



Ordinary Meeting of Council

27 June 2018

**UNDER SEPARATE COVER
ATTACHMENTS**

ITEMS 13.1 TO 14.4

QUEANBEYAN-PALERANG REGIONAL COUNCIL

ORDINARY MEETING OF COUNCIL

ATTACHMENTS – 27 June 2018 Page i

Item 13.1	Heritage Advisors' Positions and Annual Report 2018	
	<i>Attachment 1 Local Government Heritage Advisors Report- LGA2017069</i>	<i>2</i>
Item 13.2	Climate Change Action Plans - update on progress	
	<i>Attachment 1 Community Climate Change Action Plan - Review Report</i>	<i>8</i>
	<i>Attachment 2 Council Operations Climate Change Action Plan - Review Report.....</i>	<i>16</i>
Item 14.1	Youth Committee	
	<i>Attachment 1 Youth Advisory Committee Minutes 7 May 2018.....</i>	<i>25</i>
Item 14.2	Access Committee	
	<i>Attachment 1 QPRC Access Committee Meeting Minutes 23 May 2018.....</i>	<i>28</i>
Item 14.3	Aboriginal Consultative Committee	
	<i>Attachment 1 Consultative Committee on Aboriginal Issues Meeting Minutes 15 May 2018.....</i>	<i>32</i>
Item 14.4	Report of the Cultural Development and Public Art Advisory Panel - 4 May 2018	
	<i>Attachment 1 Cultural Development and Public Art Advisory Panel Meeting Minutes 4 May 2018.....</i>	<i>35</i>

Local Government Heritage Advisors 2017-18 to 2018-19 2017-18 Local Government Heritage Advisors: Acquittal Application LGA2017069 From Queanbeyan-Palerang Regional Council

2017-18 Report and Payment Claim

* indicates a required field

Applicant

This question is read only.

Project Title

Queanbeyan-Palerang Regional Council Heritage Advisor Program

This question is read only.

What are the expected outcomes of the project?

There are a range of expected outcomes. These include:

Professional advice on development inquiries and development applications particularly those within the conservation areas of Queanbeyan and within the State listed area of Braidwood and its settings.

The ongoing education of Council officers as well and members of the Heritage Advisory Committee in relation to heritage matters.

Completion of any identified project(s).

Continuation of a successful heritage advisory program resulting in the maintenance or refurbishment or upgrading of heritage listed properties within a heritage conservation area as identified by the Palerang Local Environmental Plan 2014 or the Queanbeyan Local Environmental Plan 2012 or other appropriate properties.

Promotion of the value of heritage to the community as well as the continued encouragement of a local appreciation and acceptance of this through such things as the local grants program and QPRC's Special Heritage Grants program.

This question is read only.

Describe three things you want the project to achieve in terms of benefits for participants and/or others (200 words recommended)

Changes to Council's Financial and/or Contact Details

- 1. Have any of your financial or contact detail changes since you accepted the grant? ***
- ☐ Yes
☒ No

Changes to Heritage Advisor

- 3. Has your Heritage Advisor changed since you applied for funding in late 2016**

☐ Yes
☒ No

Grant Claim

Local Government Heritage Advisors 2017-18 to 2018-19

2017-18 Local Government Heritage Advisors: Acquittal

Application LGA2017069 From Queanbeyan-Palerang Regional Council

IMPORTANT: OEH does not pay GST to Local NSW Councils. The figures provided at Q.5 to Q.8 must **exclude** GST.

Funding approved for the 2017-18 and 2018-19 financial years will be acquitted separately. Unacquitted funding from 2017-18 will not be available in 2018-19 without the expressed approval of OEH.

5. Maximum Local Government Heritage Advisors grant approved (ex GST) for 2017-18 *

\$11,250.00
Must be a dollar amount.

6. Funding formula approved *

\$1 for \$1
(OEH : grant recipient)

7. Total Council expenditure on the Heritage Advisor service in 2017-18 (including an estimate for June) (ex GST) *

\$39,958.86

IMPORTANT INFORMATION WHEN ANSWERING Q.8:

The figure provided at Q.8 must take into account the funding formula and the maximum amount approved as outlined in your funding agreement.

FOR EXAMPLE: If you have a funding formula of \$1:\$1 divide total expenditure (Q.7) by 2. If this is equal to or less than the maximum grant approved, you can claim that amount.

8. Amount being claimed for 2017-18 (ex GST) *

\$11,250.00

9. Attach a summary of invoices received from your Heritage Advisor (or individual invoices)

Filename: Heritage Advisor Summary FY17-18.XLSX
File size: 13.3 kB

10. Attach a signed statutory declaration on expenditure incurred *

Filename: Statutory Declaration - Heritage Advisory Service.pdf
File size: 60.2 kB

Click on the [OEH website](#) to download Statutory Declaration.

