



Ordinary Meeting of Council

27 June 2018

**UNDER SEPARATE COVER
ATTACHMENTS**

ITEMS 12.1 TO 12.6

QUEANBEYAN-PALERANG REGIONAL COUNCIL

ORDINARY MEETING OF COUNCIL

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QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 12.1 ADOPTION OF FINANCIAL HARDSHIP AND DEBT RECOVERY
POLICY

ATTACHMENT 1 NEW QPRC FINANCIAL HARDSHIP AND ASSISTANCE POLICY

Financial Hardship Assistance Policy – Rates and Charges

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

1. OUTCOMES:

To provide financial assistance to ratepayers experiencing genuine financial hardship and to establish guidelines for assessment of hardship applications by applying the principles of integrity, fairness, respect and compliance to the relevant statutory requirements.

2. POLICY:

Council acknowledges that ratepayers may experience genuine financial hardship with the payment of excessive water usage accounts and Rates and Charges from time to time and as a result, may need assistance to meet their rates and charges payment responsibilities. This policy establishes the circumstances in which financial assistance will be provided and the various types of voluntary financial assistance Council will provide to ratepayers, pursuant to provisions within the LGA.

3. DEFINITIONS

LGA – refers to NSW Local Government Act 1993

Pensioner – an eligible pensioner as defined in Clause 134 of the Local Government (General) Regulations 2005

Application form – Council's financial hardship application form for the purpose of applying for assistance under this policy.

Undetectable Leak – where water has leaked from pipeline breaks or connections in the ground, under slabs or within walls and the leak is not clearly visible by the owner. It does not include leakage from an appliance, water pump, hot water system, irrigation system or rainwater tank.

4. LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

Sections 564,567 & 601 LGA.

5. CONTENT:

1. Financial Assistance due to Undetectable Water Leaks

Notwithstanding the property owners responsibility for all water infrastructure and water usage at their property, Council may assist by applying a rebate to ratepayers where a undetectable leak has resulted in a significant increase in water use, subject to the following conditions:-

- 5.1.1 Upon application and in accordance with this policy, the General Manager or his/her delegate may waive water usage charges up to a limit of \$1000.00
- 5.1.2 The application must be in writing and/or emailed to rates@qprc.nsw.gov.au
- 5.1.3 The applicant must be the person liable for the water usage charges for the property, or the authorised agent of the premises for which the application applies.

- 5.1.4 The property to which the application applies must be land categorised as Residential for rating purposes in accordance with Section 516 of the Act and must be separately metered.
- 5.1.5 The application must be received by Council within 30 days of the owner/agent becoming aware of the leak, or within 30 days of the date of a letter issued by Council to the owner advising of higher than normal water usage, or the issue of the Water Usage Account, whichever comes first.
- 5.1.6 The application must provide evidence confirming that immediate and effective action was taken to rectify the water leak as soon as was reasonably possible.
- 5.1.7 The application must be accompanied with an invoice or account from a licenced plumber stating the location of the leak, the repairs that were necessary and a statement that the internal plumbing system has been tested at a minimum test pressure of 800KPa.
- 5.1.8 The leak must have been significant. A leak is determined to be significant if the water usage for the period is greater than 50kl and is at least 1.5 times greater than the average water usage at the property calculated over the previous 3 years, provided the applicant has owned the property for all of that time.
- 5.1.9 In the event that no suitable historical water usage data is available, the estimation table contained in Appendix A may be used to determine an average water usage.
- 5.1.10 The rebate will be calculated by multiplying the numbers of days in the water billing period that the leak was evident, by the average daily usage as calculated in 5.1.8 of this policy. The rebate will be applied as a credit on the water usage account.
- 5.1.11 The maximum rebate shall be equivalent to 1,000 kilolitres of water.
- 5.1.12 A rebate shall not be granted where assistance of this kind has been granted in the previous five (5) years.
- 5.1.13 Water usage that is a result of negligence or misuse is not eligible for assistance.
- 5.1.14 The applicant will be advised in writing of the outcome of the application.

2. Financial Hardship Assistance – Rates and Charges

Council recognises there are cases of genuine financial hardship requiring respect and compassion in special circumstances. This policy establishes guidelines for assessment of hardship applications applying the principles of fairness, integrity, appropriate confidentiality, and compliance with relevant statutory requirements. It applies to all applications for alternative payment arrangements, or writing off of rates, fees, annual charges and interest accrued on such debts.

Assessment of financial hardship to be made internally following a set of guidelines and the completion of Council's 'Financial Hardship Relief Application Form'. Criteria for income and asset values shall be determined in accordance with the Centrelink 'Pensions - Income and Assets Test' as reviewed annually in September.

- 5.2.1 Council may enter into a formal agreement with a ratepayer requesting an extension to pay outstanding amounts by periodical payments. Council or the ratepayer may initiate a proposal for a periodical payment agreement under section 564(1) of the LGA and in accordance with Council's Debt Recovery Policy. Council will provide information on the amounts due and payable in writing following the approval of the arrangement.
- 5.2.2 Council may write off or reduce the accrued interest on rates and charges if the person complies with the periodical agreement in accordance with section 564(2) of the LGA. When assessing the writing off of interest in accordance with section 564(2) the following circumstances should be considered:-
- (a) The ratepayer is experiencing genuine hardship and has completed Council's Financial Hardship Application detailing their income, assets and expenses.
 - (b) The ratepayer has previously had a good payment record.
 - (c) The ratepayer is a first time owner in Queanbeyan-Palerang Regional Council, and circumstances beyond the ratepayers control resulted in an incorrect address for the service of notices.
 - (d) Prolonged or serious illness of the ratepayer, or the immediate family of the ratepayer, the loss of employment, natural disasters or other extraordinary circumstances have led to the Rates and Charges becoming overdue.

If the ratepayer fails to make the periodical payment in accordance with the agreement, the payment plan may be cancelled. Full payment of the amount outstanding will be due immediately, and the recovery of the debt will commence or continue as per Council's Debt Recovery Policy.

- 5.2.3 Council may write off accrued interest on rates or charges payable by a person under Section 567 of "the Act" and the Local Government (General) Regulation 2005 where:
- (1) the person was unable to pay the rates or charges when they became due for reasons beyond the person's control, or*
 - (2) the person is unable to pay accrued interest for reasons beyond the person's control, or*
 - (3) payment of the accrued interest would cause the person hardship.*

Applications must be made on the appropriate form, Council's Financial Hardship Application form. Each individual case will be considered by the Council and on its particular merits and circumstances.

Upon application and in accordance with this policy, the General Manager or his/her delegate may waive interest charges up to a limit of \$200.00.

- 5.2.4 Under section 577 of the LGA, in order to avoid hardship, Council may extend the pensioner concession to ratepayers who jointly occupy a dwelling and are jointly liable for the rates and charges as an eligible pensioner, if it considers it proper to do so.

3. Allowance for Persons Requiring Haemodialysis or any other medical condition which may require a large amount of water usage as a form of therapy.

- 5.3.1 The allowance will apply to Home Haemodialysis patients whose premises are connected to a Queanbeyan-Palerang Regional Council water supply system. Claims for other medical conditions will require a declaration from the Area Health Service as to the extent of water usage required for the therapy of any such medical condition.
- 5.3.2 At the end of each financial year the Area Health Service will be asked to supply Council with a list of all the Home Haemodialysis patients in council area, and their principal place of abode.
- 5.3.3 The allowance will be equivalent to 10 kls of the water used in any Water Billing period, as recorded by the water meter connected to the premise. This allowance is above the amount of the estimated volume of water utilised by a dialysis machine for an average haemodialysis patient, as supplied by the Area Health Service, being 25 kls per annum.
- 5.3.4 The allowance will commence in the water billing period in which Council is notified of the haemodialysis machine being installed at the premise.
- 5.3.5 The allowance will cease in the water billing period following the notification of the machine no longer being in use by the nominated patient, or the sale of the property.

