 140L Waste Shared Recycle Booked Cleanup	Weekly Fortnightly Bi-annually	\$291	Nil
DW13	Multi-Unit Shared Service 140L Waste 240L Recycle 240L Green Waste	Weekly Fortnightly Fortnightly	\$319	Nil
DW10	Vacant Domestic Charge		\$25.00	Nil
DW14	Recycling Bin Upsize 360L Recycling	Fortnightly	\$24.00	Nil
DW11	Rural Waste Availability Charge		\$47.00	Nil
DW15	Rural Waste 240L Waste 240L Recycling	Fortnightly Fortnightly	\$346.00	Nil
DW17	Rural Waste 240L Recycling only	Fortnightly	\$176.00	Nil
DW21	Rural Waste Additional 240L waste	Fortnightly	\$164.00	Nil
DW22	Rural Waste Additional 240L recycling	Fortnightly	\$126.00	Nil

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

Table 2.

Type	DWM Bin Service	Service Frequency	Charge Amount	GST
DWP1	Domestic Waste Urban 140L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$375.00	Nil
DWP2	Domestic Waste Urban 240L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$407.00	Nil

DWP3	Domestic Waste Urban 360L Waste 240L Recycling 240L Green Waste	Weekly Fortnightly Fortnightly	\$454.00	Nil
DWP4	Domestic Waste Rural 240L Waste 240L Recycling	Fortnightly Fortnightly	\$303.00	Nil
DWP5	Domestic Waste Rural 360L Waste 240L Recycling	Fortnightly Fortnightly	\$386.00	Nil
DWP6	Domestic Waste Rural Compound Bin 240L Waste 240L Recycling	Fortnightly Fortnightly	\$228.00	Nil
DWP7	Domestic Waste Rural Compound Bin 360L Waste 240L Recycling	Fortnightly Fortnightly	\$290.00	Nil
DWP8	Domestic Waste Rural Sutton East, Carwoola, Urila and Primrose Valley 240L Recycling	Fortnightly	\$105.00	Nil
DWP9	Domestic Waste Rural Sutton East, Carwoola, Urila and Primrose Valley 360L Recycling	Fortnightly	\$151.00	Nil
DWP10 DWP11	Domestic Waste Rural Sutton East, Carwoola, Urila Additional Bins Service 240L Recycling 360L Recycling	Fortnightly Fortnightly	\$85.00 \$129.00	Nil
DWP12	Vacant Domestic Charge		\$25.00	Nil
DWP13	Replacement Bin Upsize 240-360L Recycling	Fortnightly	\$151.00	Nil
DWP14 DWP15 DWP16 DWP17 DWP18	Domestic Waste Urban Additional Bins Service 140L Waste Bin 240L Waste Bin 360L Waste Bin 240L Recycling Bin 360L Recycling Bin	Weekly Weekly Weekly Fortnightly Fortnightly	\$152.00 \$233.00 \$323.00 \$94.00 \$129.00	Nil

DWP19	Domestic Rural Waste Additional Bins Service 140L Waste Bin	Fortnightly	\$109.00	Nil
DWP20	240L Waste Bin	Fortnightly	\$166.00	
DWP21	360L Waste Bin	Fortnightly	\$233.00	
DWP22	240L Recycling Bin	Fortnightly	\$85.00	
DWP23	360L Recycling Bin	Fortnightly	\$129.00	

Commercial Waste Annual Charge

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

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

Table 3.

Type	Bin Service	Service Frequency	Annual Charge	GST
BW1	Availability Charge		\$94.00	Nil
BW2	240L Waste Bin	Weekly	\$248.00	Nil
BW3	240L Recycling Bin	Fortnightly	\$90.00	Nil
BW4	240L Green Waste Bin	Fortnightly	\$90.00	Nil

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

Table 4.

Defined Service Area Braidwood, Bungendore and Captains Flat

Type	Bin Service	Service Frequency	Annual Charge	GST
BWP1	140L Waste 240L Recycling	Weekly Fortnightly	\$303.00	nil
BWP2	240L Waste 240L Recycling	Weekly Fortnightly	\$335.00	nil
BWP3	360L Waste 240L Recycling	Weekly Fortnightly	\$386.00	nil
BWP11	Additional 140L Waste Bin	Weekly	\$152.00	nil
BWP12	240L Waste Bin	Weekly	\$233.00	
BWP13	360L Waste Bin	Weekly	\$323.00	
BWP14	140L Waste Bin	Fortnightly	\$109.00	
BWP15	240L Waste Bin	Fortnightly	\$166.00	
BWP16	360L Waste Bin	Fortnightly	\$233.00	
BWP17	240L Recycling Bin	Weekly	\$145.00	
BWP18	360L Recycling Bin	Weekly	\$211.00	
BWP19	240L Recycling Bin	Fortnightly	\$85.00	
BWP20	360L Recycling Bin	Fortnightly	\$129.00	
BWP10	Vacant Charge		\$26.00	nil

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

Type	Bin Service	Service Frequency	Annual Charge	GST
BWP4	240L Waste 240L Recycling	Fortnightly Fortnightly	\$301.00	nil
BWP5	360L Waste 240L Recycling	Fortnightly Fortnightly	\$384.00	nil
BWP6	Compound Bins 240L Waste 240L Recycling	Fortnightly	\$226.00	nil
BWP7	Compound Bins 360L Waste 240L Recycling	Fortnightly	\$288.00	nil
BWP21 BWP22	Additional Compound Bins 240L Waste Bin 360L Waste Bin	Fortnightly Fortnightly	\$125.00 \$175.00	nil
BWP10	Vacant Charge		\$26.00	nil

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

Type	Bin Service	Service Frequency	Annual Charge	GST
BWP8	240L Recycling	Fortnightly	\$105.00	nil
BWP9	360L Recycling	Fortnightly	\$151.00	nil

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

Table 7.

Property Service Locality	Qualifier	Frequency	Charge Amount	GST
Palerang Council area East of Queanbeyan River	Roadside recycling service is available	Annual charge per assessment	\$361.00	nil
Palerang Council area East of Queanbeyan River	Roadside recycling service is not available	Annual charge per assessment	\$400.00	nil
Palerang Council area west of Queanbeyan River	No tip pass issued	Annual charge per assessment	\$26.00	nil
Palerang Council area west of Queanbeyan River	Following Tip Pass issued on application	Annual charge per assessment	\$361.00	nil

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

Table 8.

Property Service Locality	Qualifier	Charge Amount	GST
Palerang Council area East of Queanbeyan River where a Landfill pass is issued for disposal of general waste into an authorised landfill	Annual charge per assessment	\$52.00 (GST incl)	\$4.72

Water Annual Access Charges

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

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

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

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

Table 9.

Meter Size	Annual Charge
20 mm	\$263.00
25 mm	\$411.00
32 mm	\$673.00
40 mm	\$1,052.00
50 mm	\$1,644.00
65 mm	\$2,778.00
80mm	\$4,208.00
100 mm	\$6,575.00
150mm	\$14,793.00

Residential Water Annual Access Charge

All rateable land categorised as residential (including strata units) within the benefit areas of the Bungendore, Braidwood and Captains Flat Water Supply Schemes will be charged an annual access charge of four hundred and forty nine dollars \$449.00 in accordance with Section 501 of the Act.

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

Non-Residential Water Annual Access Charge

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

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

Table 10.

Meter Size	Annual Charge
20 mm	\$449.00
25 mm	\$702.00
32 mm	\$1,150.00
40 mm	\$1,796.00
50 mm	\$2,807.00
65 mm	\$4,743.00
80mm	\$7,185.00
100 mm	\$11,227.00
150mm	\$25,256.00

Water Usage Charges

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the defined area of the former Queanbeyan City Council. Water usage will be charge at a single variable rate of **\$3.89** per kl on the all usage recorded through the water meter or meters connected to the property.

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the benefit areas of the Braidwood, Bungendore and Captains Flat Water Supply Schemes. Water usage will be charge at a single variable rate of **\$2.75** per kl on the all usage recorded through the water meter or meters connected to the property.

Recycled Water Annual Access Charge

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

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

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

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

Table 11.

Meter Size	Annual Charge
20 mm	\$263.00
25 mm	\$411.00
32 mm	\$673.00
40 mm	\$1,052.00
50 mm	\$1,644.00
65 mm	\$2,778.00
80mm	\$4,208.00
100 mm	\$6,575.00
150mm	\$14,793.00

Recycled Water Usage Charge

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

A charge will be raised in accordance with Section 502 of the Act for the use of Recycled Water Supply Services on a quarterly basis on the usage recorded through the water meter or meters connected to the property. Water usage will be charged at a single variable rate of **\$3.69** per kl.

Sewerage Service Access Charges

An Annual Sewerage Service Charge of \$672.00 will be raised under section 501 of the Act to apply to all residential properties within the defined area of the former Queanbeyan City Council.

All strata and non-strata units or dual occupancy properties within the defined area of the former Queanbeyan City Council will be charged an Annual Sewerage Service Charge for each single occupancy (e.g. unit, flat or granny flat). The charge is equal to the Residential Sewerage Access charge multiplied by the number of occupancies, multiplied by 50%.

In the case of non-residential properties and properties exempt from rates within the defined area of the former Queanbeyan City Council Annual Sewerage Service Charge will be applied according to the size of the water meter service connection/connections to the property as per table 12.

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

Table 12.

Meter Size	Annual Charge
20 mm	\$672.00
Vacant Land	\$437.00
25 mm	\$1,050.00
32 mm	\$1,720.00
40 mm	\$2,688.00
50 mm	\$4,200.00
65 mm	\$7,098.00
80 mm	\$10,752.00
100 mm	\$16,800.00
150 mm	\$37,800.00

Sewer Access Residential Bungendore, Braidwood & Captains Flat

In the case of all rateable land categorised as residential within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme an Annual Sewerage Access Charge of one thousand and forty five dollars and fifty cents (\$1,045.50), exempt of GST, in accordance with Section 501 of the Act.

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

Non-Residential Sewer Access Annual Charge***Sewer Access Non-Residential Bungendore, Braidwood & Captains Flat***

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

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

Table 13.

Meter Size	Annual Charge
20 mm	\$1,198.00
25 mm	\$1,872.00
32 mm	\$3,067.00
40 mm	\$4,792.00
50 mm	\$7,488.00
65 mm	\$12,654.00
80 mm	\$19,168.00
100 mm	\$29,950.00
150mm	\$67,388.00

Sewerage Usage Charges

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

Sewerage Usage charges for non-residential properties within the defined area of the former Queanbeyan City Council are calculated by applying business category SDF as defined in the NSW Office of Water, Liquid Trade Waste Regulations Guidelines April 2009 to the Sewerage Usage Charge of **\$1.17** per kl and are raised to cover the sewerage treatment costs.

Sewerage Usage charges for non-residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme are calculated by applying business category SDF in table 15 to the Sewerage Usage Charge of **\$2.80** per kl and are raised to cover the sewerage treatment costs.