11. Attach Tax Invoice to OEH *

Filename: Heritage Advisory Grant Invoice.pdf
File size: 60.5 kB
IMPORTANT: INVOICE MUST EXCLUDE GST

Local Government Heritage Advisors 2017-18 to 2018-19

2017-18 Local Government Heritage Advisors: Acquittal

Application LGA2017069 From Queanbeyan-Palerang Regional Council

Grant Outcomes

* indicates a required field

A reporting requirement of the Local Government Heritage Advisor stream is that council prepare, adopt and implement a heritage strategy.

OEH is currently reviewing the requirements for future heritage strategies.

12. Do you have a heritage strategy which includes the 2017-18 year?

- ☒ Yes
☐ No
☐ Other:

13. Did the Heritage Advisor undertake any strategic projects this year?

- ☐ Yes
☒ No

Heritage

15. Approximately how many development applications did the Heritage Advisor provide input into?

30
Must be a number.

16. What other activities if any did the Heritage Advisor undertake?

Heritage advice to the community, Council staff and owners of heritage items, advice on a small heritage grants program, conducting training on minor works to DA Planners.

ie heritage advice to the community or owners of heritage owners, administering a small heritage grants program, conducting training. Provide numbers if possible

17. How many hours on average did your Heritage Advisor work per month? *

5-6 hours per week (each)
Please indicate the average number of hours worked per month

18. Provide feedback on your satisfaction with the services provided by the Heritage Advisor *

The Heritage Advisors recommendations were extremely valuable to both Council and community members.

To be completed by Council staff where possible. Were the expected activities delivered? Is the Heritage Advisor available to provide specialist advice as needed? Are they able to provide appropriate technical advice and/or input into strategic plans? Are assessments of development applications to heritage items completed in an appropriate timeframe? Does the heritage advisor have the skill set that reflects the heritage values in your area?

Local Government Heritage Advisors 2017-18 to 2018-19

2017-18 Local Government Heritage Advisors: Acquittal

Application LGA2017069 From Queanbeyan-Palerang Regional Council

19. Is enough funding provided to manage heritage in the council area? If not, please explain why not *

Heritage outcomes could be improved through more funding, however the resources are used well to achieve the best outcomes possible in the Queanbeyan and Bungendore areas.

Braidwood, being a State listed town requires a significantly higher level of funding than what is currently allowed for. The cost to Council for the heritage advisor for Braidwood is double the cost of all the other areas combined. The State listing of this town has resulted in a significantly higher complexity and cost to maintain the heritage buildings in this area as well as guiding owners to undertake works in an appropriate way. Almost every DA in Braidwood requires the heritage advisor to provide advice, every sale to new owners requires pre-sale advice, even minor works require input from the heritage advisor. In order to provide outcomes that enable the state heritage significance of this town to be maintained, a higher level of funding should be considered.

Please consider all funding sources including internal budgets and external grants

20. Do you have any other comments on the work undertaken by your Heritage Advisor and its broader outcomes to the community?

Must be no more than 250 words.

This may relate to achievements, problems encountered in delivery of the project etc

21. Do you have any other comments on the Local Government Heritage Advisors funding stream, its outcomes and value?

This funding allowed Council to provide services to more community members than would have otherwise been able to occur.

Must be no more than 250 words.

Does it help to improve professional heritage advice through Local Councils? Did it allow council to employ a Heritage Advisor for more hours than it would have otherwise? How could the funding stream be improved?

Council's Heritage Information

22. Is the State Heritage Inventory Information for heritage items on the LEP complete and up to date? *

- ☒ Yes
☐ No

23. If not, when do you expect to update the LEP?

Include details of any barriers that may be delaying the update

24. When was the most recent Heritage Study prepared? *

2015

Year of adoption

Local Government Heritage Advisors 2017-18 to 2018-19 2017-18 Local Government Heritage Advisors: Acquittal Application LGA2017069 From Queanbeyan-Palerang Regional Council

25. How are heritage items and conservation areas managed in your planning instruments? *

- ☒ heritage provisions in LEP
 - ☒ heritage guidelines or controls in DCP
 - ☐ stand alone heritage DCP
 - ☐ Other:
- Select all that are relevant

26. How many Aboriginal items are listed on your LEP?

2

Must be a number.

27. How many archaeological sites are listed on your LEP?

0

Must be a number.