PERFORMANCE INDICATOR

Outstanding Rates and Charges and Sundry Debtors accounts are managed and the indebtedness to Council is kept to a level that is acceptable to Council and the Office of Local Government.

<p>Note (delete from template): Confusion always exists regarding what constitutes policy and what constitutes a directive. In preparing a policy it is always useful to remember that the elected body of Council determines policy and any changes would have to be resolved by it and it would not want to</p>
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be considering policy changes on a very regular basis. Directives are determined at staff level and can be amended more regularly.

POLICY:-	
Policy No:	
Policy Title:	
Date Policy was adopted by Council:	
Resolution Number:	
Previous Policy Review Date:	
Next Policy Review Date:	
PROCEDURES/GUIDELINES:-	
Date Procedure/Guideline (if any) was developed:	
RECORDS:-	
Container Reference in TRIM: Policy	
Container Reference in TRIM: Procedure	
Other locations of Policy:	Intranet (linked to TRIM Container)
Other locations of Procedures/Guidelines:	Intranet (linked to TRIM Container)
DELEGATION (if any):-	
RESPONSIBILITY:-	
Draft Policy developed by:	
Committees (if any) consulted in the development of the Draft Policy:	
Responsibility for Implementation:	
Responsibility for Review of Policy:	

INTEGRATED PLANNING FRAMEWORK:	
Community Strategic Plan:	Theme No.
Delivery Program Title:	
Operational Plan:	

Senior Authorising Officer	Position General Manager	Signature/Date (Signed and dated)
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ACTION	COUNCIL MEETING DATE	RESOLUTION NUMBER	REPORT ITEM NUMBER
NEW/RECONFIRMED/ AMENDED			

DATE REVIEWED	REVIEWER POSITION	REVIEWER NAME

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 12.1 ADOPTION OF FINANCIAL HARDSHIP AND DEBT RECOVERY
POLICY

ATTACHMENT 2 NEW QPRC DEBT RECOVERY POLICY

Debt Recovery Policy – Rates and Charges

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

1. OUTCOMES:

To ensure the efficient and effective recovery of Rates and Charges and other Sundry Accounts owed to Council by applying the principles of integrity, consistency, confidentiality and compliance to the relevant statutory requirements in all proceedings for both the Council and the debtor.
To recover monies owed to Council in a timely, efficient and effective manner in order to ensure effective cash flow management.

2. POLICY:

Council acknowledges that ratepayers may experience genuine financial hardship from time to time and as a result, may need assistance to meet their rates and charges payment responsibilities. This policy establishes the circumstances in which financial assistance will be provided and the various types of voluntary financial assistance Council will provide to ratepayers, pursuant to provisions within the LGA.

3. DEFINITIONS

LGA – refers to NSW Local Government Act 1993

Pensioner – an eligible pensioner as defined in Clause 134 of the Local Government (General) Regulations 2005

Application form – Council's financial hardship application form for the purpose of applying for assistance under this policy.

4. LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

Local Government Act 1993

Local Government (General) Regulations 2005 (NSW)

Civil Procedures Act 2005

5. Debt Recovery Processes for Rates and Charges

5.1. The Rates Reminder Notice

A Rates Final Reminder Notice shall be issued for amounts over \$100.00 within 10 days after the due date of an instalment to those ratepayers who have not made previous satisfactory payment arrangements.

- (a) Mutually suitable arrangements may be entered into with ratepayers requesting extensions to pay outstanding amounts under section 564 of the LGA. It is Council's intention to have a maximum period of 24 months for which debts may be paid under a suitable arrangement, including current levies during the period of arrangement.
- (b) Interest will continue to accrue on any arrears during the period of arrangement.
- (c) All requests for extensions or payment arrangements are to be made in writing or by completing Council's Application for Payment Arrangement form. Payments can be made either weekly, fortnightly, monthly or by other suitable arrangements.

- (d) If the arrangement is in arrears for a period greater than 14 days, without prior notification, contact the debtor in writing advising that legal action may commence as a result of the default arrangement.

5.2 Proceeding with Legal Action

- (a) If Council receives no response from the debtor after the due date of the Final Reminder Notice or as a result of a defaulted payment arrangement notification Council may commence legal action.
- (b) Legal Action will commence for amounts greater than \$500.00. A 'Letter of Demand' will be issued to the ratepayer from Council's external debt recovery agent giving the ratepayer 14 days to respond.
- (c) If payment in full or an arrangement for payment has not been received by the due date stated on the 'Letter of Demand' then Council's external debt recovery agent may issue and serve a 'Statement of Claim. The debtor may, within 28 days of the service of the Statement of Claim lodge a defence to the claim made by Council.
- (d) If the debtor does not respond to the Statement of Claim within 28 days, Council's external debt recovery agent may apply for 'Default Judgment'. The Default Judgment will be recorded against the debtors credit file by a credit reporting agency and may affect their capacity to obtain credit or to refinance in the future. The Judgment is valid for 12 months.
- (e) After obtaining Default Judgment Council may recover the debt via a 'Writ of Execution', a garnishee against the debtor's salary or bank account, or issue an Examination Summons.
- (f) Any legal expenses incurred by Council from the recovery of outstanding rates and charges can be charged against the debtor under the Local Courts Act 1970.

5.3. Proceeding with Legal Action (Local Government Act)

- (a) Pursuant to Section 712 of the Local Government Act, proceedings for the recovery of a rate or charge may be commenced at any time within 20 years from the date when the rate or charge became due and payable.
- (b) All rates and charges payable by the same person, whether in respect of the same or of different land, may be recovered in a single action.
- (c) Section 605 of the Local Government Act 1993, allows Council to add to the amount of a rate or charge any reasonable out-of-pocket expenses incurred in tracing the person liable to pay the rate or charge.
- (d) The Local Government Act 1993 allows further options for Council to recover outstanding debts.
- (e) Section 569 allows Council the option to garnishee rent if the rateable property is let by the debtor to a tenant. A Notice must be served on the tenant under this Section before the garnishee can be attempted.
- (f) Where rates have remained unpaid for more than 5 years, Council may under Section 713(1) sell the property for unpaid rates.

5.4 Hardship Considerations

- (a) Applications for Hardship Rate Relief must be submitted to the General Manager on the appropriate form under the provisions of Council's Financial Hardship Assistance Policy. Each application will be considered on its merits.

6. Debt Recovery Procedures for Sundry Debtors

- 6.1 Recovery action may commence when accounts are outstanding 60 days and over.

- (a) All debtor accounts are strictly 30 days from the date of invoice.
- (b) Payment arrangements may be made for the payment of sundry debtor accounts if requested. These debts will be paid under a suitable arrangement for a maximum period of 6 months.
- (c) Monthly statements are to be forwarded to debtors. Outstanding amounts of more than 30 days are to be regarded as overdue.
- (d) Where amounts are outstanding for more than 60 days, credit will cease.
- (e) If Council does not receive payment within 14 days after the issue of the monthly statement and the account is more than \$500.00 Council will send a 'Letter of Demand' to the debtor.
- (f) If Council does not receive payment within the 14 day period as stated on the 'Letter of Demand' legal action will be commenced. Legal action against Sundry Debtors will follow the same procedures as stated in this document under Proceeding with Legal Action for rates.
- (g) This policy will not apply to amounts due from Government Departments and such amounts shall be recovered by prompt action with the Government Department direct.

6.2. The Writing Off of Sundry Debtors

Section 610E provides for circumstances where a Council may waive payment of, or reduce an approved fee other than rates and charges
A written record is to be kept of all bad debts write offs.

6.3. Special Circumstances

- (a) Where special circumstances exist, the matter is to be referred to the General Manager for determination.

7. Debt Recovery Processes for Water Usage Charges

7.1 Water usage accounts are issued on completion of the quarterly water meter readings and are due 30 days after the date of issue.