Table 15.

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

Liquid Trade Waste Annual Charges

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

Table 16.

Category of Discharge	Compliance	Annual Charge	Usage per kl
One	Complying	\$120.00	\$0.00
One	Non Complying	\$120.00	\$2.40
Two	Complying	\$120.00	\$2.40
Two	Non Complying	\$120.00	\$19.71
Three		\$780.00	As stated in Liquid Trade Waste Excess Mass charges in the Schedule of Fees and Charges

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

Table 17.

Category of Discharge	Compliance	Annual Charge	Usage per kl
One	Complying	\$98.00	\$0.00
One	Non Complying	\$98.00	\$3.07
Two	Complying	\$196.00	\$3.07
Two	Non Complying	\$196.00	\$19.00
Three		\$655.00	As stated in Liquid Trade Waste Excess Mass charges in the Schedule of Fees and Charges

Stormwater Management Charge

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

Properties categorised as Residential (Not being Strata Titled)

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

Properties categorised as Residential (Strata Units)

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

Properties categorised as Business (Not being Strata Titled)

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

Properties categorised as Business (Strata Units)

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

Scenario 1 – Business Strata Units Only

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

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

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

Urban Land Exempt from the Stormwater Management Service Charge

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

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

Interest on Overdue Rates & Charges

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

The resolution was carried unanimously.

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

There were no matters.

The time being 6.47pm Cr Overall announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**



PLANNING AND STRATEGY COMMITTEE OF THE WHOLE MEETING

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

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

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

MINUTES OF THE PLANNING AND STRATEGY COMMITTEE OF THE WHOLE OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 11 July 2018 commencing at 5.30pm.

ATTENDANCE

Councillor: Cr Overall (Chair), Crs Biscotti, Bray AM, Brown, Harrison, Hicks, Marshall and Noveska.

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

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

Acknowledgment of Country

The Mayor acknowledged the traditional custodians of the land upon which the meeting was held.

1. APOLOGIES

PLA075/18

RESOLVED (Hicks/Marshall)

That apologies for non-attendance from Crs Schweikert, Taylor and Winchester be received and leave of absence be granted.

The resolution was carried unanimously.

2. DECLARATIONS OF INTEREST

PLA076/18

RESOLVED (Biscotti/Bray)

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

The resolution was carried unanimously.

Cr Biscotti declared a less than significant non-pecuniary interest in Item 5.1 – Waste Strategy Working Group Nominations, stating a nominee is his father in-law.

3. PRESENTATIONS/DEPUTATIONS/PETITIONS

There were no speakers.

STAFF REPORTS

4. ENVIRONMENT, PLANNING AND DEVELOPMENT

4.1 Abbeyfield Planning Proposal to Permit Seniors Housing at 4-6 Majara Street Bungendore

PLA077/18

RESOLVED (Marshall/Harrison)

That Council take the necessary actions to finalise the planning proposal as exhibited which will result in a draft plan to amend Schedule 1 (Additional Permitted Uses) of Palerang Local Environmental Plan 2014, to allow for seniors housing as a permissible use with consent at 4-6 Majara Street Bungendore (Lots 13 & 14 DP 1139067).

The resolution was carried unanimously.

5. INFRASTRUCTURE SERVICES

Cr Biscotti declared a non-pecuniary interest in this item.

5.1 Waste Strategy Working Group Nominations

PLA078/18

RESOLVED (Marshall/Bray)

That Council defer this item to consider in Closed Session in accordance with s10(A) (a) of the *Local Government Act 1993*, because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

For: Crs Bray, Brown, Harrison, Hicks, Marshall, Noveska and Overall.

Cr Biscotti did not vote.

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

At this stage of the proceedings Cr Overall advised that there were items on the Agenda that should be dealt with in Closed Session. Cr Overall then asked if, in accordance with Clause 59.6 of the Council's Code of Meeting Practice, there were any presentations as to why the matters listed below should not be dealt with in Closed Session.

PRESENTATIONS

There were no presentations.

PLA079/18

RESOLVED (Marshall/Harrison)

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

Item 7.2 New Queanbeyan Police Station - Interim Parking Arrangements

Item 7.2 is confidential in accordance with s10(A) (e) of the Local Government Act 1993, because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 5.1 Waste Strategy Working Group Nominations

Item 5.1 is confidential in accordance with s10(A) (a) of the Local Government Act 1993, because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The meeting then moved into Closed Session at 5.34pm to discuss the matters listed above.

The meeting returned to Open Session at 5.45pm by virtue of Resolution No. PLA082/18 made in Closed Session.

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

In accordance with Clause 253 of the Local Government (General) Regulations 2005, the Mayor read out the decisions of Council made in Closed Session.

5.1 Waste Strategy Working Group Nominations

That Council:

1. Express their thanks and appreciation to all who took part in the Expression of Interest process;
2. Appoint the following people as members of the Waste Strategy Working Group:
 - a. Residential Ratepayers (Urban) – Karen Campbell and Margaret Sewell
 - b. Residential Ratepayers (Rural) – Stuart Whitten and Wendy Anderson
 - c. Ratepayers (Business and Industry) – Alan Macdonald and Michael Welford

7.2 New Queanbeyan Police Station - Interim Parking Arrangements

That Council:

1. Agree to provide an area of the Morisset carpark for the exclusive use of NSW Police for a period of 18 months from August 2018.
2. Authorise the CEO to execute the licence agreement and negotiate an additional fee.
3. Arrange appropriate communications to advise the public of the change of availability of car spaces.

The time being 5.46pm, Cr Overall announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**

ITEM 3 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb)

Summary

This report was originally submitted to Council's meeting of 23 May 2018 where it was resolved (Minute No. 155/18):

That Council defer this matter to the Ordinary meeting on 25 July 2018 and advise property owners to enable their further submission.

Accordingly this report is resubmitted with the:

- review of a further submission in relation to Lot 1154 DP 136392, Tarago Road
- addition of the assessment of a further request being Lot 4 DP 583957, Tarago Road.

The purpose of this report is twofold.

Firstly, it is to consider four of the requests being assessed within the context of the Rural Lands Study for the former Palerang local government area. These requests relate to the following lots:

1. Lot 1154 DP 136392, Tarago Road, Lake George
2. Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road, Urila
3. Lot 56 DP 754915, Cherry Tree Lane, Bungendore
4. Lot 4 DP 583957, Tarago Road, Bungendore

During the preparation of the draft *Palerang Local Environmental Plan 2014* and the Palerang Rural Lands Strategy 2016-2036, Council received numerous requests for amendments to the local environmental plan land use planning provisions. Most commonly the requests were for the lowering of minimum lot sizes to allow the subdivision of dual occupancies or the rezoning of land to permit additional dwellings to be constructed.

This report considers four of the requests and makes a recommendation for each, following a workshop with Councillors. The remaining requests will be considered and reported to Council in the latter part of this year following a further workshop with Councillors.

Secondly, it is to consider a more recent request for the subdivision of land zoned E3 Environmental Management in the former Queanbeyan local government area, being Lot 3 DP 777829, 417 Captains Flat Road, Carwoola. The owners of the property have approached Council seeking to amend *Queanbeyan Local Environmental Plan 2012* in order to allow the subject land to be subdivided. As with the consideration of the requests relating to the PLEP it would be prudent to resolve this issue before finalising the new comprehensive LEP covering the whole local government area.

Recommendation

1. **That the request to allow a dwelling on Lot 1154 DP 136392, Tarago Road, Lake George not be progressed.**
 2. **That Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road, Urila not be rezoned E4 Environmental Living.**
 3. **That Lot 56 DP 754915, Cherry Tree Lane, Bungendore not be wholly zoned E4 Environmental Living.**
 4. **That Lot 4 DP 583957, Tarago Road, Bungendore not be rezoned to allow a subdivision which would create rural residential lots.**
-

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

-
5. That the request to amend the *Queanbeyan Local Environmental Plan 2012* to allow for the subdivision of land at Lot 3 DP 777829, 417 Captains Flat Road, Carwoola into two lots, not be progressed.
-

Background***Former Palerang Rural Lands Requests***

This report was originally submitted to Council's meeting of 23 May 2018 where it was resolved (Minute No. 155/18):

That Council defer this matter to the Ordinary meeting on 25 July 2018 and advise property owners to enable their further submission.

Accordingly this report is resubmitted with the addition of the assessment of a further request being Lot 4 DP 583957, Tarago Road and the review of a further submission in relation to Lot 1154 DP 136392, Tarago Road.

In addition the following actions have been undertaken:

1. A meeting was held between the applicants of Lot 1154 DP 136392, Tarago Road and a number of emails exchanged.
2. A further submission (Attachment 8) in regard to Lot 1154 DP 136392, Tarago Road has been received, reviewed and forms part of this report (Attachment 7).

The *Palerang Local Environmental Plan 2014* (PLEP) was gazetted in late 2014. The preparation of the Plan was a substantial project which took ten years and included the amalgamation of six local environmental plans (LEPs) and extensive community consultation. During this time, there were numerous policy issues and requests for the rezoning of land or the ability to erect a dwelling with development consent in the rural area. As it was not possible to encompass this work and progress the draft PLEP in a timely manner, Council resolved to undertake a Rural Lands Study. Recommendations were adopted by Council in both reports on the draft PLEP exhibition to include requests in the Study. On 6 February 2014, Council resolved to commence the Palerang Rural Lands Study. Further requests were received in the period between the gazettal of the PLEP and the adoption of the Rural Lands Strategy in February 2017. The Rural Lands Study Committee and later Council agreed that the requests would be considered once the Rural Lands Strategy had been adopted by Council with a view to including the outcomes in the new comprehensive LEP.

The Rural Lands Strategy was adopted by Council in early 2017. It contains criteria against which each of the requests that were in the former Palerang Council area will be considered. The Rural Lands Study, Strategy and associated reports is available on the Council website.

The PLEP applies to the whole of the former Palerang local government area. The need to amalgamate six LEPs was as a result of the local government amalgamations in 2004. The former (now repealed) LEPs were:

- *Cooma-Monaro Local Environmental Plan 1999 - (Rural)*
- *Goulburn Mulwaree Local Environmental Plan 2009*
- *Gunning Local Environmental Plan 1997*
- *Mulwaree Local Environmental Plan 1995*
- *Tallaganda Local Environmental Plan 1991*
- *Yarrowlunla Local Environmental Plan 2002 (YLEP 2002).*

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

The objectives of the Rural Lands Study were:

1. To identify and examine the strategic and legislative context, key trends and the social, economic (including agriculture), infrastructure and environmental issues affecting rural, rural residential and environmental land in the Palerang LGA.
2. To work with the community in the development of the study in order to gain an understanding of the study findings.
3. To prepare a strategy for rural and rural residential and environmental land in the Palerang LGA based on the analysis of data (including community consultation).
4. To recommend an appropriate minimum lot size for dwellings on rural, rural residential and environmental land.
5. To consider the benefits and disadvantages associated with rural lot size averaging.
6. To recommend the location and amount (if any) of land that could be zoned from rural to rural residential. This will also address the individual rezoning requests deferred following the exhibition of the draft local environment plan.
7. To consider individual requests for a dwelling to be permitted on certain land.