28. Does council have a heritage committee? *

- ☒ Yes
- ☐ No

29. Does council have Local Regional Tourism Strategy? *

- ☒ Yes
- ☐ No

30. Does council have a Main Street Study completed/ *

- ☒ Yes
- ☐ No

Acknowledgement

* indicates a required field

28. I declare that all information provided in this report is true and correct to the best of my knowledge and that I am an authorised representative of the applicant. *

☒ Yes

For assistance email heritage.grants@environment.nsw.gov.au or phone (02) 9873 8577

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 13.2 CLIMATE CHANGE ACTION PLANS - UPDATE ON PROGRESS

ATTACHMENT 1 COMMUNITY CLIMATE CHANGE ACTION PLAN - REVIEW
REPORT



Community Climate Change Action Plan 2013- 2017

Review

Background

The Community Climate Change Action Plan (CCCAP) 2013-2017 was developed by Queanbeyan Council to recognise and address climate change through a local response. The CCCAP formed a framework for Council and the community to work together on addressing climate change issues. A separate plan was developed for Council operations (The QCC Operational Climate Change Action Plan).

Goals and Objectives of the CCCAP

Overall objectives of the plan were:

- a significant reduction of waste, energy use and fuel consumption in Queanbeyan
- the implementation of positive actions to increase community resilience, confidence and resolution in dealing with the challenges of climate change and realising the benefits and opportunities that result from those actions.

The 'Aspirational goal' of the plan was that **'Council and the community partner to work together for a significant reduction in Queanbeyan's Greenhouse Gas emissions by 2020'**.

This 'goal' would be likened to at least a 25% reduction in emissions and was established based on feedback from the community. The reason this goal was an 'aspiration' rather than a target or specific goal is due to the difficulties in obtaining accurate data to measure the progress against a target or goal.

Review

Difficulty in obtaining accurate data for many of the actions was a challenge to monitor in terms of actual greenhouse gas savings. Hence the aspiration goal of at least a 25% reduction in Queanbeyan Greenhouse Gas emissions was unable to be determined at this current time. It is however important to note that the state greenhouse gas emissions had declined by 6.7% in 2015 when compared to 2012 levels, additionally the annual greenhouse gas emissions emitted per person declined from 21.8 tonnes to 19.6 tonnes in 2015 when compared to 2012 levels (10% decrease).

In total 16 out of the 29 actions have been listed as completed, 9 out of 29 actions have been listed as ongoing while 4 out of the 29 actions have been listed as no action. Some major highlights include:

- Googong Sustainable Housing Project
- ActSmart Program for Local Businesses
- Education Campaigns e.g. Hey Tosser and Garage Sale Trail

Waste				
Action	Details	Resources required	Benefit	Review
If Groundswell trial is a success then implementing the kerbside organics collection project on a large scale	Provide kerbside organics recycling to all Queanbeyan residents. Residents to separate their organics waste into bin provided.	Costs expected for trial and setup but will become cost neutral in the long-term	Reduce waste to landfill, GHG reduction, Compost product created	Ongoing Currently being investigated as part of QPRC waste strategy
Investigate the reuse of Biosolids for Council operations	Undertake a feasibility study to see if composting biosolids on site at the STP is possible and if there is an end user for the product	Cost for consultants to undertake feasibility study	Creation of a beneficial product (soil conditioner) from a waste product	Ongoing Trial completed and a report filed. Will be further invested as part of QPRC waste strategy
Investigate increasing the use of recycled water from the wastewater treatment plant for urban irrigation	A small amount of recycled water is currently used on site. This could potentially be increased with some changes to infrastructure. Appropriate uses for the recycled water would need to be found.	Expenses in upgrading irrigation and treatment infrastructure	Potable water use reduction	Completed Googong recycled water treatment plant. Other options will be explored across the LGA
Continue education campaigns and projects in the community to increase recycling rates, and reduce waste, especially food waste	Examples include the Love Food Hate Waste project, ACT Smart, installing public place recycling (and advocating for shopping centres to do the same) and improved communication and information about the waste management and recycling system in place in Queanbeyan.	Within current waste budget Increased education projects dependent on funding/grants and employment of a Sustainability Education Officer	Council – Sustainability and Better Living	Completed Various campaigns and projects e.g. Garage Sale Trial, Hey Tosser and Litter Grants

Renewable energy and building				
Action	Details	Resources required	Benefit	Review
Investigate opportunities for community and Council partnerships for community owned renewable energy systems.	Council will not necessarily fund a renewable energy project in partnership with the community but will fund a feasibility study and investigate the options and models for partnerships with input from the community	Costs for consultants to undertake feasibility study	Increased energy independence and reduction in GHG emissions.	Completed Report completed to Council. Forums and workshops held
Provide up to date information to the community on rebate and funding opportunities for renewable energy	Update website with information and links to programs in operation (State, Federal and private)	In kind staff time	Informed community, access to information will improve potential for energy and GHG reductions	Ongoing