7.2 A Final Reminder notice will be issued 10 days after the due date of the water usage account.

- (a) If Council receives no response from the ratepayer after the due date of the Final Reminder Notice or as a result of a defaulted payment arrangement notification Council may commence legal action.
- (b) Any legal expenses incurred by Council from the recovery of outstanding rates and charges can be charged against the debtor under the Local Courts Act 1970.
- (c) All rates and charges (including water usage charges) payable by the same person, whether in respect of the same or of different land, may be recovered in a single action

7.3 The General Manager is delegated with the authority to approve the restriction and/ or disconnection of the water supply to premises that have ignored the notice of intent, or have not entered into and adhered to a suitable arrangement.

8. PERFORMANCE INDICATOR

This policy may be reviewed and updated as necessary if:

- a) Legislation requires it;
- b) Council's functions, structure or activities change

POLICY:-	
Policy No:	
Policy Title:	
Date Policy was adopted by Council:	
Resolution Number:	
Previous Policy Review Date:	
Next Policy Review Date:	
PROCEDURES/GUIDELINES:-	
Date Procedure/Guideline (if any) was developed:	
RECORDS:-	
Container Reference in TRIM: Policy	
Container Reference in TRIM: Procedure	
Other locations of Policy:	Intranet (linked to TRIM Container)
Other locations of Procedures/Guidelines:	Intranet (linked to TRIM Container)
DELEGATION (if any):-	
RESPONSIBILITY:-	
Draft Policy developed by:	
Committees (if any) consulted in the development of the Draft Policy:	
Responsibility for Implementation:	
Responsibility for Review of Policy:	

INTEGRATED PLANNING FRAMEWORK:	
Community Strategic Plan:	Theme No.
Delivery Program Title:	
Operational Plan:	

Senior Authorising Officer	Position General Manager	Signature/Date (Signed and dated)
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ACTION	COUNCIL MEETING DATE	RESOLUTION NUMBER	REPORT ITEM NUMBER
NEW/RECONFIRMED/ AMENDED			

DATE REVIEWED	REVIEWER POSITION	REVIEWER NAME

QUEANBEYAN-PALERANG REGIONAL COUNCIL

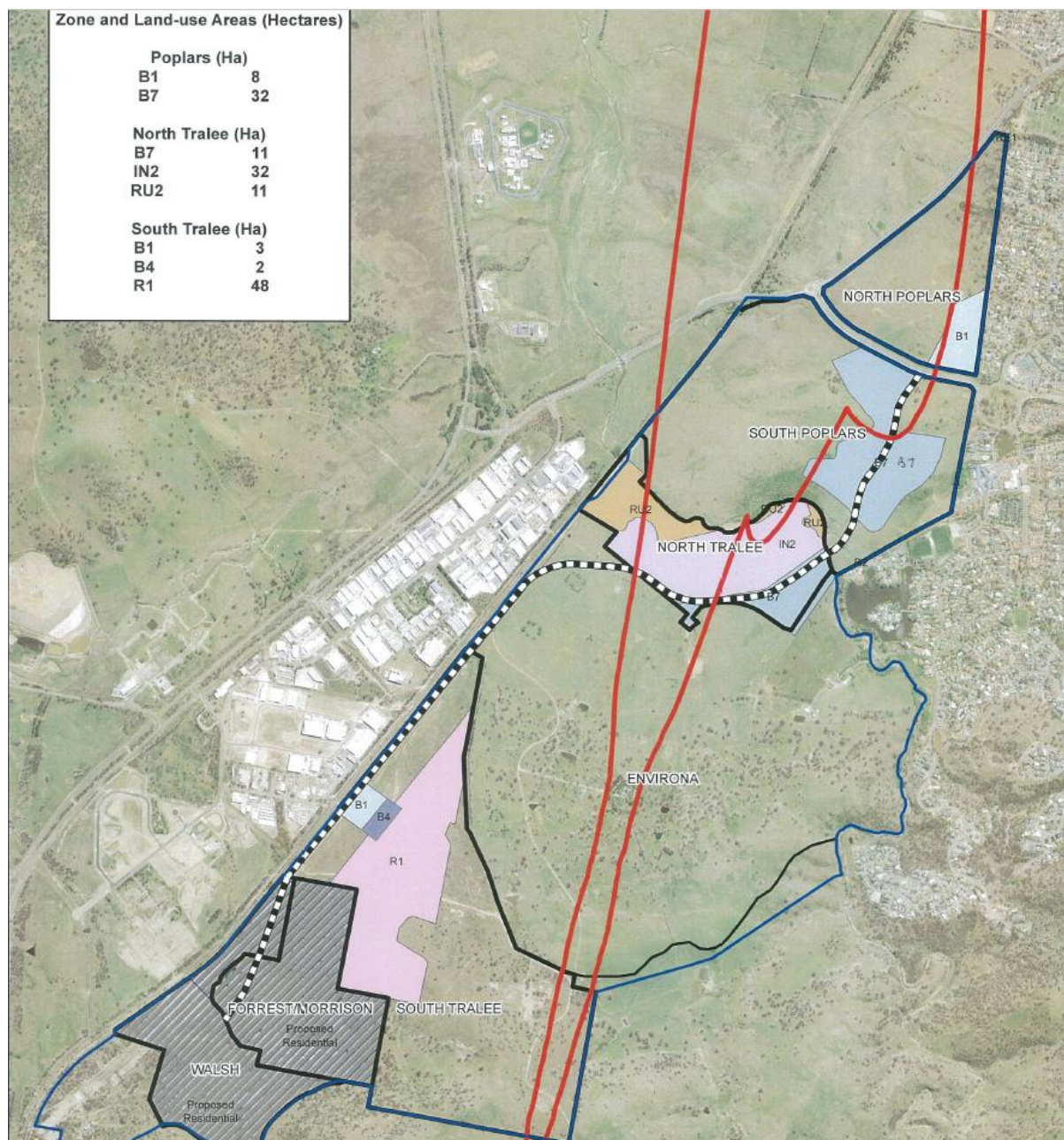
Council Meeting Attachment

27 JUNE 2018

ITEM 12.2 ENABLING INFRASTRUCTURE - SOUTH JERRA BUSINESS
TECHNOLOGY PARK

ATTACHMENT 1 SOUTH JERRA - ZONED LANDS

South Jerra Precinct – Business, Industrial and Residential lands



QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 12.2 ENABLING INFRASTRUCTURE - SOUTH JERRA BUSINESS
TECHNOLOGY PARK

ATTACHMENT 2 SITE OVERVIEW - SOUTH JERRA PRECINCT

South Jerra Technology Business Park (QBN)

North Precincts:

- B1:** Jerra Retail expansion (8ha)
- B7:** Technology Park (32ha)
- B7:** Business Park
- B7:** Business Park 11ha

South Precincts:

- RU2:** Regional Sports Facility precinct
- IN2:** Industrial Precinct (16ha)

Infrastructure and Landmarks:

- Rail:** Rail (to CBR/GLB)
- Roads:** Tompsett Drv, Lanyon Drv, Monaro Hwy
- Creeks:** Jerrabomberra Creek, Jerrabomberra Creek
- Proposed:** Proposed School site, Proposed cycle path
- Existing:** Jerra Public School, Jerra Public School
- Other:** Jerra Retail expansion, Traffic Lights, Jerra Hub

Investment and Development:

- Govt Investment:**
 - Road
 - Water/sewer
 - Energy
 - Broadband
- Private Investment:**
 - Road
 - Water/sewer
 - Energy

Other Labels:

- AKER Flight Corridor**
- Hume Industrial (ACT)**
- From Creek to Tralee Residential**