Land Requests for Review

Council dealt with five request following the report to the Council meeting of 13 December 2017 (Item No. 12.4). The following are the remaining requests pertaining to rural land:

1. Lot 1154 DP 136392, Tarago Road
2. Lot 162 DP 754873 and Lot 97 DP 754915, Lake Road
3. Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road, Urila
4. Lot 56 DP 754915, Cherry Tree Lane
5. Lot 9 DP 754867, Boro Road
6. Lot 1 DP 1171081, Hector McIntosh Road, Sutton
7. Lot 4 DP 583957, Tarago Road
8. Lot 15 DP 1044797, Little River Road
9. Lot 1 DP 48576, Wirreandra Road, Wamboin
10. Lot 1 DP 669141, Lot 2 DP 821751, Lot 82 DP 754922 and Lot 83 DP 54992
11. Lot 5 DP 846794
12. Lot 16 DP 846996, Williamsdale
13. Lot 21 DP 1018890.
14. Lot 11 DP 1058499, Llewellyn Drive, Braidwood.

The following requests have been included in this report while the remainder will be addressed in subsequent reports:

- 1 Lot 1154 DP 136392, Tarago Road (Attachments 1 and 2)
- 2 Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road (Attachments 3 and 4)
- 3 Lot 56 DP 754915, Cherry Tree Lane (Attachment 5)
- 4 Lot 4 DP 583957, Tarago Road (Attachments 8, 9 and 10).

Method for Assessing the Requests in the Eastern Part of the LGA (formerly Palerang)

1. Gain an understanding of the request by reviewing the land use planning and property history of the land that is the subject of the request.
2. Consider the land use planning policy and legislative background.

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

3. Consider the attributes of the land in association with the nature of the request, for example public road access, significant native vegetation known to be on the land or whether there is an existing dwelling.
4. Consider any submissions.
5. Consider the request against the Rural Lands Study criteria (p37).

The Rural Lands Study criteria are:

1. Is the land an anomaly with regard to the current land use or are there other factors that warrant one-off support?
2. If the proposal is not an anomaly or justified on special grounds as an ad hoc rezoning, the proposal must fit a broader pattern of logical extension of development. For example, fit a logical extension of an existing small properties zone or form part of a potential new zone.
3. If it is possible to support the proposal, what ranking and timeline should be set for the particular proposal? Is there sufficient data from the applicant or should more be supplied to finalise a decision?
4. Will the development of the land be self-funding with regard to adequate road access, power and bushfire protection measures?
5. Does the proposal add benefit to the Queanbeyan-Palerang LGA i.e. not just a commuter satellite for Canberra?

It is also noted that one of the principles in the Rural Lands Study is:

8. *“Efficient use of hard and soft infrastructure, general principle, new rural residential development should cover its own cost of infrastructure,”*

8C. *“limit supply of additional rural and environmental land uses in areas where the increase may generate demands for infrastructure improvements beyond what the development can fund” (p35)*

In addition to the Rural Lands Study, it is necessary to take the following documents into account in considering each of the requests:

1) *South-East and Tablelands Regional Plan 2036.*

Relevant to these requests is Direction 8 of the plan which is to ‘Protect important agricultural land’.

2) *Section 9.1 (formerly 117 Ministerial Directions).*

These include Direction 1.2 Rural Zones which states:

(4) A planning proposal must:

- a) Not rezone land from a rural zone to a residential, business, industrial, village or tourist zone.
- b) Not contain provisions that will increase the permissible density of land within a rural zone (other than land within an existing town or village).

Additionally, Direction 1.5 Rural Lands at (5) states:

A planning proposal to which clause 3(b) applies must be consistent with the Rural Subdivision Principles listed in *State Environmental Planning Policy (Rural Lands) 2008*.

3) *State Environmental Planning Policy (Rural Lands) 2008.*

The SEPP at clause 7 includes the following rural planning principles:

- (a) The promotion and protection of opportunities for current and potential productive and sustainable economic activities in rural areas.

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

- (b) Recognition of the importance of rural lands and agriculture and the changing nature of agriculture and of trends, demands and issues in agriculture in the area, region or State.
- (c) Recognition of the significance of rural land uses to the State and rural communities, including the social and economic benefits of rural land use and development.
- (d) In planning for rural lands, to balance the social, economic and environmental interests of the community.
- (e) The identification and protection of natural resources, having regard to maintaining biodiversity, the protection of native vegetation, the importance of water resources and avoiding constrained land.
- (f) The provision of opportunities for rural lifestyle, settlement and housing that contribute to the social and economic welfare of rural communities.
- (g) The consideration of impacts on services and infrastructure and appropriate location when providing for rural housing.
- (h) Ensuring consistency with any applicable regional strategy of the Department of Planning or any applicable local strategy endorsed by the Director-General.

If the LEP amendment is to result in an amendment to the minimum lot size in the LEP the following Rural Subdivision Principles must be applied:

- (a) The minimisation of rural land fragmentation.
- (b) The minimisation of rural land use conflicts, particularly between residential land uses and other rural land uses.
- (c) The consideration of the nature of existing agricultural holdings and the existing and planned future supply of rural residential land when considering lot sizes for rural lands.
- (d) The consideration of the natural and physical constraints and opportunities of land.
- (e) Ensuring that planning for dwelling opportunities takes account of those constraints.

4) *Draft State Environmental Planning Policy (Primary Production and Rural Development)*

The draft SEPP will contain similar principles and provisions to the *State Environmental Planning Policy (Rural Lands) 2008* and the other SEPPs that it will replace. These are likely to include the following or similar:

- Be consistent with any applicable regional plans of the Department of Planning and Environment or any applicable local strategy endorsed by the Secretary.
- Recognise the significance of agriculture and primary production to the State and rural communities, including the social and economic benefits of rural land use and development.
- Aim to protect environmental values, having regard to maintaining biodiversity, the protection of native vegetation, cultural heritage, and the importance of water resources.
- Consider the natural and physical constraints of the land.
- Promote and protect opportunities for investment in productive, diversified, innovative and sustainable rural economic activities.
- Support farmers in exercising their right to farm.
- Prioritise efforts to minimise the fragmentation of rural land and reduce the risk of land use conflict, particularly between residential land uses and other rural land uses.
- Consider the social, economic and environmental interests of the community.

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

A planning proposal seeking to change minimum lot sizes should also demonstrate that it:

- Is consistent with the priority of minimising rural land fragmentation and land use conflict.
- Will not adversely affect the operation and viability of existing and future rural land uses and related enterprises, including supporting infrastructure and facilities that are essential to rural industries or supply chains.
- Where it is for rural residential purposes:
 - is appropriately located taking account of the availability of human services, utility infrastructure, transport and proximity to existing centres
 - is necessary taking account of existing and future demand and supply of rural residential land.

The following summarises each of the landowner's requests, Council's assessment and recommendations. Detailed assessments for the sites are attached.

1. Lot 1154 DP 136392, Tarago Road, Lake George

The property owners of Lot 1154 DP 136392 are seeking the ability to erect a dwelling on the lot (Attachments 2 and 8).

The consideration and assessment of this request is detailed in Attachments 1 and 7.

Amongst other things Attachment 1 provides a description of the land, its background, property history and a discussion of the implications of supporting the request. Attachment 7 also contains a review of the applicant's further submission at Attachment 8.

The history of the request is extensive. It includes submission of a development application and variation under *State Environmental Planning Policy No 1—Development Standards* to Council in December 2012 to erect a dwelling on Lot 1154 DP 136392, concurrence of this by the then Department of Planning and Infrastructure, legal advice that the provision being sought to be varied was a prohibition and could not be varied by SEPP No.1, reporting of this request in April and May 2013 and a refusal of for this development application on 2 May 2013 (Minute No.102/2013). It also includes submission of a request for consideration of the matter in the preparation of the draft PLEP in March 2013 (Attachment 2).

In addition the applicant made a verbal submission to the meeting of 23 May 2018 when this matter was last considered.

Council's assessment for this site is included in Attachment 1 as well as a review of the applicant's further submission (Attachment 7) and as a result it is recommended that the request not be progressed.

2. Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road, Urila

The property owners have requested that Lot 13 DP 727614 and Lot 1 DP 219747 be zoned E4 Environmental Living (Attachment 3) which is adjacent to the site. From a verbal submission to the meeting of 23 May 2018 it is understood that the applicants are seeking to subdivide the land into two lots rather than the five that would be possible under the E4 Environmental Living.

This request is also accompanied by a submission (Attachment 4). The lots are shown in Attachment 3 and this also contains a description of the land, its background, property history and a discussion of the implications of supporting the request.

Amongst other things this Attachment observes that both lots are accessed from Urila Road, approximately 35 kilometres from Queanbeyan. They are zoned RU1 Primary Production under the PLEP with a minimum lot size of 80 hectares and they have a total area of 30.66 hectares.

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

An assessment in terms of the Rural Lands Study criteria is included in Attachment 3 and as a result it is recommended that Lot 13 DP 727614 and Lot 1 DP 219747 not be rezoned E4 Environmental Living.

3. Lot 56 DP 754915, Cherry Tree Lane, Bungendore

The property owner has requested that all Lot 56 DP 754915 be zoned E4 Environmental Living so that the land can be subdivided into three lots. The lot is shown on the map in Attachment 5.

As in the previous cases Attachment 5 contains a description of the land, its background, property history and a discussion of the implications of supporting the request.

Matters noted in Attachment 5 include that the lot is zoned both E3 Environmental Management and E4 Environmental Living under the PLEP. The minimum lot size for E3 Environmental Management is 80 hectares and for E4 Environmental Living 6 hectares. The land is accessed from Cherry Tree Lane and is 20.24 hectares.

Attachment 5 also includes an assessment in terms of the Rural Lands Study criteria and as a result it is recommended that Lot 56 DP 754915 not be wholly zoned E4 Environmental Living.

4. Lot 4 DP 583957, 515 Tarago Road

The request to rezone Lot 4 DP 583957 (known as Petworth Park) is an addition to the 23 May 2018 report to Council as the administrator of the estate has requested that it be considered at this meeting.

The request to rezone the land has a long history and has been included for consideration with the other requests associated with the Rural Lands Study for some time.

Lot 4 DP 583957 is located on the western side of Tarago Road approximately 5.3 kilometres from the centre of Bungendore. It is 161.8 hectares, zoned RU1 Primary Production and has a minimum lot size of 80 hectares under the *Palerang Local Environmental Plan 2014* (PLEP). The rezoning request seeks to zone the land to R5 Large Lot Residential so that a development application could be lodged for the subdivision of land to allow the creation of 77 rural residential lots ranging in size from 2000m² to 5000 m² in addition to a community common lot. The proposed development would not have reticulated potable water or sewerage.