13.2 Climate Change Action Plans - update on progress
Attachment 1 - Community Climate Change Action Plan - Review Report (Continued)

Advocate for renewable energy targets at a federal level to increase jobs and lower greenhouse intensity of energy supplies	Avenues for conducting this include working with SEROC and preparing direct submissions, briefing with members of parliament, advocacy with partner organisations and peak bodies. The community can also advocate for change.	In kind staff time	Broader accessibility of renewable energy and GHG reduction	No Action
Promote sustainable building	Provide education on ecologically sustainable building on the website, at customer service desks and if funding available, workshops or a consultation service. Where possible lead by example and demonstrate with Council buildings.	In kind staff time. Salary for part time Sustainable Education Officer – Allocate in future budget or seek grant funded position opportunities	Increased sustainable housing in Queanbeyan will reduce energy requirements, GHG emissions and waste.	Completed Googong Sustainable Housing Project
Review and evaluate the Waterwise program	Report on total savings and benefits. Decide to continue or not.	In kind staff time	Efficient allocation of resources	Completed Waterwise program is ongoing. Council offers a number of rebates e.g. washing machines and dual flush toilets
Investigate potential for supporting energy saving technology for residents (could be through a loan system)	May be able to partner with energy providers and promote existing programs more broadly or implement a loans system.	In kind staff time for investigation	Improved accessibility to energy saving technology	Ongoing Promotion of existing programs such as the NSW government appliance replacement program and new light replacement program
Advocate for improved national and state wide planning controls and building codes to regulate sustainable building and encourage water sensitive urban design.	Avenues for conducting this include working with SEROC and preparing direct submissions on legislative reviews, briefing with members of parliament, advocacy with partner organisations and peak bodies.	In kind staff time	Improved regulation will facilitate better quality housing. Increased sustainable housing in Queanbeyan will reduce energy requirements, GHG	No Action

Governance, Community Resilience and Education

Action	Details	Resources required	Benefit	Review
Develop a monitoring program for community emissions in partnership with other organisations	Improve the current methods for monitoring emissions, establish a robust baseline and if necessary work with energy suppliers, other government departments and organisations to obtain data.	In kind staff time and some costs in acquiring and analysing data	Can monitor and report on progress and develop more meaningful targets	Ongoing Community emissions profile currently being developed in partnership with NSW government

Develop targets for the community climate change action plan in consultation with the community	This may be done for some sectors (e.g. waste, electricity, gas) where an appropriate monitoring method has been established.	Community consultation	Targets may provide a clearer message of intent to reduce emissions as well as creating a stronger advocacy platform.	Completed Aspirational Goal of a 25% reduction in GHG emissions developed
Develop a Community Gardens Policy and identify potential sites for future community gardens in response to community demand	Policy to include a process for application and approval of new community gardens as well as defining stakeholder roles and specifying the support Council is able to provide to existing and new gardens. Council can identify potential sites if there is community support and need for more gardens	In kind staff time	Consistent approach to community gardens. Community capacity building, health and recreational benefits. Local food reduces GHG emissions from transport	No Action
Council can continue to assist groups in promoting climate change and environmental activities through existing communication networks.	Several community groups active in environmental issues exist in Queanbeyan. Council can inform interested community members of these and assist in promoting their events through Council's website and potentially other channels.	In kind staff time	Improved awareness for local environmental actions will build community resilience	Completed
Seek and advocate for funding to run environmental education projects and programs (such as local food production, energy saving, bush care, household action plans) with the community	Apply for grants when they become available. Provide more information on the website and at the library and incorporate education into events such as Enviro Expo.	Salary for part time Sustainable Education Officer – Allocate in next budget or seek grant funded position opportunities	Provide greater opportunities for the community to be educated and take action	Completed Various education projects and programs run
Improve internal education and communication training to ensure Council maximises Community Consultation.	Ensure community consultation policy is implemented and community is considered in Council decision-making.	In kind staff time	Programs and policies with greater community focus.	Completed
Facilitate a business sustainability program.	If funds and staff time available run a sustainable business project similar to North Sydney's working with local businesses to reduce waste, energy and operate more sustainably.	Salary for part time Sustainable Education Officer – Allocate in next budget or seek grant	More environmentally aware local businesses	Completed Partnership with ACTsmart program for local businesses (waste only)