QUEANBEYAN-PALERANG REGIONAL COUNCIL

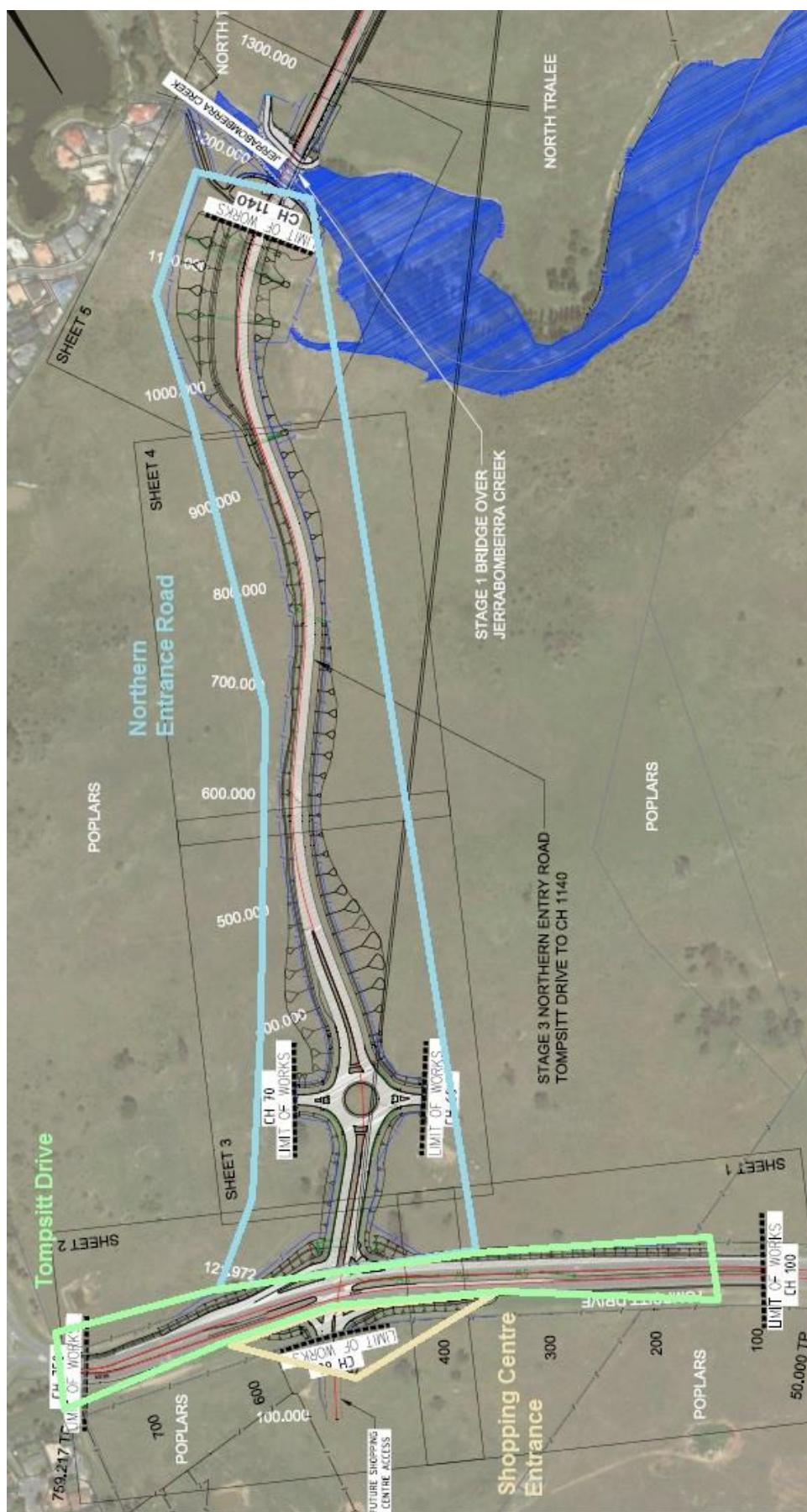
Council Meeting Attachment

27 JUNE 2018

ITEM 12.2 ENABLING INFRASTRUCTURE - SOUTH JERRA BUSINESS
TECHNOLOGY PARK

ATTACHMENT 3 PRELIMINARY NER CONCEPT

Preliminary Northern Entry Road concept



QUEANBEYAN-PALERANG REGIONAL COUNCIL

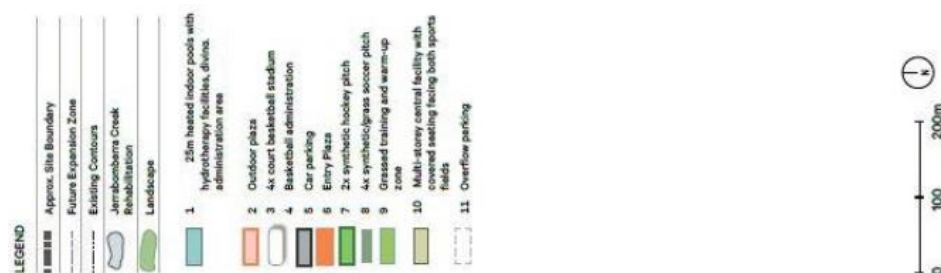
Council Meeting Attachment

27 JUNE 2018

ITEM 12.2 ENABLING INFRASTRUCTURE - SOUTH JERRA BUSINESS
TECHNOLOGY PARK

ATTACHMENT 4 PRELIMINARY REGIONAL SPORTS FACILITY LAYOUT

Preliminary Concept Layout – Proposed Regional Sports Facility



QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 12.3 Q-ONE INDOOR SPORTS & MONARO PANTHERS- JUNIOR
FUTSAL LEAGUE - AFFILIATION PROGRAM

ATTACHMENT 1 Q-ONE INDOOR SPORTS & MONARO PANTHERS -
AFFILIATION PROGRAM - FINANCIAL MODEL
OVERVIEW

AFFILIATION FINANCIAL MODEL

REGISTRATION			Notes
1A	Registrations	200	players
1B	Registration fee	\$200.00	per player
Total Income		\$40,000.00	
COURT HIRE			Notes
2A	Court Hire Fee (per court)	\$50.00	per hour
2B	Booking Time	12	hours
2D	Competition Length	16	weeks
Total Court Hire Fee		\$9,600.00	Cost A
OFFICIALS			Notes
3A	Referees	\$18	per game
2B & 2C	Games	20	per week
2D	Competition Length	16	weeks
Total Referee Cost		\$5,760.00	Cost B
AFFILIATION			Notes
4A	Affiliation Fee	\$20.00	per player
1A	Registrations	200	players
Total Affiliation Fee		\$4,000.00	Cost C
OVERALL			Notes
Total Fees		\$19,360.00	
Total Income		\$40,000.00	
Organisation Profit		\$20,640.00	200 Registrations

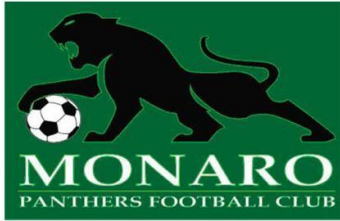
QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 12.3 Q-ONE INDOOR SPORTS & MONARO PANTHERS- JUNIOR
FUTSAL LEAGUE - AFFILIATION PROGRAM

ATTACHMENT 2 MONARO PANTHERS - AFFILIATION PROGRAM - LETTER OF
SUPPORT



Monaro Panthers FC Inc
PO Box 7180
Karabar NSW 2620

24 October 2017

Dear Council,

This letter is to confirm Monaro Panthers Football Club's (MPFC) support for and agreeance with the proposed 'affiliation program' with Q-One Indoor sports, as outlined in the Council business paper.

MPFC are excited by the opportunity to partner with Q-One Indoor Sports, and collectively serve our local region.