Attachment 9 provides a description of the land and staff comment on the proposal and Attachments 10 and 11 are the request and proposed subdivision layout. It is recommended that the planning proposal not be supported.

5. Lot 3 DP 777829, 417 Captains Flat Road

This is slightly different situation to the preceding requests as it is a more recent request for the subdivision of land zoned E3 Environmental Management in the former Queanbeyan local government area, being Lot 3 DP 777829, 417 Captains Flat Road, Carwoola (Attachment 6).

In this case the property owners have requested that Lot 3 DP 777829 be subdivided into two lots, in order to allow two existing dwellings on the land (dual occupancy) to have separate title (Attachment 6).

Like the other requests Attachment 6 provides a description of the land, a background, a summary of previous contact with Council and a discussion of the implications of supporting the request. Amongst other things this notes that the lot is probably a "residual lot" resulting from the application of averaging provisions and although it meets the minimum lot

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

requirements this lot cannot be resubdivided. It also notes that the amendments to the LEP requested by the owners of the land represent a significant policy change and potentially have implications for the future management of settlement and subdivision in existing rural residential communities throughout the LGA. As a result it is recommended that the request not be progressed.

Implications***Legal***

The decision to amend a local environmental planning provision generally rests with Council. However, it is possible for property owners to request a review of Council's decision concerning a proposed rezoning. In regard to a planning proposal an applicant such as a developer or landowner may ask for a Rezoning Review if:

- A council has notified them that it does not support their plans
- A council has failed to indicate its support 90 days after the proponent has submitted a request
- A council has failed to submit a planning proposal for a Gateway determination within a reasonable time after it has indicated its support.

A Rezoning Review would be subject to a fee payable to the Department and if granted a Rezoning Review would be carried out independently by: the Southern Regional Joint Regional Planning Panel for this Region.

Council has sound reasons for refusing these requests and nothing in the assessments appears likely to lend weight to overturning Council's determination.

Policy

The assessment of each request has involved the consideration of it against the Palerang Rural Lands Strategy 2016-2036, *the South-East and Tablelands Regional Plan 2036*, the relevant Ministerial Directions and SEPPs and a draft SEPP. The assessment of the requests has found that a departure from the principles and requirements of these documents does not have merit.

Environmental

The assessment of each request has considered the impacts on each of the social, economic, infrastructure and natural environments. Whilst there is likely to be minimal impact on the natural environment there will be a long term impact on the social, economic and infrastructure environments as the demand for services and infrastructure increases.

Sustainability

It is suggested that the creation of additional small lots in rural areas is not sustainable as it will not only fragment rural land but it will also create a precedent which will lead to further requests for small lots in the rural zone. This will increase the demand for both hard and soft infrastructure in addition to the need to manage the impacts on the community of natural hazards such as bushfire.

Asset

As stated in the report, it is anticipated that the creation of further small lots for residential purposes in a rural area will increase the pressure placed on Council and state government assets such as the roads and primary health care.

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

Strategic

Allowing the requests to proceed and the likely increase in further requests for small lots will create a circumstance where it will be difficult to plan for hard and soft infrastructure. Strategic land use and infrastructure planning allows for the co-ordinated planning of services and infrastructure. For instance the cost of constructing and maintaining rural roads is substantial and a large portion of the Council funds spent outside of urban areas.

Engagement

At this stage of the process there has been no specific community or government agency consultation on these requests. However, the Department of Planning and Infrastructure in March 2013 concurred with a *State Environmental Planning Policy No. 1 objection* to allow the erection of a dwelling on Lot 1154 DP 136392, Tarago Road although subsequent legal advice indicated that Council was prohibited from approving that application as the provision involved was a prohibition and not a development standard. In any case this report involves a fresh assessment.

In the case of Lot 4 DP 583957 this was discussed in the former Palerang Discussion Papers in 2008 and the draft Bungendore Structure Plan in 2009. However, as stated above three were included in the report to Council on the exhibition of the draft PLEP or in a later Council report. Additionally, the draft Rural Lands Strategy was exhibited and an overview and other documents associated with the draft *SEPP (Primary Production and Rural Development)* has also been exhibited. Again this report involves a fresh assessment.

Financial

Whilst there would be some development contributions payable to Council if the proposals were progressed, it is suggested that they, and income from rates, would not adequately fund the provision of hard and soft infrastructure particularly if further requests were agreed to.

Resources (including staff)

The cost to Council in staff time assessing the requests is included in the current Land-Use Planning budget.

Integrated Plan

The final recommendations relevant to each of the requests considered in this report will feed into the new comprehensive Queanbeyan-Palerang Local Environmental Plan. This is a major project for the Land-Use Planning Branch and is consistent with the relevant goal in the 2018 – 19 Operational Plan.

Conclusion

Each of the requests in this report have been reassessed with four of them being reassessed in terms of the Rural Lands Study criteria that was undertaken by the former Palerang Council and other relevant considerations. As a result it is concluded that none of the requests should be supported.

It is also acknowledged that some of the rural land surrounding the lots which are the subject of this report have been fragmented over time and that in some cases the lot sizes are similar to that found in a rural residential area that is not adjacent to an urban area. However, the precedent that is likely to be set by allowing the proposed amendments and expanding dwelling rights on smaller lots particularly in Zone RU1 Primary Production would result in the further fragmentation of land resulting in a loss of agricultural land and the creation of unplanned rural residential areas.

12.1 Review of Rezoning and Dwelling Eligibility Requests (Ref: C1886035; Author: Thompson/Robb) (Continued)

The externalities of this, such as the demand for hard and soft infrastructure and possible land use conflicts, does not warrant an amendment to the current planning instrument provisions and land use zones or variations in the draft local environmental plan currently being prepared by Council. Other than providing an economic benefit to the individuals requesting the LEP amendments there is little from a planning perspective to support these applications.

Attachments

- Attachment 1 Lot 1154 DP 136392 Tarago Road - Assessment (*Under Separate Cover*)
- Attachment 2 Lot 1154 DP 136392, Tarago Road - Submission and supporting documents (*Under Separate Cover*)
- Attachment 3 Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road - Assessment (*Under Separate Cover*)
- Attachment 4 Lot 13 DP 727614 and Lot 1 DP 219747, Urila Road, Urila - Submission (*Under Separate Cover*)
- Attachment 5 Lot 56 DP 754915, Cherry Tree Lane - Assessment (*Under Separate Cover*)
- Attachment 6 Lot 3 DP 777829, 417 Captains Flat Road - Assessment (*Under Separate Cover*)
- Attachment 7 Lot 1154 DP 136392, Tarago Road - Review of Further Submission (*Under Separate Cover*)
- Attachment 8 Lot 1154 DP 136392 Tarago Road - Further Submission (*Under Separate Cover*)
- Attachment 9 Lot 4 DP 583957 Tarago Road, Bungendore - Assessment (*Under Separate Cover*)
- Attachment 10 Lot 4 DP 583957 Tarago Road, Bungendore - Submission (*Under Separate Cover*)
- Attachment 11 Lot 4 DP 583957 Tarago Road, Bungendore - Map accompanying Submission (*Under Separate Cover*)

12.2 RFT10014581 - Construction of Braidwood Waste Transfer Station (Ref: C1887720; Author: Hansen/Belcher)

Summary

This report contains background information on the tender process undertaken for the construction of the Braidwood Waste Transfer Station and recommends the appointment of a Contractor to undertake the works.

Recommendation

That:

- 1. Council accept the tender from <Tenderer 1> for the provision of works under contract 10014581, being for the construction of a Waste Transfer Station at Braidwood, for the lump sum price of <\$> (including GST).**
 - 2. Funding for the project be jointly provided from the 2018/2019 loan portfolio (\$2,750,000) and the Palerang Waste Non Domestic reserve (\$1,422,505).**
-

Background

A new waste facility at Braidwood was identified in the *Palerang Waste Management Strategy*. This facility will replace the out-dated landfill at Braidwood and enhance the community's ability to divert waste from landfill and significantly improve safety for both users and Council staff.

Detailed design for the proposal was undertaken by Hyder Consulting, and notable features of the facility include:

- Separate drop-off areas for waste, recyclables, greenwaste, commercial and industrial waste;
- A chemicals building for storage of low-toxicity chemicals along with a DrumMuster enclosure;
- A buy-back building to allow residents to drop-off good quality products that are suitable for re-purchase;
- An undercover gatehouse/weighbridge complex;
- Staff amenities;
- A number of stormwater quality treatment devices and ponds.

A tender process has been conducted through an engagement with NSW Public Works Advisory (PWA), and details of the tender process, submissions, assessment and recommendations are contained in the attached confidential report. The tender process has been conducted in accordance with the provisions of the Local Government Act 1993, the Local Government (General) Regulation 2005 and Council's internal policies.

Variation in cost from project budget

All submitted tenders came in at prices noticeably beyond the original budget allowed in the 2017/2018 Operational Plan. A discussion in respect of reasons for this outcome is outlined below.

- Cost escalation due to inflation: The original estimate for the project was developed by Hyder Consulting on behalf of Council in mid-2015. Regrettably the estimate had not

12.2 RFT10014581 - Construction of Braidwood Waste Transfer Station (Ref: C1887720; Author: Hansen/Belcher) (Continued)

been escalated with the passage of time and the figure provided in the original 2017/2018 budgetary submission was arguably starting from a low base. The reality is of course that it is reasonable to expect that constructional costs might have escalated between 10% to 15% during this period;

- Increased project scope: The original project scope and pricing was developed before the identification of “lessons learned” from the preceding Macs Reef and Bungendore Waste Transfer Stations. Since this time there have been a number of improvements to the Braidwood design, many of which have been added in the period just prior to tendering. Some of these include:
 - The need for a covered weighbridge/gatehouse complex for weather protection;
 - The provision of retaining walls rather than batter slopes in an effort to improve site operations
- Market forces: The market for civil related works is now quite volatile and is reflective of the degree of infrastructure currently underway in the local area and in the State more generally. Prices are now more or less at a premium and this is even more so for areas considered perhaps a bit more remote from the larger population centres.

The pretender estimate prepared by PWA was developed with the above factors in mind and compares well with the preferred tenderer’s submission. Indeed, at a variance of less than 2% greater than the pretender estimate, Council can be satisfied that value for money is being achieved.

Implications***Environmental***

Construction of these works will allow the closure and rehabilitation of the Braidwood landfill, which is an older landfill and not suitable for continued use.

Environmental risk during construction will be managed using standard construction practices.

Sustainability

Construction of these works will allow the closure and rehabilitation of the Braidwood landfill, which is an older landfill and not suitable for continued use.

Asset

Completion of the works will result in significant new assets for the Braidwood area. The new Waste Transfer Station will provide significantly enhanced user and staff safety while also enhancing diversion from landfill. Maintenance and operation of the facility is expected to be funded through a combination of user fees and the general waste charge.