	Investigate partnering with the ACTSmart program as per waste.	funded position opportunities.		
Seek funds that could be used to employ people on environmental improvement projects.	Keep informed and apply for any grants or programs with funding opportunities for environmental projects to employ locals	Pending successful grant applications	Local employment and environmental projects	Ongoing
Approach the ACT about emphasising our community's need for better cooperation between the cities through regional taskforces e.g. greenhouse gas emissions	Actively pursue opportunities to participate in regional networks and projects. Initiate dialogue to explore opportunities to work together on educational projects and climate change adaptation	In kind staff time	More effective use of resources through a stronger partnership can facilitate GHG reduction and community benefits	Completed CBRJO and discussions about ACT net zero emissions 2020 target
Where possible Council is to obtain public ownership/ responsibility for high environmental value lands for the community benefit.	Ensuring public lands are protected can assist in managing carbon emissions as reserves can act as 'carbon sinks' as well as providing other environmental and community benefits.	Funds to secure lands as they become available.	Ensure high value public land is secured for public benefit.	Completed One example is 'stringybark' in Jerrabomberra. Offset land is being explored for GDE

Transport				
Action	Details	Resources required	Benefit	Review
Advocate with Federal and State governments to: <ul style="list-style-type: none"> - Investigate the feasibility of light rail services between Canberra and Queanbeyan - Increased cross border (Canberra/Queanbeyan) bus services - Increase heavy rail services to meet demand (Sydney/Canberra) - Plan , fund and speed up the widening of Canberra avenue and installation of a bus lane 	Avenues for conducting this include working with SEROC and preparing direct submissions, briefing with members of parliament, advocacy with partner organisations and peak bodies.	In kind staff time	Reduced traffic congestion and better public transport services will improve quality of life and reduce GHG emissions	Ongoing
Seek funding from other levels of government for road upgrades and allocate some Council funds	Redirection of traffic away from main street and upgrades to the dip on the eastern side of Queen's Bridge to improve flood access.	Very large expense - dependent on external funding	Reduced traffic congestion will reduce GHG emissions and improve quality of life	Completed
Seek and advocate for funding from external sources to implement the Cycle and	Presently requires a large funding commitment over a long period of time.	Increased external funding.	Safer more accessible city. Healthy and	Completed

Pedestrian Plans in a shorter timeframe	External funds would shorten timeframe		more environmentally friendly travel options.	Disability Inclusion Action Plan 2017-2021 Queanbeyan Pedestrian and Mobility Plan.
Encourage/support community to use public transport more or cycle	Provide improved information and support on transport options – e.g. Maps available at front desk, information on website, Install more bike racks in key spots.	In kind staff time Grant funding to run cycling workshops. Salary for part time Sustainable Education Officer would also enable education and engagement projects.	Increased uptake of alternative transport options in the community	Completed Ride and walk to work days. Community education e.g. how to maintain your bike workshops
Advocate with private bus companies to provide increased bus services within Queanbeyan and install bike racks on buses	Increased services and bike racks on buses may increase uptake of public transport use within Queanbeyan. However residents will need to support services.	In kind staff time	Improved public transport in Queanbeyan	Ongoing
Ensure that any future bus depot includes a 'Park and Ride' facility in Queanbeyan	Future park and ride to include bike lockers and potentially charge spots for electric vehicles as well as information on cycling and pedestrian maps and public transport services	Costs to enhance the depot as a "Park and Ride" facility are relatively small in the scale of the project. Funding to be sought from external sources.	Reduced traffic congestion. Improved safety and service for public transport users and cyclists.	Completed Queanbeyan CBD Bus Station
Investigate partnering with electric vehicle infrastructure providers	Explore options for providing electric charge spots in Queanbeyan	May involve allocating parking spots permanently to electric vehicles. Will require funds to install infrastructure.	Facilitate uptake of electric vehicles in Queanbeyan, improved local air quality	Ongoing Investigations taking place
Prepare a Sustainable Transport plan in conjunction with the ACT government	Preparing the plan in partnership with the ACT will enable better coordination of services. The plan will include communication and education (goes beyond, a traffic plan).	Will require consultant fees. May be dependent on external funding/grant.	Provide an overall plan for transport in Queanbeyan and connecting to Canberra. Will improve traffic congestion and opportunities for public transport, cycling and walking.	No Action

Summary

Although a number of actions have been completed there is a need for a community based emissions profile and reporting tool to quantify GHG savings. A community emissions profile tool is currently being developed for QPRC in partnership with the NSW Office of Environment and Heritage.

Assumption of GHG emissions in Queanbeyan

*If we are to assume that GHG levels are similar across the state and that population has kept steady this would equate to a 21.6% decrease in total GHG emissions in Queanbeyan from 2015 to 2012 baseline levels stated in the CCCAP. This would equal to a 5.2 tonne decrease in GHG emissions per person in Queanbeyan (25 tonnes per person in 2012 to 19.8 tonnes in 2015).