Kind Regards

Simon France

President

Monaro Panthers Football Club

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 12.4 BRAIDWOOD CBD & RYRIE PARK CONSULTATION REPORT

ATTACHMENT 2 YOUR VOICE REPORT

SurveyTool		12-Mar-2018		
Tool Status	archiv ed	Survey Response		
Visitors	77	Please provide any feedback that you have on the concept plans		Which aspects of the plan should be undertaken as a priority? What should be done first?
CONTRIBUTORS	13	Looks ok, where is the toilet block? If they're taking it away they need to put a new one there. Also don't really see how it could possibly take 500,000 dollars to do some landscaping...		
Registered	13	I would like the gym component moved to the other end of the space, as I don't want to train in front of people having a BBQ. It would be embarrassing and off putting therefore not fully utilised. I would hope the play grounds are all abilities play grounds to allow for disabled children's needs as well. I see the skate elements has now been removed. Why can't elements be incorporated? Elements do not represent a full scale skate park, just items for kids to practice skills on.		1970
Unverified	0	<p>The intact historic atmosphere of Braidwood's streetscapes has resulted in gentle organic development over 180 years and the untouched rural character of our streetscapes is one of the main reasons that our village is considered such an important survivor at a time when nearly every other town has modern pedestrianisation, traffic calming, formalised pavements and excessive signage, lighting and wires. The plane trees in Duncan Street were planted in the early 20th century by the Braidwood Visitor Association who were responsible for numerous street improvements by tree planting, and for arranging the early historic festivals including the 1920s "Back to Braidwood" festival, among the first of its type in Australia. The corners near the Albion Hotel, and the Dragon opposite it, have had vehicles, both horse drawn and motorised, parking around them since the 1920s and have not suffered. Indeed, the damage has been done by ludicrous and insensitive placement of overhead wires later on, requiring frequent unattractive and cheaply executed tree lopping. The corners are still used for horse drawn transport frequently through the year today.</p> <p>These areas are important gathering places for the community on the occasions of parades and festivals, and also in daily walking around the village. Modern suburban intrusions like those garden beds and cement areas and framing for the corners of Wallace and Duncan Streets suggested in the plan are the worst possible, and most intrusive, solution, which will have the effect of instantly transforming our lovely street into something one expects to see in Goulburn or a suburban environment, and are no better than the hideous cement pedestrian crossings which have already been the cause of so much angst in Braidwood. Please, please, leave the corners alone. The money would be so much better spent removing the poles and putting the wires underground. These "improvements" do not enhance safety, will ruin the rural streetscape and historic character of these important junctions on our sensitive main street, and will only choke up traffic movement even further.</p>		1962
Anonymous	0	<p>The design sketched above leaves me with a greater hope for our council. This is the first sign that you have a level of care for the teenage community in town.</p> <p>I was personally disgusted by our mayors behaviour towards local highschool students as he demonstrated ignorance of their capacity to respectfully convey their perspectives. It'd difficult that the highest stakeholders in this project - children and youth - have no right to vote and then to see our local Mayor demean their attempts to respectfully make contact... needless to say it left me with little to no hope for their inclusion in this project plan.</p> <p>However, I am proud to see that the above image includes a 3 facet design - gym equip, children's playground and an older children active play area. Just a few skate elements to feed a sense of inclusion, it is so little to ask and to see this included makes me proud to be a member of this town.</p> <p>Thank you, it must be difficult not to give in to the loudest voices - but thank you for showing our teen population that they matter and for celebrating them in a public space rather than hiding them away. Respect regained.</p>		1989
Admin	0	<p>could you be clearer about the multi purpose amenity block (toilet block?) You aren't suggesting two entries, pool and park for the same set of toilets? You are suggesting two sets of toilets/divided and distinct? (with the wheel chair access toilet having a wee small toilet too, for toddlers)</p> <p>the current amenity block is mostly used by drivers going thru town and their children, and the market goes once a month. why make the entrance to that toilet a viewing platform for the proposed younger children's play area and put it where people without children are drawn in by necessity. Toilet blocks and children don't mix.... Please try that social experiment elsewhere or do your own research.... The fitness corner (? aim is multigenerational use of park?) seems to belie the obvious, that the park and pool are used by children and their parents. We have a fitness park around the corner and from my understanding the older people enjoy using it, for its privacy. Or is it to block the view of the children's play area when parents do go there to enjoy the better bbq facilities.</p> <p>The problem with Wilson st and Wallace st. is that drivers do radical u turns around the Anzac memorial, because of the double lines on Wallace going south. A lot of folk don't use that turn at all because the memorial is too far into Wallace St. Line of site there is atrocious. I'm not going to suggest moving the memorial but beware of creating another issue to be addressed later after the money is spent... narrow the street, shorten peoples fuses etc. Optimistic that it will all (crossings and South Ryrie Park etc will all turn out well.)</p> <p>I'm sure your not the council that approved the junk yard, first house on the left coming into town from the coast... but its easy to see how these mistakes impact the very nature of the town... Nice to see one architects name in the proposal/ has anyone else had a go or is that locked in to.</p> <p>warm regards a parent who regularly uses the park and pool but not the toilets. Frank Lindner</p>		1957