Strategic

Construction of a new facility at Braidwood was identified and costed in the Palerang Waste Management Strategy. The waste transfer station complies with this Strategy.

Engagement

The community has been engaged throughout the development of this project, including during the DA process.

12.2 RFT10014581 - Construction of Braidwood Waste Transfer Station (Ref: C1887720; Author: Hansen/Belcher) (Continued)

Financial

The Palerang Waste Strategy originally proposed that the entire capital funding for these works be sourced from loan. This was reflected in the 2017/18 Operational Plan as an amount of \$2.75m. As discussed above, the tendered amounts reflect a market price for the works as something greater than what was initially allowed. The upside of the delay in bringing this project to fruition though is that the Waste Reserve has been able to grow to the extent that it is now capable of making up the loan shortfall. The proposed funding mix below reflects these arrangements.

Program Code	Expense Type	Funding source		Amount
100550	Capital	Loan	\$	2,750,000
100550	Capital	Palerang Waste Reserve (RA6050)	\$	1,422,505

Resources (including staff)

Integrated Plan

This project is contained in the Operational Plan and is consistent with the Strategic Plan and Delivery Program.

Conclusion

A tender process has been undertaken to procure a contractor to construct the Braidwood Waste Transfer Station. The process was compliant with local government procurement requirements, and recommends the appointment of a contractor to undertake the works.

Attachments

- Attachment 1 Braidwood Waste Transfer Station Tender Recommendation (*Under Separate Cover*) - **CONFIDENTIAL**

**12.3 Design Consulting Services (Contract 12/2015) Tender Outcome (Ref: C1870678;
Author: Hansen/Berry)**

Summary

Tender (12/2015) – Design Consulting Services for the Queanbeyan Sewage Treatment Plant (STP) Upgrade Project was called on 12 February 2018. The Tender scope included design of sewage collection, treatment and disposal facilities to serve existing and future population growth of Queanbeyan including an options of a Best for Region approach with Icon water

Tenders closed on 12 March 2018 with six tenders being received. Icon Water have advised Council that they will not continue with the Best for Region approach and withdrew from the project last month, as previously reported to Council.

Noting that the Tender Assessment was complete before the Icon Board's decision and that the tender documents identified the potential for Icon Water withdraw, the assessment of tenders remain valid.

Recommendation

That Council:

- 1. Reject tenders for Design Consulting Services for the Queanbeyan STP Upgrade Project.**
 - 2. Commence negotiations with Tenderer 3 on the evidence presented in the attached Tender Evaluation Report and in accordance with Clause 178 (4) of the Local Government (General) Regulation 2005.**
 - 3. Provide a further report to Council detailing the outcome of these negotiations.**
-

Background

At its meeting on 13 December 2017, Council resolved (Res 423/17) to:

- 1. Explore a jointly-procured and operated Queanbeyan sewage treatment plant with Icon Water.*
- 2. Form an initial relationship with Icon Water for the Best for Region project, in accepting the governance and financial terms as detailed in the letter attached to this report.*
- 3. Proceed to tender to prepare a Concept Design for the Queanbeyan Sewage Treatment Plant that includes a Best for Region solution.*
- 4. Provide a further report to Council at the conclusion of this work.*

Following the completion of points 1 & 2 of res 423/17, Tenders were called for the Concept Design of the Queanbeyan STP. The Request for Tender (RFT) documents allowed for:

- a 60,000 equivalent persons standalone STP for Queanbeyan, and
- a 90,000 equivalent persons combined STP for the region.

After the final stage of procurement of the design consulting services (presentation interview), on 14 June 2018 Icon Water advised Council of its decision to withdraw from a BFR project. Icon's decision came after their own prefeasibility study, which determined that a regional plant would not deliver the best outcome for Icon Water customers.

12.3 Design Consulting Services (Contract 12/2015) Tender Outcome (Ref: C1870678; Author: Hansen/Berry) (Continued)

As the tender assessment and tender documents identified the potential for Icon Water to exit the project, the assessment remains valid.

It is the view of staff that further consideration of the withdrawal of Icon Water from the tender is now required to enable Council to obtain the best value for money with this tender.

The tender evaluation for this contract, identifies tenderer 3 as the preferred consultant to prepare design for the Queanbeyan STP. It is recommended council reject all tenders and enter negotiations to discuss a design of standalone plant for Queanbeyan.

A full Tender Evaluation Report is attached for consideration by Council.

Implications***Environmental***

The project supports public and environmental health through designing a new STP that will improve the treated effluent quality and flows discharged to the environment.

Environmental outcomes expected from the design consultant include:

- an STP design that will lead to improved management of treated sewage discharge to the environment hence more reliable means of complying with sewage treatment and discharge licence conditions,
- an STP that provides greater reliability in terms of managing water quality in the Molonglo River.

Sustainability

The project will comply with Council's Sustainable Design Policy for Council Buildings (2013) and Sustainability Policy. The STP design will be more sustainable in terms of energy footprint, water management, bio-solids management and disposal with the potential for resource recovery

The project delivery strategy aligns to the Infrastructure Sustainability Council of Australia (ISCA) framework. The strategy identifies opportunities for achieving targets, by considering project governance, energy minimisation, resource recovery, materials, economic outcomes, environmental, and social benefits among other sustainability factors.

The preferred tenderer has significant experience in applying formal IS rating systems to projects.

Asset

The proposed new STP will be located on the current site (Nimrod Road, Oaks Estate). Council will retain ownership of the facility and be responsible for ongoing operations and maintenance.

Strategic

Council adopted the STP Upgrade Masterplan in March 2017, which outlines the proposed STP upgrade approach and strategy. This project (described by the Masterplan) is included in and aligns with Council's Operational and Delivery Plans. The new plant will allow for the continued development of the Queanbeyan & South Jerrabomberra areas.

12.3 Design Consulting Services (Contract 12/2015) Tender Outcome (Ref: C1870678; Author: Hansen/Berry) (Continued)

Engagement

A separate contract for Community Engagement Services (20/2017) based on the Community Engagement Plan is being finalised. Community engagement will align with IAP2 and ISCA requirements. Community engagement will allow all stakeholders to provide input / feedback about key decisions throughout the project. The Community Engagement Plan addresses lessons learned from previous projects and will provide a clear basis for engaging with the community.

Financial

Council prepared a detailed risk based cost estimate to establish project budget needs. An independent quantity surveyor reviewed the Council estimate and found it to be reliable, although some minor improvements were suggested. Funding for the STP investigation and design will come from the Sewerage Fund. Funding for the construction has not been determined. The estimated cost of the investigation and design services is between \$5.50M and \$8.25M, and includes a contingency of about 30%.

Program Code	Expense Type	Funding source	Amount
100123		QBN Sewerage Reserve \$	To be advised in a future report to Council

Resources (including staff)

Staff from the Contracts and Projects branch will oversee delivery of the project. A specialist Project Manager (consultant) will be engaged to provide support and to manage day-to-day project activities to ensure the project:

- Achieves project goals for water quality and discharge licence requirements
- Meets agreed objectives for time, cost, and quality
- Meets agreed sustainability targets
- Addresses the concerns of Regulators, stakeholders, and the community

Integrated Plan

This project is included in both Council's Operational and Delivery Plans. This project meets the Community Strategic Plan objectives and is a key part of every Strategic Pillars of Council and our Community.

Conclusion

Tenderer 3 is the preferred tenderer to negotiate to carry out the design services as described in the Tender Evaluation Report (Attachment 1) because Tenderer 3:

- Represents the best value for money
- Represents the least cost risk to Council
- Offered a very capable team with extensive recent experience on similar projects in similar multi-jurisdictional situations – the team also have extensive operational experience which will assist in meeting the difficult regulatory demands of the STP Project
- Provided the best-evaluated work-plan (considering all criteria) for delivering the services. The work plan was considered as providing the greatest degree of certainty that project would achieve excellent outcomes.

Attachments

Attachment 1 Design Consulting Services - Tender Evaluation Report (*Under Separate Cover*) - **CONFIDENTIAL**

**12.4 Community Engagement Services (20/2017) Award of Contract (Ref: C1887436;
Author: Tooth/Berry)**

Summary

Council is seeking community engagement services to assist with the delivery of the Queanbeyan Sewage Treatment Plant (STP) Upgrade Project.

While Council employs staff to deliver communications and engagement outcomes, it is unable to fully commit these staff to one project for a number of years. The project requires a high level of engagement with the community and requires engagement staff to have background knowledge of sewage related projects.

Tenders were called in March 2018 to provide these services. Two tenders were received of which one was non-conforming. In April 2018 Council resolved to not accept any tender and to commence negotiations with the conforming tenderer. Negotiations commenced on 12 June 2018.

These negotiations have now been finalised.

Recommendation

That Council:

- 1. Award Contract No. 20/2017 to RPS Manidis Roberts Pty Ltd for the Queanbeyan Sewage Treatment Plant Upgrade Project for the amount of \$().**
 - 2. Approve a total budget of \$1,200,000.00 for the project.**
-

Background

Successful delivery of design and construction of the Queanbeyan STP Upgrade Project will be dependent on the provision of effective community engagement services. As the project progresses, it is likely to attract attention from stakeholders and the community. Council will work collaboratively with a community engagement consultant to build trust and confidence in project decision making in the community.

Tenderers were called in March 2018 to provide these services. On 26 April 2018, Council Resolved (124/18) that:

- 1. Reject both tenders for community engagement services for the Queanbeyan STP Upgrade Project.*
- 2. Commence negotiations with Tenderer 1 on the evidence presented in the Tender Evaluation Report and in accordance with Clause 178 (4) of the Local Government (General) Regulation 2005.*
- 3. Provide a further report to Council detailing the outcome of these negotiations.*

Council commenced negotiations on 12 June 2018. Council advised the tenderer of the intention to revise the scope and inputs received in the RFT Submission Financial Proposal (Part Two).

A Negotiation Report (Attachment One) and Negotiation Plan (Attachment Two) are attached for consideration by Council.

**12.4 Community Engagement Services (20/2017) Award of Contract (Ref: C1887436;
Author: Tooth/Berry) (Continued)**

Implications***Policy***

Applicable policies:

- Former Queanbeyan City Council Community Consultation and Engagement Policy (2013)

Council aims to deliver quality services that are responsive to business and community expectations, demonstrably cost effective and subject to public accountability / scrutiny. As per the Community Consultation and Engagement Policy (2013) council will provide a range of engagement and consultation opportunities to the community, inviting input onto Council decision making processes.

Sustainability

The Queanbeyan STP Upgrade Project is being delivered in accordance with the QPRC Sustainable Design Policy for Council Buildings (2013).

Council is committed to reach a more sustainable future by incorporating sustainability in its operations and practices. In line with this, the Queanbeyan STP Upgrade Project is committed obtaining an Excellent Infrastructure Sustainability (IS) Design and As-Built rating for the proposed new STP.