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 13.2 CLIMATE CHANGE ACTION PLANS - UPDATE ON PROGRESS

ATTACHMENT 2 COUNCIL OPERATIONS CLIMATE CHANGE ACTION PLAN -
REVIEW REPORT



QCC Operations Climate Change Action Plan 2013-2017 Review

Background

The Council Operations Climate Change Action Plan 2013-2017 (the Plan) was developed by Queanbeyan City Council to recognise and address climate change through a local response. The aim of the plan is to set out a baseline and understanding of Council's emissions sources, establish a realistic yet ambitious target for reducing these emissions and put forward practical actions to achieve these targets.

Goals and Objectives of the Plan

Having a target will provide guidance for the level of action required and allow better planning and budgeting. Having ambitious yet realistic goals will also ensure Council is well placed to deal with rising energy prices and any future legislative changes. In addition targets provide motivation and political support for stronger action on climate change. A strong target and an action plan also ensure Council takes responsibility for its own emissions.

Target: Reduce total Council greenhouse gas emissions from the 2009/2010 baseline by 25% by 2020.

Review

The goal of a 25% reduction in emissions was established based on feedback from staff. The amalgamation of Palerang and Queanbeyan Council's now means we need to reinvestigate the target and commence measurement and reporting for the new QPRC.

In total 17 actions have been completed, 30 are ongoing, 10 have been listed as no action and one was unsuccessful. It is worth noting that many of the ongoing actions have been completed but will likely continue in the coming years. Some major highlights include:

- Installation of solar power on a number of Council facilities and buildings
- Integration of the action plan into a number of Council policies
- Development of a Council Sustainable Building Design Policy

Transport		
Action	Benefits	Review

Investigate potential for electric vehicle and trial one in fleet or as a pool car	Reduced emissions and potentially reduced fuel costs	Ongoing Currently being investigated as part of QPRC Sustainability Policy
Use biodiesel at the depot for all Council diesel vehicles and equipment	Reduced emissions, improved local air quality and spill risk	Unsuccessful Trial undertaken in 2012, however, a barrier to using biodiesel could not be overcome. Warrantly on equipment would be void if a fuel other than that recommended by the manufacturer is used
Prioritise low emissions and fuel-efficiency as a quantitative criteria when purchasing fit for purpose vehicles and evaluating whole of life costs. Remove less efficient cars from the fleet options and/or provide disincentives for staff to take up cars that are not fuel efficient	More appropriate vehicle selection for fleet list - fuel and cost savings.	Ongoing Currently being investigated as part of QPRC Sustainability Policy
Provide Council bike lockers (cage) and change room facilities for admin building and promote their use.	Encourages more cycling and walking to save fuel, reduce traffic and improve health	Ongoing To be investigated as part of a new council office building
Continue the 'Trees 4 Cars' program to help offset emissions for new fleet cars	Awareness raising, carbon sequestration and improving local environment	Ongoing Have been performed yearly and also investigated as part of QPRC Sustainability Policy
Educate staff on low emissions driving and utilise new technology (GPS instead of manual surveying etc) to reduce kilometres driven	Reduce fleet fuel consumption and improve efficiency	Completed Depot staff trained
Create car-pooling information and register for Council staff	Reduce fuel consumption and local parking pressure	Completed Registration available on Council's Intranet
Develop policy and plan to encourage use of teleconferencing, Web ex, Skype to replace the need for travel when possible	Reduce time spent travelling, save money spent on fuel and reduce emissions	Ongoing Currently being investigated as part of QPRC operations sustainability policy
Energy Efficiency and Management		
Action	Benefits	Review
Undertake a comprehensive energy audit in all major buildings and facilities	Identify priorities for energy efficiency action In progress. Three facilities done	Completed Queanbeyan assets completed
Upgrade to more efficient air-conditioning in the Main admin building,	Improved conditions for staff, lower energy expenses, reduced GHG	Ongoing Depot completed, other assets ongoing