Submissions	13	<p>Braidwood Upgrades Concept</p> <p>Ryrie Park North</p> <p>We walk through this park regularly and are amazed at the number of visitors who sit and enjoy the park on any day of the week. We think the new concept is a vast improvement on the current situation and would strongly endorse it in principle, with the following observations.</p> <p>1The area seems to be very crowded and busy with the amount of facilities envisaged and the illustrations given suggest each would take up quite some space. To understand it better, we would like to see the actual measurements for each section.</p> <p>2This should be a park for locals and visitors of all ages, but it cannot be all things to all people. There is already a fitness area in McKellar Park which many locals use, if there was signage then visitors may also use McKellar Park.</p> <p>3The number of people with disabilities who travel will only increase. In recognition of this perhaps you should consider four (4) disabled parking bays with good signage in Wilson St.</p> <p>4.Any seating and tables should not only be user friendly, but in keeping with a heritage town – all the examples given (p15) are very modern looking.</p> <p>5There are currently no bins in the designs, although we are sure they are envisaged. We would like to suggest that in the Wilson St parking bays, rather than have too many bins all of the time, that council provide additional wheelie bins during holidays and long weekends to take overload of rubbish from cars who have brought a takeaway from Queanbeyan or Canberra and deposit it when they visit the toilets – at least they try to deposit it, but the bins get very full in a short space of time.</p> <p>6.How big will any 'granite boulders' be? If too big these could be a danger to children falling from them and attract snakes and spiders.</p> <p>Ryrie Park South</p> <p>We walk through this park probably every day and again endorse it in principle with the following observations:</p> <p>1.With the exception of the bandstand area, there appears to be minimal, if any, seating and picnic tables – again this park is extensively used by visitors and locals having picnics. Whilst those using the North tend to bring their own food, those using the South tend to purchase food in town and eat it there.</p> <p>2The concept plan is silent about the path of family names which was developed by the community and they should have a say if it is intended to move or remove it. Many visitors check the names and visitors to the Information Centre are always interested that it is there and go to check their family history.</p> <p>3.Consideration of art work is a great idea, but so are flowers, Braidwood has an excellent climate for many plants in particular roses and spring bulbs, neither seem to be included in the list of plants proposed (p12) - eg will the current 'spring bulbs' along the existing wall of Wallace St be kept? What is envisaged in terms of formal style garden plantings?</p> <p>4Why are the steps into the park from Wallace St being removed, since parking is on that side street and many people access the park by these steps.</p> <p>Wilson Street - Connecting the Parks</p> <p>We fully endorse the concept of traffic calming on Wilson St at Ryrie Park. We would encourage consideration of additional traffic calming further along Wilson St near the pre-school and Anglican Hall. As residents in this street, we often see traffic speeding on this stretch of the road which often has children present, albeit supervised.</p> <p>Wallace Street North</p> <p>Great plan for parking. However, we question whether 1 hour is too short for visitors to have a picnic, go to the toilet, and wander through the town. Two hours would be more accommodating and still avoid individuals parking for the day.</p> <p>Commercial Precinct Paving</p> <p>We fully support the use of high grade large concrete pavers. We are not sure though about how the use of Wee Jasper, Australian Natural Stone to highlight thresholds to significant buildings and landmarks would actually work as this is very busy stone work and would take away any continuity and linkage provided by the large concrete pavers.</p> <p>Council Depot</p> <p>I am extremely concerned about the consultants' description, evaluation and their consequent proposed red-design actions for Ryrie Park South specifically.</p> <p>In particular, I quote:</p> <p>"Rethink the path network to create a more flexible park structure, maximise new entries and create better connections with Ryrie Park North and Wallace Street.</p> <p>Design new spaces and settings that maximise the qualities of the park</p> <p>Conserve significant items - Dhurga Rock sculpture and sundial</p> <p>Manage and re-site plaques within the park"</p> <p>The above reflects a total lack of understanding and appreciation of what there is significant in the park for conservation purposes - and it is not limited to the Dhurga Rock and sundial.</p> <p>For background:</p> <p>I was the President of the Braidwood Heritage Society when in 2014, together with a dedicated team, we have organised and managed Braidwood's 175th Birthday celebrations.</p> <p>This has culminated in a heritage parade in front of the Governor of NSW and, with relevance to the current proposals, the creation of the Braidwood Heritage Path launched by the Mayor of Palerang and John Barilaro MP. While the Society is not active, there are many other associations that would be happy to pick up the baton, if necessary.</p> <p>The Heritage Path (over 600 bricks, 60 long) runs from the South corner of the Park towards the Rotunda and EVERY engraved (or plain) brick paver has been paid for by Braidwood residents, direct descendants of those who established the town 175+ years ago and those living in the town today.</p> <p>Each person actively participated in what the pavers should say and were part of creating the time-line.</p> <p>It is a celebration of our heritage and a memory path for future generations to visit. Over \$30,000 of the community's money.</p> <p>In plain terms, the Braidwood community, in fact, paid for a maintenance free path, with gratefully acknowledging Palerang Council's \$30,000+ contribution - the cost of actually creating/laying the path according to the map we have provided.</p> <p>The timeline, with the first paver acknowledging the Aboriginal People who lived here before us, the second Palerang Council's sponsorship and contribution, ends with pavers of those who came recently but are proud Braidwood residents.</p> <p>I have every bit of paperwork associated with creating the path available, from individual orders, some came from overseas or interstate, individual payments collected through Bendigo Bank (also paid for a large section) to the design of the pavers (I have done the graphics work, free) to the map creating the layout of the timeline and complete photographic record from day one.</p> <p>I have no record of the 3 months some of us spent on the work involved by working 20 hour days. Have been asked, on a number of occasions, whether we could continue the Heritage Path.</p> <p>Originally we have proposed to run the path from the RSL memorial to the Rotunda but accepted the RSL's point of view and mirrored their memorial at the South end.</p> <p>Problems and objections</p> <p>The proposal DOES not list the Heritage Path as a significant item for conservation BUT describes it to be a NEW COLORED CONCRETE PATH on the concept map/drawing.</p> <p>In effect, it proposes to ERASE our Heritage Path - an insult to the community.</p> <p>Further, the proposal says: "Create a Memorial Wall at the corner of the park close to the WW1 statue to locate existing memorial plaques". WHY? I know it is subject to RSL consultation and if they say no, they have my support.</p> <p>On behalf of the Braidwood Community who created (PAID FOR) the Heritage Path, I am greatly concerned about the proposals. We have NOT created a monument. We have created living history. We watch people walk the path reading dates and names and events.</p> <p>There is no need or justification to "manage and re-site plaques (sic) within the park".</p> <p>We do not have memorial plaques, we have a Heritage Path, our history of where they/we come/came from.</p> <p>Please do not take down the mature trees in the park. Additional trees yes; additional paths yes; do not destroy existing path with ceremonial bricks as this is a valuable piece of social history, one to which I would like to be added, along with family and other friends.</p> <p>Fix the pool, make it usable all year round</p>	1965
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I was involved in ALL the consultations and preliminary presentations to the community. The process was run in a very professional manner by well qualified, experienced consultants and council staff. I was impressed by many of the ideas presented and commend most of the concept plans to Council.

However, there is one clear, serious problem. The plans must include the planned area for older children and teenagers in Ryrie Park North. The removal of the 'skate elements' from the concept plans is a gross error of judgement. Concerns about the facility are based in ignorance as there was not a single objection to the plans when they were presented to the community in Spring 2017. Had residents presently opposed to the small skate facility been present at the consultations they would have benefitted from the knowledge and reasoning explaining the concepts. I have listened to the arguments on both sides and have concluded that the various experts who the council have engaged have the experience necessary to demand our attention. They unequivocally tell us that Ryrie Park North is the best option. Listen to the experts and heed their advice. Young children and teenagers in Braidwood deserve our support.

I have other small suggestions for adjustments to the concept plan but will raise these issues directly with Council staff and Councillors through my representation of the Braidwood & District Historical Society.