The preferred tenderer has excellent experience in projects with Infrastructure Sustainability (IS) ratings in terms of Stakeholder Participation and would assist in meeting the targeted Excellent Rating for the project.

Asset

The proposed new STP will be located on the current site (Nimrod Road, Oaks Estate). Council will retain ownership of the facility and be responsible for ongoing operations and maintenance.

Social / Cultural

The implementation of community and stakeholder engagement for the Queanbeyan STP Upgrade will have numerous social and cultural benefits to the resident of the local government area. The community engagement consultant will enable professional services to be implemented across the region that previously have not been applied.

Various community groups including Aboriginal Groups, residents, businesses and stakeholders such as regulators and statutory agencies will be impacted by the project. Having an experienced specialist providing engagement services, will enable community input and education and so increase interest, participation and benefit for the community.

Strategic

Council adopted the STP Upgrade Masterplan in March 2017, which outlines the proposed STP upgrade approach and strategy. This project (described by the Masterplan) is included in and aligns with the Council Operational and Delivery Plans.

Engagement

Community engagement services for this contract will be undertaken until the completion of detailed design of the STP Project. The consultant will undertake a variety of activities to engage with staff and the wider community.

**12.4 Community Engagement Services (20/2017) Award of Contract (Ref: C1887436;
Author: Tooth/Berry) (Continued)**

Financial

The tendered price for the community engagement services represents approximately 1% of the total cost of the project. The contract is based on a fixed upper limit fee and requires a contingency amount. Contingency is included in the total funding amount to allow for additional work such as studies, workshops, events and research papers. The contingency covers this additional work if it is required.

The total funds required for the work is made up of the contract price, contingency and staff time.

Program Code	Expense Type	Funding source	Amount
100123		Sewerage Fund	\$ 1,200,000.00

Resources (including staff)

Staff from the Contracts and Projects branch of Council's Community Connections will oversee delivery of the project. The community engagement specialist will work alongside Council's communications and engagement team.

Integrated Plan

This project is included in both Council's Delivery Program and Operational Plans. This project meets the Community Strategic Plan objectives and is a key part every Strategic Pillars identified by Council and our Community.

Conclusion

Following negotiations, the tenderer has been identified as the preferred tenderer to carry out the Community Engagement Services for the Queanbeyan STP Upgrade Project as described in the Negotiation Report (Attachment 1).

Attachments

- Attachment 1 Negotiation Report (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 2 Negotiation Plan (*Under Separate Cover*) - **CONFIDENTIAL**

12.5 Tender for the Augmentation of the Captains Flat Sewage Treatment Plant (Ref: C1890088; Author: Hansen/Cunningham)

Summary

Tenders were recently called for works associated with the augmentation of the Captains Flat Sewage Treatment Plant.

Recommendation

That Council accept the tender from <Tenderer 1> for the provision of works under contract 1400558, being for the augmentation of the Captains Flat Sewage Treatment Plant, for the lump sum price of <\$> (including GST).

Background

Until the early 1980s, the village of Captains Flat was unsewered; serviced by nightsoil collection services provided by the former Yarrowlumla Shire Council. With the assistance of the NSW Government, the town received reticulated sewerage services under contract number 79166 and by mid-1982 boasted an inventory of some 6.8 km of reticulated mains, a pumping station and a 500 EP pasveer type treatment plant. Since this time the system has served the Captains Flat community well and has operated satisfactorily under Environmental Protection Licence 1929 issued by NSW EPA.

Council's asset management over the past 12 to 15 years has highlighted many lessons, beginning with those learnt in respect of the Braidwood Scheme. Having its genesis in Council's internal report titled 'Braidwood Sewerage Status Report – 2004', the subsequent works over the ensuing 10 years essentially saw the entire replacement of the system's discrete assets and significant proportions of its supporting reticulation network. These works were made possible through the generous assistance of both the Commonwealth and NSW Governments, although it was also the instigation of Council's more robust utility charging structure – one based on ensuring that future asset upgrade/replacements were not passed over again; at least not for want of adequate funding.

Since this time Council's attention had turned to its other schemes with a focus that these maintain their compliance in terms of process, operability, safety and technology. The Captains Flat scheme was identified for review in these terms as early as September 2014 where a shelf augmentation design was prepared in expectation of a later works program to be funded from accumulated reserves.

The timing for these works has arrived and is included in Council's recently adopted 2018/19 Operational Plan.

Notwithstanding the plant's historically satisfactory operation, a number of emerging issues have now been identified and are intended to be dealt with as part of this works, namely:

- An ageing and now non-supported PLC system;
- Lack of employee crib facilities;
- Lack of proper inlet screening/grit removal;
- Lack of chemical phosphorous treatment;
- Lack of onsite effluent reuse capability;
- Absence of dedicated UV treatment;
- Emerging maintenance issues with both the unlined sludge lagoons and drying beds.

12.5 Tender for the Augmentation of the Captains Flat Sewage Treatment Plant (Ref: C1890088; Author: Hansen/Cunningham) (Continued)

An augmentation of the plant has been designed that aims to address these issues. The design was prepared on Council's behalf by NSW Public Works Advisory. Tenders for these works were formally called on 13 March 2018 and closed on 1 May 2018. At the time of assessment a total of seven submissions were received, these being assessed by a Tender Evaluation Committee consisting of both Council and Departmental staff. The results of this assessment are contained as attachment 1 to this report and reflect the detail provided to the Department's independent Tender Evaluation Review Panel, the concurrence for which was formally issued on 29 June 2018.

The recommendation is now to appoint a contractor to undertake the works in accordance with Council's adopted Operational Plan.

Implications

Legal

NSW Public Works Advisory conducted the tender process on Council's behalf and in accordance with the provisions of the Local Government Act 1993 and the Local Government (General) Regulation 1995.

Policy

The tender has been conducted in accordance with Council's procurement policy and that of the NSW Government.

Asset

The proposal is about managing Council's asset and ensuring it remains fit for service and relevant in terms of technology, operability and safety. No increase in capacity is proposed as part of these works.

Engagement

The proposal has been noted and discussed as part of Council's Integrated Water Cycle Management journey and was identified as a specific project in the lead up to the adoption of its 2018/19 Operational Plan.

Financial

The project is identified in the LTFP with funding to be provided from the Palerang Sewer Fund restricted assets.

Program Code	Expense Type	Funding source	Amount
700157	Capital	Palerang Sewer Fund Reserve RA6550	\$2,000,000
700157	Capital	Palerang Sewer Asset Renewal RA7750	\$1,000,000

Resources (including staff)

The majority of works is to be undertaken by contractors and consultants. Some day labour work to be incorporated through connections at limit of contact and through telemetry.

12.5 Tender for the Augmentation of the Captains Flat Sewage Treatment Plant (Ref: C1890088; Author: Hansen/Cunningham) (Continued)

Integrated Plan

The project has been identified in Council's LTFP and is contained within the IWCM Issues paper for the Palerang Communities Water and Sewerage schemes.

Conclusion

It is recommended that this tender be awarded to Tenderer 1.

Attachments

Attachment 1 Captains Flat STP Tender Recommendation (*Under Separate Cover*) -
CONFIDENTIAL

ITEMS FOR DETERMINATION

12.6 Policy - Risk Management (Ref: C1894117; Author: Neil/Bozzato)

Summary

The Risk Management policy articulates responsibilities, practices and methods to be employed to ensure risks inherent to Council's objectives and activities are consistently managed in accordance with Council's risk appetite.

Council's risk appetite outlines the level of risk that may be accepted while undertaking service delivery, regulatory and organisational management activities, and assists staff to determine whether the degree of risk arising from an activity is acceptable, or requires mitigation through the implementation of further practices, policies, systems or management actions that reduce the likelihood of adverse events, or their potential impact.

Recommendation

That the draft Risk Management policy be exhibited for community comment for 28 days.

Background

Since amalgamation Council has applied risk management practices detailed in the Risk Management Policy of the former Queanbeyan City Council. These practices are being reviewed and updated to ensure they remain appropriate to Council given its current state and environment, and the goals and programs detailed in the Community Strategic Plan, Delivery Program and Operational Plan.

The proposed policy:

- details the objectives of Council's risk management framework
- summarises Council's risk appetite, which will be articulated in detail in a supporting Directive along with tools for assessing and evaluating specific risks
- defines accountabilities and responsibilities for managing risk in a manner that is consistent with the current Australian / New Zealand standard on risk management.

The risk appetite statement was considered at the Council workshop of 4 July 2018.

Implications***Engagement***

Development of the proposed policy has been informed by consultation with the Risk Management Group, an internal management committee formed to assist in the development, application and review of risk management practices across Council, and the Executive.

Integrated Plan

The Policy is a foundation document required for achievement of Council's key goal 5.1.5 'Our Council has in place appropriate risk management frameworks' as detailed in the Community Strategic Plan 2018-2028.

Attachments

- | | |
|--------------|---|
| Attachment 1 | Draft Risk Management Policy - submitted to Council (<i>Under Separate Cover</i>) |
|--------------|---|

12.7 Second Life Project - Community Bus (Ref: C1894790; Author: Tegart/Richards)

Summary

The Community Choice Portfolio has for some time, been exploring options to enhance participation in our programs and services across the region. Participation has been restricted by lack of convenient transport to access the programs delivered by or through Council. To date, the cost of acquiring a bus large enough to support this participation has been prohibitive.

Earlier this year the Deputy Premier of NSW tasked the Department of Premier and Cabinet (DPC), Transport NSW (TfNSW) and other relevant agencies to collaborate to trial the re-deployment of retired, underutilised or end of life TfNSW assets for community use. This trial is called the 'Second Life Project'.

On invitation from DPC, QPRC submitted the 'Bus for Bus Community Project' proposal (attached) to enable rural and remote children and youth across the LGA to access activities, services, programs and facilities offered by QPRC. This proposal was endorsed by the Central Steering Group on 29 May 2018 and is one of four projects that have now been approved across the state (Armidale, 'Buses to Bourke' and Nowra).

A Second Life Project Task Group has been established to provide guidance and to monitor the project. This group has been working collaboratively with QPRC staff in the development and implementation of the project. A mobilisation meeting was held on 5 July and, if supported by Council, the project is on track to commence service delivery this year.

The project does not pose competition to current commercial operators as the service will be provided as an adjunct to current QPRC facilities, programs and services. It will not be offered to the general public nor will it have hail and ride, on demand or route service functions.

As the pilot progresses, there may be scope to broaden usage to other groups eg seniors.

The bus will become part of the Community Choice Portfolio to be offered as an adjunct to current services, programs and facilities, and maintained through Council's workshop/depot.