HACC & SCC, Conference centre, and Depot		
Undertake energy efficiency actions based on audit outcomes. Prioritise actions with short pay back periods e.g. Lighting upgrades, timers, Solatube,	Start with buildings that have been audited and then implement similar actions in all smaller facilities as well	Completed Former QCC assets completed
Investigate insulation for main admin building first and then others	Save energy through improving HVAC efficiency. Improve comfort. Lower priority due to high cost.	Ongoing
New equipment e.g. IT computers to be highest energy star rating	Incorporate into purchasing strategies. Slight increased capital cost will be made up for in life cycle	Completed
New building design - Develop and Implement Sustainable Building Policy and tools to implement it for all new Council buildings, renovations and extensions	Will assist staff in ensuring building works are sustainable and will lower the operations costs of buildings. May involve the consolidation of buildings which could lead to efficiency improvements	Ongoing New office building to be designed and commissioned
Swimming pool - implement audit recommendations at the swimming pool - e.g. timers for shower, pool covers, pump replacement/maintenance	Significant cost savings as well as reduced GHG emissions	Completed
Incorporate sustainability as a key consideration in Council's asset management strategy.	Energy efficiency and other sustainability aspects will be prioritised and more proactively managed.	Ongoing
Make someone accountable for electricity consumption	Greater attention and focus on achieving energy efficiency	Completed Planet footprint subscription and ongoing management by Infrastructure Sustainability Officer
Review electricity contracts for large (>160 MWh/year) sites and seek competitive tariffs - investigate use of intelligent load switch	Council's large electricity sites have the capacity to attract competitive tariff rates. Reducing the costs paid for electricity allows more funding to be used for emissions reduction activities.	Ongoing
Install smart meters and sub meters into new buildings and in the largest facilities to monitor and review energy usage	Smart meters allow for more proactive management and identification of problems and opportunities.	Ongoing To be implemented in a new office building
Alternative Energy		
Action	Benefits	Review
Install solar panels for Council facilities and closely monitor their energy production and savings. If they are effective install a larger capacity	Solar capacity will depend on finances available and site limitations. Benefits include reduced emissions, less exposure to rising electricity prices and leadership.	Ongoing Completed several building, Queanbeyan Depot being the latest, others to be investigated

Install solar hot water heating for indoor swimming pool	Reduced emissions, lowers impact of electricity price increases, demonstrates action to community	Completed
Install solar hot water heating for domestic hot water systems in main Council facilities (5 by end of 2013)	Reduced emissions, lowers impact of electricity price increases, demonstrates action to community	No Action
Investigate other alternative energy sources, e.g. co-generation gas power, geothermal, wind for use in Council facilities	The renewable energy industry is changing rapidly and new opportunities may emerge that are increasingly cost effective to reduce emissions, provide energy security and lead the community in taking action.	No Action
Investigate large scale solar (or wind) farms potential in the LGA or in partnership with neighbouring Council's (approach SEROC)	Doing a study on a regional scale will be more effective	Ongoing Being investigated
Review purchasing of 100% Green power for sewage works when contract expires (June 2013) and consider investing in renewable energy directly through funding solar panel installations	Determine if money is better spent in purchasing Green Power to offset emissions or investing in solar panels on site. This needs to be carefully considered as the impacts of withdrawing from Green power could also impact on the viability of that program.	Completed
Street Lights		
Action	Benefits	Review
Investigate and research opportunities for improving efficiency when next bulk upgrade is due (e.g. timers, LED's, dimming, angles, sensors etc. Ensure all Mercury Vapour lights are replaced. Allocate funding for upgrades in future.	Energy and Cost Saving	Ongoing Being investigated for the 2019 upgrade
Work in partnership with SEROC and other Councils to negotiate with street light network providers for a fair price for future lamp replacements	Negotiations on a Council scale are limited but if done regionally there is a better chance.	Completed
Ensure new developments use the most efficient lighting available	Energy and cost savings. Opportunity to also improve amenity and safety in designing new street lighting	Ongoing
Undertake an audit of Council controlled public lighting (e.g. car parks, Showground and sports fields) and investigate energy efficiency improvements for these	Opportunity to improve amenity and public safety as well as save money and reduce GHG emissions	Ongoing

assets and opportunities for solar powered lights		
Waste		
Action	Benefits	Review
Improve recycling and reuse rates in Council operations (offices and construction, road maintenance etc) through delivery of ACT Smart program and other initiatives and implement monitoring system.	Will reduce emissions from landfill and potentially save on landfill and material costs.	Completed Education completed by all staff
Increase education projects delivered to community to improve recycling and waste avoidance behaviour	Reduced waste to landfill will lower GHG emissions and save landfill fees as well as valuable resources.	Ongoing
Establish a household organics collection and recycling program - Groundswell project.	Compost product, reduced amount going to landfill. Local site to undertake organics recycling - less transport expenses and emissions	Ongoing Currently investigated as part of new QPRC waste strategy
Establishment of a Sustainability hub in partnership with SERRG & SEROC - to include waste and resource education facilities, reuse centre, groundswell processing site, small business opportunities	Sustainability hub will provide opportunities for education, local business etc.	No Action
Consider transport fuels for waste vehicles - use of electric vehicles or biodiesel - revise waste contract to include provision of fuel efficient vehicles	Could result in quieter vehicles, improved local air quality but not directly impact Council's emissions.	No Action
Investigate and prepare a report to Council on increasing the efficiency of kerbside pickup facilities - e.g. investigate fortnightly pick up for waste, weekly recycling.	Potential cost savings and incentive to recycle more use bin less.	No Action
Improve monitoring of waste and management of waste data	Will enable better identification of any problems or opportunities as well as better reporting on successes.	Ongoing Currently being investigated as part of QPRC Sustainability Policy
Roll out public place recycling progressively to City public areas	Will reduce waste to landfill and support recycling education and behaviour change in the city.	Completed
Sewer and Water		
Action	Benefits	Review
Significant upgrades at the STP to reduce electricity consumption (or intensity).	Investigation under way by Hunter Water. Reduced electricity costs, reduced GHG improved water quality, increased capacity.	Ongoing Planning for new STP still in progress