Thank you for the opportunity to comment

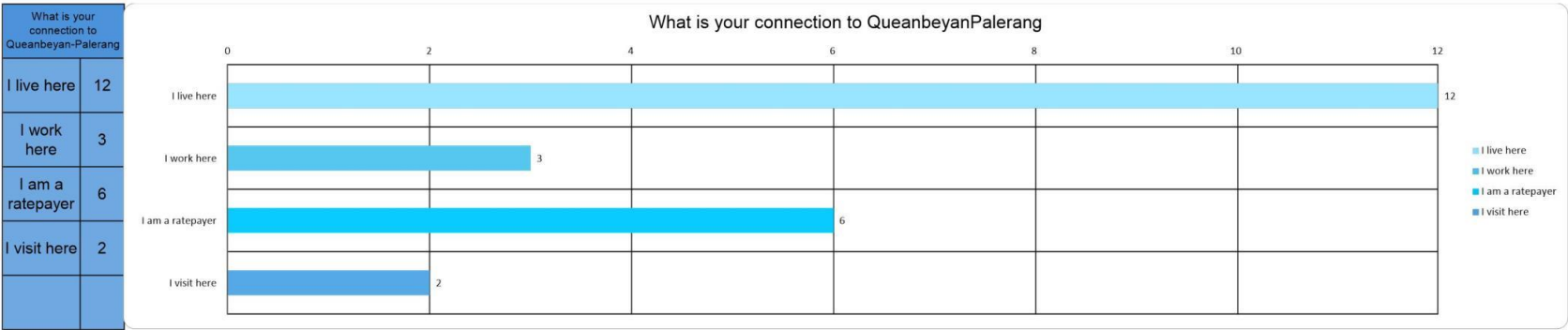
John Stahel
Braidwood

Demographics Graphs Below	<p>I have commented previously, but would like to add to these, particularly in relation to Ryrie Park, Wallace Street landscaping and parking issues.</p> <p>1. Ryrie Park. Great that the north and south sections of the park are treated separately. This gives scope to both active recreational users (particularly children/ youth), and retaining the heritage streetscape. Ryrie Park North design is fine. The park entrance on the corner of Park & Wallace Sts is incredibly 'daggy' - this would be a good place to integrate both bits of park with a sympathetic (heritage) planting scheme and signage at the entrance (similar to the NPWS signage on Wilson St). Likewise, the Wallace St boundary offers the opportunity to integrate the landscape character, while allowing quality play and other recreational facilities (e.g. pool, skate park, picnic) within. The Wallace St boundary is not a great place for exclusive bus parking - this is the main crossing point for pool and school pedestrians, and sightlines (for pedestrians!) would be compromised. Great to see pool amenities block improved - does this include male toilets & change? I'd hate to see pool amenities treated with the level of disrespect that the present public facilities suffer. Is there a way to mitigate this, especially out of pool season? It's hardly the sort of treatment that local parents want to expose their kids to. Some consideration of pool refurbishment would be great - shade and seating are notably lacking in this well-used facility. Some well-placed trees would be much appreciated.</p> <p>Plans for Ryrie Park South are less well-considered. This is a real focal point in terms of the Georgian landscape. There are many examples of this symmetrical St Andrew's/ George or Union Jack path design in colonial parks. Given the heritage significance of the main street, and the importance of Ryrie Park in terms of past (and continuing) civic pride, tinkering with the fundamental architecture of the park is not appropriate. Likewise, the bandstand was deliberately located near the central axis, and within the canopy of the fine English Oak. Shade near the bandstand is really useful for public events (e.g. the annual ANZAC services). A fountain would be great, and certainly in keeping with the park's heritage. The most appropriate spot for this would be slap bang in the middle. This would also be a great spot to include a surrounding bedding display - good enough for Qbn & Bungendore shopping precincts, and certainly in keeping with Georgian/ Victorian landscaping. Planting suggestions for this part of the park are deplorable, and show no effort in terms of historical accuracy nor climate adaptability. Araucaria heterophylla is a coastal species found nowhere in the district: Cercis is found nowhere in the district, has a high water requirement and is likely to be adversely affected by strong winds (hot and cold); Agapanthus blacken or bleach and wilt with frost and are environmental weeds; Liquidambar are potentially huge, are well-known for pavement heave etc. and have hard and prickly fruit which are a pedestrian hazard (I'd hate to sit on one while picnicking!), and again are virtually absent locally; Alyssum is frost damaged; Liriope is an 80s poster plant; purple flax ditto for the 90s; the "japonica" is actually a Pieris, and needs shelter and lots of water (again not planted much locally); Pinus roxburghii is also not notable locally. Some homework needs to be done! There are some very typical, unusual (in the wider context) and beautiful trees found within cooee in the courthouse and police precinct (even Ryrie Park North) - Linden, evergreen Holm Oak, Chinese Holly, Horse Chestnut, Himalayan Cedar, Funeral Cypress and Chinese Pistachio, all of which are genuine heritage plantings, and have absolutely stood the test of time.</p> <p>Since Bicentennial Park at the far northern end of Wallace Street IS within the main streetscape and heritage precinct (and is very popular with locals and visitors alike), it is a mystery why this is ignored completely. It desperately needs some weed control and sensible pruning, for starters. As an entrance statement to Wallace Street, it leaves a lot to be desired. The hard work of the Urban Landcare Group to fund, plant and maintain this important park and riparian habitat (home to platypus, kingfishers and others) has not been maintained for at least the past decade.</p> <p>Streetscape proper - get rid of the expanses of (environmentally damnable!) concrete and replace with something that reflects the local landscape character. Beechworth in Vic has done this really well with granite guttering and simple and cheap crushed granite/ bitumen. Why introduce expensive and out-of-place Wee Jasper stone? Bungendore has used period-appropriate setts in both footpaths and crossings. Again, plantings are woeful - don't stand up to the climate, are fenced in a very ugly manner etc. And bring back our hitching posts! These are utterly inappropriate scattered all over the place. Great idea to reduce the footprint of the woeful, ugly and largely ignored crossing structures. Go granite and think carefully about replacement plantings. Something to reduce the summer glare would be great, particularly as 40 degree plus heat is now regularly experienced. Thank you for considering drainage with metal grates - regularly flooded in heavy rain. Bus parking etc. has been discussed earlier - main street really shouldn't be clogged. Since southern end of Wallace St is becoming busier with thriving cafes and newer bakery, bus parking on Lascelles St outside St Bede's presbytery could be considered. This would reduce congestion and improve safety in the park and school precinct, and stop bus traffic down Elrington St past St Bede's School, and Monkitee Street, past the hospital, aged care hostel and surgery.</p> <p>The 'older children's play area' - the examples of this provided in the concept plan are slides and swings. They would be appealing to children until about age 10. What of the older children? Are 'skate elements' (such as they were in the previous concept plan) so perilous or expensive? Or should the older children all be inside playing video games? Or just getting addicted to ice like so many in so many other rural NSW towns? Braidwood has an opportunity here to provide space for its children - younger and older - which this Council and this Mayor seem intent on squandering.</p> <p>It's a mockery to call this an intergenerational space by simply including some fitness equipment (already available and under-utilised at Bicentennial Park). But dollars speak louder than words, as this Council and Mayor have made abundantly clear. They seem set upon a course of (mis)using State Government and ratepayers' resources to create something that suits their own ends regardless of any feedback; one has to wonder if there is really any point to having this 'Your Voice' facility at all.</p> <p>Perhaps the seating terraces in Ryrie Park N (north of the pool) could be left without any skateboard deterrents (knobbing or pegging or such) and the steps to their left and the pool forecourt area could become an area for skateboard use without anyone ever having to call them skate elements - lest the vocal minority in town get wind of the youth skating and get their torches and pitchforks ready.</p>
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Braidwood Main Street Proposals.		
The context for the recent proposals for Braidwood’s Main Street is determined by the overriding Heritage Plan, along with the need to accommodate demands from increased Tourism and responses to emerging community needs.		
The Heritage Plan seeks to conserve the atmosphere of a Colonial Grid-Plan Main Street, which became embellished with a grouping of fine Georgian Buildings, built during a period of great prosperity from Gold and Wool.		
The Main Street was deliberately made generously wide, and was terminated at its northern end by a fine Victorian Civic Park, which has a dominant grassy and treed character-- forming an Arcadian point of arrival and rest when arriving in the Town, and distinct from the bleaker landscape of the surrounding farming lands.		
The character of the flanking buildings of from 1-3 stories along the Main Street is dominated by the fine verandahed buildings with ground-floor shops. It is one of a firm dominant building line, complemented by an underlying edge of high-kerbed granite gutters with stone channels forming the edges of a well-crowned Main Street, which has few large Trees. As a result, the Main Street has combination of elements which is both distinctive and highly defined: one could easily call it “masculine” in character.		
The current proposals run counter to this well-established character in several respects:		
•The Northern Arcadian Park has its aspect severely weakened by replacing the unifying grass surfaces with play equipment: this can only be overcome by retaining a much greater width of grassed surfaces adjacent to the Main Street;		1937
•The unity of the Main Street has been weakened by the introduction of inappropriate entry points to pedestrian crossings, finished in trowelled concrete. These need to be softened by higher plantings and possibly one or two large trees;		
•The edges of the Main Street Roadway have been raised and the granite kerbing replaced so that the footpath and Street surfaces are level. This severely weakens the role of the kerb as a firm “line” underlying and linking the flanking buildings. It is imperative that the high kerbing be retained;		
•The footpaths are to be paved in very large light yellow concrete pavers. This is inconsistent with the character of the Main Street and will pose ongoing problems which arise from inevitable surface maintenance, and the light colour will be easily stained. This proposal should be rejected and much smaller and easily replaced paver utilized; and the colour should be dark-toned complementary to the adjacent buildings;		
The overall impact of these proposed changes is highly detrimental to the Heritage Character of the Main Street and needs to be rethought. Brian Binning, M Arch (Urban Design) Illinois. (Formerly FRAPI and Director of Urban Design and Strategic Planning, National Capital Authority, Canberra.) Yass, 8 April 2018		
The toilet facilities located in Ryrie Park North are very popular with travellers who park in Wilson St to take a break from driving. The toilets are a significant stopping/rest area for drivers particularly for travellers on Kings Highway as they are seen as easily assessable and convenient. In 2016/2017 QPRC ran a survey of travellers on the Kings Highway at the Driver Reviver located on Wilson St near the park. The Survey was conducted covering the peak holiday travel periods including October Long Weekend, Christmas, Australia Day, Easter and Anzac Day Long weekend. The survey established the top reason drivers stopped was to go to the toilet – it was voted as the top reason (out of 10 reasons) why drivers took a break (out of 224 total drivers surveyed 167 (75%) said they decided to take a break because they needed to go to the toilet). It is noted in the report to Council that ‘accessibility’ is one of the key focus considerations for Ryrie Park North. Representatives from the Kings Highway Road Safety Partnership (KHRSP) are concerned with the unintended consequences of the rationalisation of the amenities – that it may reduce the current easy access drivers perceive and enjoy of the current amenities and has potential to result in reduction in drivers stopping to use the amenities and have a much needed fatigue breaks. The new amenities are located much further away from the on-street Wilson car parking and will be further back from the current close facilities the drivers enjoy, it might also be seen as inconvenient, not as accessible, undesirable to use shared facilities with the pool and parking not as available. Fatigue is a big issue for drivers on the Kings Highway. Many drivers underestimate the 2 hour drive to the coast and can see it as a ‘non-stop’ drive particularly if they are new to the area or young drivers. This attitude is reinforced by online mapping programs that provide duration estimate of 2 hours from Canberra Region to the Coast. Road Safety has historically promoted 2 hours as the desired driving duration before taking a break and as such drivers can presume the drive to coast on Kings Highway doesn’t require a break. This doesn’t take into account the difficult road conditions particularly down the Clyde Mountain and the volume of traffic that can extend the drive particularly in peak holiday time. RMS Kings Highway Review 2013 found the Kings Highway has a very high incidence of fatigue related casualty crashes, higher than the state average (page 33) and it particularly identified the location in close proximity to Braidwood as susceptible historically to fatigue crashes with 4 fatal fatigue crashes in 5 years (page 53). As a result the report recommends enhancing road user behaviour campaigns targeting fatigue. The KHRSP particularly promote the community safety message of dangers of fatigue driving and encourage drivers on Kings Highway to stop and take breaks. We run targeted fatigue campaigns with Driver Reviver who are located in Wilson St knowing that a lot of drivers stop to use the toilets. With all of these strategies already being run on behalf of Council and KHRSP it is unclear why the toilet facilities in Ryrie Park are being changed and rationalised without consideration for this impact and potential unintended consequences. From the documents on display and the reports it’s not evident that these impacts have been considered in the rationalisation of the facilities and it’s just presumed travellers will use the relocated services. However, from experience changing location and ease of access can alter drivers’ behaviours and it’s not clear if this has been factored into the rationalisation.		
Wallace Central and Duncan Intersection I am concerned about the exclusion of Council staff that manage road safety and the road network in regards to the plan to ‘retain the crossings but attention will be given to reduce the visual impact of the current large concrete slabs. Further discussion will be held with the RMS during the detailed designs phase.’ Could council staff that manage road safety and the road network also be included in this consultation and consideration? We end up being the first contacted by residents when there is a problem with the kerbs/blisters (not RMS) so we end up getting the complaints and have to deal with the issues. While it is RMS’s road and their technical guidelines it is Council staff that manage the subsequent implementation and the management of the issues that come from residents so including us as early as possible in these discussions is requested. Also, the kerbs were installed for safety – nowhere in the document and the council report has it been established that they are or are not working in regards to their first intention – safety. In-fact currently there are safety concerns with how the community do use the blisters – including the display of A-frames or large easter bunnies as decoration. During the Easter break large wooden bunnies were displayed on some of the refuges and visitors were noted walking around the refuges and onto the road to get photos of the bunnies – causing a safety concern and also obstructing the intention of the blisters which is to give some protection and enhanced sight distance to pedestrians as they enter the crossing. Some of the location of the advertising A-Frames placed on the blisters have ability to obscure a pedestrian. Council pedestrian safety and sight distances please be considered with any changes to the blisters and parking.		