Recommendation

That Council:

- 1. Agree in principle to participate in the DPC pilot 'Second Life Project'.**
 - 2. Authorise the CEO to finalise a Deed of Agreement once logistics and other matters have been addressed.**
-

Background

The Community Choice portfolio administers a range of facilities, services and programs on behalf of Council. Whilst staff are seeking to broaden these offerings to the LGA, resources do not permit duplication for less than a critical mass of users. A number of organisations in the region, including schools, have indicated that whilst they would like their members to be able to access Council programs, the cost of transport is prohibitive.

Earlier this year, QPRC was approached by the DPC to ascertain interest in participating in the Government's 'Second Life Project' and were recently chosen as a prospect for the pilot program. Our pilot would be a 'bus for bus' initiative in that QPRC would be receiving an ex TfNSW bus to be used for transport of youth and other program participants throughout our

**12.7 Second Life Project - Community Bus (Ref: C1894790; Author: Tegart/Richards)
(Continued)**

region. Other programs that are being considered across NSW are to refit buses and/or train carriages as homelessness, well-being and education alternatives.

As a pilot program, the stakeholders are defining concepts and logistics to support overall success for all parties. This will include examining the allocated bus, finalising maintenance support arrangements etc.

Asset

TfNSW have indicated that they will supply a 52 seater bus in good condition at no cost to QPRC. Once delivered, the running, service and maintenance will be the responsibility of Council. TfNSW believe the vehicle will have at least a second life of up to half a million kilometres. TfNSW have indicated that they would provide spare parts from the range of decommissioned vehicles to enable any longer term maintenance. In addition, if the pilot proceeds as anticipated, a vehicle replacement plan would be considered.

Social / Cultural

This project will enable children and youth across our LGA greater access and equity to the full extent of activities, services, programs and facilities offered by QPRC. This includes but is not limited to holiday programs, swim school, indoor sports and theatre activities in addition to a range of community programs designed for youth engagement. If successful the project could be expanded to other sectors of our community including seniors.

The participation in the pilot program may cause unintended consequences if the pilot is not successful and this Community transport option has to be withdrawn. This will require clear management of expectations of potential user groups.

The Second Life vehicles do not have seatbelts or anchor points to retrofit seatbelts. The Government has advised this is not a current requirement for vehicles of this size and purpose. However it is noted that the lack of seatbelts in the proposed community bus may be an area of concern for some people.

Financial

As noted above, once delivered, the bus will be the responsibility of QPRC to administer and maintain and will have a cost impact, however these can be offset by increased participation in programs and services and, where appropriate, a minimal cost recovery charge for usage. Staff predict that costs can be subsumed in budgets for existing facilities, services and programs.

Resources (including staff)

No additional staff resources or technology will be required for this project. Staff will be trained and licenced (where necessary) from within the portfolio (similar to the Mobile Library drivers). Administrative arrangements, conditions and timetables have been provisionally set up to ensure optimal usage across the portfolio.

Integrated Plan

This project supports Council's adopted Strategic and Operational Plans and delivery programs in a variety of ways:

- Strategic pillar: A vibrant and active Queanbeyan-Palerang
- Community outcomes: Health and quality of life are improved through access to a range of recreation and leisure opportunities

**12.7 Second Life Project - Community Bus (Ref: C1894790; Author: Tegart/Richards)
(Continued)**

- Service Standards:
 - Improving trends in the proportion of residents who participate in Council cultural activities and programs
 - Increasing community satisfaction with Council cultural activities and programs

Conclusion

The Second Life project presents an opportunity to increase access to our recreation, cultural and community services and programs by supplying low/no cost access to transportation across the region. The program is supported by the Deputy Premier, the DPC and TfNSW and QPRC has been selected to be participate. Whilst there are some logistics to be finalised, the project has many anticipated benefits for our community.

The Project Brief prepared by DPC is attached.

Attachments

Attachment 1 Second Life - QPRC Bus Pilot Project Brief (*Under Separate Cover*)

12.8 Investment Report - June 2018 (Ref: C1892652; Author: Taylor/Drayton)

Summary

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

This report presents the investment result for June 2018.

Recommendation

That Council:

1. **Note the investment income for June 2018 was \$490,759 bringing the total return on Cash and Cash Equivalent Investments for the 2017/18 Financial Year to \$5,257,706 which is \$471,063 above the budget within the adopted Operational Plan Quarter 3 revision.**
 2. **Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, and the *Local Government (General) Regulation 2005*.**
 3. **Adopt the Investment Report for the month of June 2018.**
-

Background

Cash and Cash Equivalent Investments

The principal amount invested as at 30 June 2018 was \$166,790,774.

Refer to Attachment 1 for the following supporting information:

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

Market Update

The average 30 day BBSW rate for June 2018 was 1.94%.

The Reserve Bank (RBA) decided to leave the cash rate unchanged at the record low of 1.50% at its July 2018 meeting.

The recent data on the Australian economy continues to be consistent with the Bank's central forecast for GDP growth to average a bit above 3 per cent in 2018 and 2019.

- Business conditions are positive and non-mining business investment is continuing to increase;
- Higher levels of public infrastructure investment are also supporting the economy;
- Higher commodity prices have provided a boost to national income recently;

**12.8 Investment Report - June 2018 (Ref: C1892652; Author: Taylor/Drayton)
(Continued)**

- The outlook for the labour market remains positive. A gradual decline in the unemployment rate is expected, after being steady at around 5 ½ per cent for much of the past year. Wages growth remains low;
- Inflation is low and is likely to remain so for some time, reflecting low growth in labour costs and strong competition in retailing;
- The low level of interest rates is continuing to support the Australian economy.

Taking account of the available information, the Board judged that holding the stance of monetary policy unchanged would be consistent with sustainable growth in the economy and achieving their inflation target over time.

The TCorpIM Long-Term Growth Fund experienced a positive return this month. The Fund invests across major listed asset classes, with around 70% directed to growth assets and 30% to defensive assets.

The TCorpIM Medium-Term Growth Fund experienced a negative return this month.

Source: CPG Research and Advisory.

Implications***Policy***

I hereby certify that Queanbeyan-Palerang Regional Council investments listed in Table 1 attached to this report have been made in accordance with section 625 of the Local Government Act 1993, and clause 212 of the Local Government General Regulations 2005. During May 2017, Queanbeyan-Palerang Regional Council became noncompliant with its Investment Policy due to an overexposure to the Bank of Queensland counterparty (Current level - 10.19%).

Shane Taylor
Chief Financial Officer

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

At the current investment portfolio level, Council has a slight 0.19% overexposure to the Bank of Queensland, meaning noncompliance with Council's Investment Policy.

Refer to Attachment 1 - Tables 2 and 3.

Council's Policy states:

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

"Standard and Poor's ratings attributed to each individual institution will be used to determine maximum holdings. In the event of a disagreement between agencies as to the rating band ("split ratings") Council shall use the higher in assessing compliance with portfolio limits, but for conservatism shall apply the lower in assessing new purchases."

12.8 Investment Report - June 2018 (Ref: C1892652; Author: Taylor/Drayton)
(Continued)

Financial

Investment income for the 2017/18 Financial Year amounted to \$5,257,706. This return was \$471,063 above the revised adopted Quarter 3 budget. The investment returns are added to the associated restricted funds (i.e. development contributions) that form Council's investment portfolio.

Refer to Attachment 1 - Graph 1 and Table 5.

Attachments

Attachment 1 Investment Report - June 2018 - Attachment 1 - 25 July 2018 (*Under Separate Cover*)

**12.9 Canberra Region Joint Organisation's Inaugural Meeting (Ref: C1893820;
Author: Tegart/Ferguson)**

Summary

The Board of the new Canberra Region Joint Organisation (CRJO) held its inaugural meeting on 29 June 2018. Several draft statutory documents were considered by the Board at the meeting and were referred to member Councils for comment. This report proposes amendments to the draft Charter, and seeks Council's consideration of two other matters (LGNSW subscriptions for 2018/19 and a motion to Annual Conference) which were discussed by the Board.

Recommendation

That Council:

- 1. Note the minutes of the inaugural meeting of the CRJO Board held on 29 June 2018;**
 - 2. Submit its proposed amendments to the draft CRJO Charter to the Interim Executive Officer by 10 August 2018;**
 - 3. Endorse the draft CRJO Policy on the Payment of Expenses and Provision of Facilities as amended;**
 - 4. Endorse the draft CRJO Code of Meeting Practice as amended;**
 - 5. Consider withholding the payment of its 2018/19 subscription to LGNSW pending satisfactory responses to the questions raised by CRJO;**
 - 6. Support the motions submitted by Goulburn Mulwaree Council for the LGNSW Annual Conference 2018.**
-

Background

The CRJO Board's inaugural meeting was held on Friday, 29 June 2018, during which Cr Rowena Abbey (Yass Valley Council) was elected Chair and Cr Kristy McBain (Bega Valley Shire Council) elected Deputy Chair.

Following an independent recruitment process conducted by an external consultant, the Board resolved to appoint Mr David Rowe as the Chief Executive Officer of CRJO from 1 August 2018 until 30 June 2021.

The Board also resolved to appoint Ms Gabrielle Cusack as Interim Executive Officer until 30 July 2018, after which time, she will be employed by CRJO as Director – Strategy and Government Relations.

The CRJO will seek approval from the Minister for Planning to have the Snowy Valleys Local Government Area included in the CRJO boundary.

The minutes of the meeting held on 29 June 2018 are at **Attachments 1 and 2**. The NSW Government has released a document titled "FAQs – Week ending 22 June 2018" (**Attachment 3**) which provides information about policy and financial matters relating to new Joint Organisations.

**12.9 Canberra Region Joint Organisation's Inaugural Meeting (Ref: C1893820;
Author: Tegart/Ferguson) (Continued)**

In accordance with several resolutions carried at the Board's meeting, the following CRJO draft statutory documents were referred to member Councils for comment by 10 August 2018:

- Charter
- Policy for the Payment of Expenses and Provision of Facilities
- Code of Meeting Practice

Draft CRJO Charter

The draft charter is based on the model template provided by the Office of Local Government. It contains optional elements which can be determined by each individual JO. The Charter applies the Model Code of Conduct. At the CRJO Board meeting, delegates made a number of amendments to the model template. The key issues covered in the Charter are as follows:

- Operating and governance principles
- Membership
- Contribution methodology
- GMAC established as a formal Committee
- Position titles renaming

QPRC staff have suggested further amendments to the content for Council's consideration, as well as correcting typographical errors.

The document at **Attachment 4** contains:

- the Board's amendments to the draft Charter, highlighted in yellow and blue, and
- further proposed amendments from QPRC shown as tracked changes.

There are formatting errors in the document that will be corrected prior to finalisation.

Draft Policy for the Payment of Expenses and Provision of Facilities

The remuneration for the Chair, set at \$10,000 for 2018/19, has been included in the draft Policy and it is expected that individual member councils will cover much of the expenses of their delegates in relation to attendance at CRJO meetings. It is recommended that no further amendments be made to this Policy (**Attachment 5**), apart from correcting typographical and formatting errors.

Draft Code of Meeting Practice

As indicated by the Interim Executive Officer, the main variations to the protocols adopted by Councils are:

- Clause 4: attendance by video-conferencing
- Clause 8: quorum 75%
- Clause 9: non-quorum voting
- Clause 26: discussion by non-voting members
- Clause 26.2: no limitation on the number of speeches unless determined by the Chair
- Clause 28: voting at meetings
- Clause 36: portable electronic device protocol

It is recommended that no further amendments be made to this Code (**Attachment 6**), apart from correcting typographical and formatting errors.

**12.9 Canberra Region Joint Organisation's Inaugural Meeting (Ref: C1893820;
Author: Tegart/Ferguson) (Continued)**

Subscription to LGNSW

Part 4 of Resolution 2018/19 of the CRJO Board meeting minutes requests that all councils in the Canberra Region consider withholding their 2018/19 LGNSW subscriptions until LGNSW provides satisfactory answers to the issues raised by the Board. These issues include:

- The conduct of an LGNSW Board member
- The resignation of a member of the LGNSW Board
- Justification of a claim by the LGNSW President regarding value for money for LGNSW membership
- Demands by Local Government Superannuation for additional contributions (see below).

Motion to LGNSW Conference

Resolution 2018/21 of the Board's minutes asks member Councils to consider supporting the following motions that have been submitted by Goulburn Mulwaree Council for the LGNSW Annual Conference in Albury later this year:

That Local Government NSW conference express its concerns to Local Government Superannuation (LGS) at the continuous demand on all Councils for additional contributions which often exceeds more than 1% of Councils general rate take beyond the normal percentage on superable salary for the Defined Benefit Plan (DPB).

That Local Government Superannuation be requested to undertake an independent audit on the investment strategy to give confidence to stakeholders that the returns on superannuation funds are reasonable.

That Conference requests that Local Government Superannuation to cease the additional contributions on the defined benefit plan as soon as the liabilities and the asset are balanced at 100%.

That Local Government NSW be requested to ensure that the Directors appointed to the Local Government Superannuation Board of Directors are 'skills based' which relate to Finance, Superannuation investments and/or legal skills.

Implications***Policy***

The CRJO Board has referred the following draft documents to member Councils for comment by 10 August 2018:

- Charter
- Policy for the Payment of Expenses and Provision of Facilities
- Code of Meeting Practice

A number of amendments have been made to the draft Charter for Council's endorsement.

Financial

QPRC's 2017/18 membership contribution to the former CBRJO was \$45,815.

**12.9 Canberra Region Joint Organisation's Inaugural Meeting (Ref: C1893820;
Author: Tegart/Ferguson) (Continued)**

QPRC's 2018/19 membership contribution to the new CRJO will be a flat fee of \$7,200; a population fee of 70 cents per head, and an increase equivalent to the rate peg of 2.3% - a total of approx. \$48,000.

Council will soon no longer bear the cost of hosting the CBRJO, nor receive a contribution towards those expenses of \$25,000, once legal, staffing and financial arrangements for the CRJO are confirmed and audited handover is complete.

The NSW Government has provided up to \$3.3m in seed funding to JOs to support their establishment, of which the CRJO will receive \$300,000.

QPRC's membership to LGNSW for 2018/19 will be \$53,152.36. Non-payment may deem Council delegates ineligible to vote at the LGNSW Conference.

Conclusion

The minutes of the first meeting of the new Canberra Region Joint Organisation held on 29 June 2018 are provided for Council's information. Three draft statutory documents, viz the CRJO Charter, the Policy for Expenses and Provision of Facilities, and the Code of Meeting Practice, have been referred to member Councils for comment by 10 August 2018. Two further issues, (LGNSW subscriptions for 2018/19 and a motion to Annual Conference), were raised by the Board for Council's consideration and action.

Attachments

- Attachment 1 Minutes of meeting of CRJO Board 29 June 2018 (*Under Separate Cover*)
- Attachment 2 Attachment to CRJO Board's minutes - Staff Delegations (*Under Separate Cover*)
- Attachment 3 Joint Organisations FAQ - Week ending 22 June 2018 (*Under Separate Cover*)
- Attachment 4 Draft CRJO Charter with Amendments (*Under Separate Cover*)
- Attachment 5 Draft CRJO Policy for the Payment of Expenses and Provision of Facilities (*Under Separate Cover*)
- Attachment 6 Draft CRJO Code of Meeting Practice (*Under Separate Cover*)

**13.1 Community Energy Efficiency Workshops (Ref: C1885626); Author:
Thompson/Pensini**

Report

Council in partnership with ActewAGL and the Queanbeyan Salvation Army, hosted three Community Energy Efficiency workshops in the local government area throughout May and June.

The free workshops aimed to provide residents, particularly tenants, with practical tips and knowledge to help better understand, manage and make changes to their behaviors and practices to become more energy efficient.

The three workshops were held at;

- Jerrabomberra on the 28 May 2018
- Queanbeyan on the 29 May 2018; and
- Braidwood on the 14 June 2018.

A total of 63 residents attended the workshops with Queanbeyan and Jerrabomberra being the most popular with 35 and 25 attendees respectively. Participants were also provided with a number of free giveaways such as LED lights and energy monitors. Overall feedback from the workshops was positive with many attendees highlighting how informative the sessions were.

Council will continue to work with residents, local community groups and businesses towards achieving improved energy efficiency and sustainability outcomes for the region.

Recommendation

That the report be received for information.

Attachments

Nil

13.2 Cultural Grant - Bicentennial Hall (Ref: C1893953); Author: Richards/Richards

Report

Under the NSW Regional Cultural Fund, QPRC has been successful in its request for a grant to upgrade the Bicentennial Hall in Queanbeyan. The Bicentennial Hall has operated since 1988 as a focus for arts, culture and community and civic events. For many years it was the premier facility and a much loved venue for the performing arts and visual and cultural endeavours. This project will enable the expansion of opportunities to nurture arts and culture and to attract conferences and commercial hire to the region. The Hall will incorporate upgraded professional spaces of stage, box office and dressing rooms in conjunction with amenities including commercial kitchen, bar, air conditioning and bathrooms. The \$999,000 grant will be supported by \$550,000 Council contribution which will be achieved through maintenance budgeted to 2020.

The refurbishment is to be completed in the 2018-19 financial year.

A second stage grant will be sought to contribute to disabled access to the building and potential joint access with the new head office and Q Theatre.

Recommendation

That the report be received for information.

Attachments

Nil

14.1 Minutes of Environment and Sustainability Advisory Committee held 30 May 2018 (Ref: C1889011; Author: Thompson/Abbott)

Report

The QPRC Environment and Sustainability Advisory Committee has submitted Minutes for the meeting held on 30 May 2018 in Committee Room 1 for Councillors information.

In relation to recommendation ESAC 05/18 below Council is advised that an amount of \$20,000 has been provided in the 2018/19 budget to complete the review.

Recommendation

That Council:

- 1. Note the Minutes of the Environment and Sustainability Advisory Committee held on 30 May 2018.**
- 2. Consider recommendations QPRC ESAC 05/18 to QPRC ESAC 06/18 from the meeting held on 30 May 2018.**

(QPRC ESAC 05/18) That the Council provide funding to allow for a review of the Climate Change Action Plan to occur in the 2018/19 financial year.

(QPRC ESAC 06/18) That the revised Terms of Reference for the Committee be adopted.

Attachments

- Attachment 1 Environment and Sustainability Advisory Committee Meeting Minutes 30 May 2018 (*Under Separate Cover*)
- Attachment 2 Environment and Sustainability Advisory Committee Terms of Reference (*Under Separate Cover*)

14.2 QPRC Heritage Advisory Committee Minutes - Meeting Held 21 June 2018 (Ref: C1885484; Author: Thompson/Mitchell)

Report

The QPRC Heritage Advisory Committee has submitted the minutes and recommendations of its meeting held on 21 June 2018 for Council's information and consideration.

Recommendation

That Council:

1. Note the minutes of QPRC Heritage Advisory Committee held on 21 June 2018.
2. Consider recommendations QPRC HAC 004/18 to QPRC HAC 006/18 from the meeting held on 15 March 2018.

QPRC HAC 004/18 That Council write to the Minister for Heritage to request funding for the restoration of Foxlow Bridge to allow its continued use.

QPRC HAC 005/18 That Council request the RMS to ascertain access to the Charleyong Bridge timbers for the restoration of Foxlow Bridge in the event that Charleyong Bridge is demolished.

QPRC HAC 006/18 That Council note the position of the Committee that the new Police Headquarters is not sympathetic to the heritage surrounds.

Attachments

- Attachment 1 QPRC Heritage Advisory Committee Minutes - 21 June 2018 (*Under Separate Cover*)

14.3 Royalla Common s.355 Committee minutes (Ref: C1893830; Author:
Tegart/Ferguson)

Summary

The Royalla Common s.355 Committee has submitted for Council's information the minutes of its meeting held on 23 May 2018.

Recommendation

That Council note the minutes of Royalla Common s.355 Committee's meeting held on 23 May 2018.

Attachments

Attachment 1 Royalla Common s.355 Committee minutes 23 May 2018 (*Under Separate Cover*)

14.4 Braidwood Recreation Ground s.355 Committee minutes (Ref: C1893832;
Author: Tegart/Ferguson)

Summary

The Braidwood Recreation Ground s.355 Committee has submitted for Council's information the minutes of its meeting held on 2 May 2018.

Recommendation

That Council:

- 1. Note the minutes of Braidwood Recreation Ground s.355 Committee's meeting held on 2 May 2018;**
 - 2. Consider the following recommendation from the meeting held on 2 May 2018:**
BWDRG001 RECOMMENDATION That the toilets at the Braidwood Recreation Ground be open to the public 7 days per week 9am to 5pm to service the current and increasing use of this facility by the local community.
-

Attachments

- Attachment 1 Braidwood Recreation Ground s.355 Committee minutes 2 May 2018
(Under Separate Cover)

16.1 Responses to Councillors' Questions (Ref: C1894361); Author: Ferguson/Ison

Report

This report provides responses to Councillors' questions taken at Council meetings and subsequently.

Where a response has been given by staff in a meeting at the time the question was asked, the response will be recorded in the minutes.

Questions from Councillors that are classified as service requests will be dealt with through Council's Customer Action Request System (CARS) rather than included in the Councillors' Questions table.

The questions are deleted from the rolling table once they have been answered in full and reported to Council.

Any responses that contain personal or other identifying information of any kind will be circulated separately in the confidential attachments.

Recommendation

That the report be received for information.

Attachments

- Attachment 1 Responses to Councillors' Questions (*Under Separate Cover*)
- Attachment 2 Responses to Councillors' Questions - with CIC (*Under Separate Cover*)
- **CONFIDENTIAL**

19 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

Recommendation

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

Item 20.1 Quarterly Legal Report – June 2018

Item 20.1 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 20.2 CEO's Annual Performance Review

Item 20.2 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.