Survey Responses Graph

DEMOGRAPHIC ANALYSIS of Contributors - Based on Sign-up form responses



QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 12.6 POLICY - UNSEALED ROAD MAINTENANCE - GRADING

ATTACHMENT 1 UNSEALED ROAD GRADING POLICY - DRAFT

Unsealed Road **Maintenance - Grading**

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

1. OUTCOMES:

To establish a level of service for the maintenance grading of unsealed roads.

2. POLICY:

Council maintains a significant length of unsealed roads and commits a large quantity of both financial and operational resources to this task. This Policy establishes the minimum grading frequency for roads based on the amount of traffic that travels the road each day.

Council will only consider accepting the maintenance responsibility for an unsealed road that it does not presently maintain if that road has been constructed to Councils minimum construction standard as detailed below.

Right of Carriageways are not maintained by Council.

3. SCOPE OF THE POLICY:

All unsealed roads that are maintained by Council.

4. DEFINITIONS:

Council maintained road – A Public Road or nominated Crown Road that was maintained by Council prior to 1 April 2018 or such other road that has since been constructed to Councils minimum construction standard and gifted to Council or otherwise resolved by Council to maintain.

AADT – Average Annual Daily Traffic

VPD – Vehicles per day

Minimum Construction Standard – Before Council considers taking responsibility for the maintenance of any unsealed road not presently maintained by Council, the road must serve more than 1 dwelling and shall be constructed to the following standard:

- Minimum gravel pavement width of 6.0 metres.
- Minimum gravel pavement depth of 125 mm.
- Detailed survey plan showing the road fully contained within a public road reserve or a crown road reserve.
- Longitudinal drainage a minimum of 1.0 metre outside the road pavement as open “v” shaped drains and shall include adequate mitre drains designed to drain water away from the road pavement to natural drainage/water courses.
- Longitudinal drainage with a long section slope of 5% or greater is to be lined with rock or concrete.
- Transverse drainage to be designed to accommodate a 1 in 20 storm event at all locations where storm water crosses the new road. All drainage structures are to be constructed from concrete and include concrete headwalls.

- Sufficient warning signs and guideposts to meet the relevant Australian standard.

5. LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS:

Roads Act 1993 - Section 71.

Councils Asset Management Policy and Standards.

6. CONTENT:

Category	Grading Frequency	Criteria
1	Once every month	AADT > 440 vpd
2	Once every 2 months	340 vpd < AADT < 460vpd
3	Once every 3 months	240 vpd < AADT < 360vpd
4	Once every 4 months	180 vpd < AADT < 260vpd
5	Once every 6 months	80 vpd < AADT < 200 vpd
6	Once every 12 months	50 vpd < AADT < 100 vpd
7	Once every 18 months	20 vpd < AADT < 60 vpd
8	Once every 2 years	19 vpd < AADT < 40 vpd
9	Once every 3 years	AADT < 20 vpd
10	Not maintained	Public or Crown Roads not maintained by Council at 1 April 2018 including rights of way and roads less than 4 metres wide and/or servicing only 1 dwelling.

7. PERFORMANCE INDICATOR:

Length of road graded in a 12 month period.

POLICY:-	Unsealed Road Maintenance - Grading
Policy No:	
Policy Title:	Unsealed Road Maintenance - Grading
Date Policy was adopted by Council:	
Resolution Number:	
Previous Policy Review Date:	
Next Policy Review Date:	
PROCEDURES/GUIDELINES:-	
Date Procedure/Guideline (if any) was developed:	
RECORDS:-	
Container Reference in TRIM: Policy	C18066883
Container Reference in TRIM: Procedure	
Other locations of Policy:	Intranet (linked to TRIM Container)
Other locations of Procedures/Guidelines:	Intranet (linked to TRIM Container)
DELEGATION (if any):-	
RESPONSIBILITY:-	
Draft Policy developed by:	
Committees (if any) consulted in the development of the Draft Policy:	
Responsibility for Implementation:	
Responsibility for Review of Policy:	

INTEGRATED PLANNING FRAMEWORK:	
Strategic Direction (CSP):	
Service:	
Program:	

Senior Authorising Officer	Position General Manager	Signature/Date (Signed and dated)
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ACTION	COUNCIL MEETING DATE	RESOLUTION NUMBER	REPORT ITEM NUMBER
NEW/RECONFIRMED/ AMENDED			

DATE REVIEWED	REVIEWER POSITION	REVIEWER NAME