Investigate options for alternative energy sources to be incorporated into new facility	Could include solar panels, biodiesel generators, and methane capture.	Ongoing Planning for new STP still in progress
Short-term upgrades to pumps, equipment and maintenance etc to improve energy efficiency of existing facility (as per audit done by KMH)	If these actions have a payback period shorter than 4 years they will be worth implementing now.	Ongoing
Investigate treatment of Biosolids for use as fertilizer or fuel source	Need to get approval from ACT government to undertake this at the STP site to produce fertiliser. Should be investigated as part of Groundswell.	Ongoing Trial completed for fertilizer, report complied. To-be investigated as part of a new waste strategy
Reduce water pressure in town to reduce leaks and wastages and lower energy consumption	Emissions savings from reduced transport and treatment of water	No Action
Land use planning and development		
Action	Benefits	Review
Ensure that GHG emissions are taken into consideration in all new developments through best practice planning and working with developers design low emission, highly efficient developments.	Council can play an advocacy role and more to encourage/require better design.	Ongoing Implementation of Sustainable Design Policy of Council Buildings
Develop an education program and or service for residents to encourage 'green building'	This could include an advisory service or a review of plans and or provision of educational materials and training	Completed Sustainable Googong Project
Investigate expanding the Council ESD Building Policy to cover residential and commercial buildings.	BASIX goes a little way to requiring ESD but more can be done through way of education and encouragement.	No Action
Utilise urban consolidation where appropriate to reduce the city's impact on the surrounding environment	Less urban sprawl, encourages public transport and walking and preserves natural areas	No Action
Governance		
Action	Benefits	Review
Advocate to State and Federal government for a larger Renewable Energy Target to stimulate investment in renewable energy.	A higher target along with leadership and commitment from other levels of government will facilitate more competitive prices for renewable energy	No Action
Participate and contribute to regional partnerships and networks around	Partnering will lead to more efficient use of resources and the sharing of knowledge and learn from other's mistakes and successes.	Ongoing CBRJO

climate change action and research		
Investigate options for offsetting emissions to offset areas that do not meet targets or for Council events or business travel (e.g. flights)	Promotion of carbon neutral events - opportunity for education, leading by example and awareness raising.	No Action
Integrate CCAP actions into existing operational and work plans and policies	Will help ensure adequate planning and resourcing for strategy. As Council reports, contracts, policies, directives etc. are reviewed they should be aligned to and reference the Target and actions in this plan.	Completed Sustainability Policy Sustainable Design of Council Buildings Policy Sustainable Events Policy
Develop a Council Sustainable or GHG procurement policy	Will ensure full impact (QBL) of purchasing decisions considered and life-cycle costing in decision making to reduce ongoing emissions.	Ongoing Draft Sustainability of Council Operations Policy
Continue the functioning of a Revolving Energy Fund to fund ongoing energy efficiency projects.	Will ensure energy efficiency projects ongoing	Ongoing
Keep informed about and apply where possible for external funding opportunities to undertake energy efficiency or other carbon reduction programs.	A range of opportunities including grants, loans, purchase agreements, Build Own Operate, exist and should be actively pursued.	Ongoing
Investigate Renewable Energy Certificates and signing up to the NSW Energy Savings Scheme to earn credits for any emissions savings completed.	May not be applicable. Ensure partners are ESC traders	Completed Contractures obliged to do this on behalf of Council
Apply for funding through capital works budget process to implement larger energy efficiency projects identified in audits.	Funding for large projects	Ongoing
Allocate adequate staff resources to progress actions in this plan.	Many of these actions require considerable staff time to implement them.	Completed Sustainability Officer & Infrastructure Sustainability Officer
Provide training and education for all staff in Council's sustainability policies and initiatives. Include in corporate training and induction.	Ensure all staff are aware and able to contribute to sustainability initiatives	Completed
Implement a communications strategy for all staff covering a behavioural change program around energy efficiency - 'turn it off' campaign for lights, computers, photocopiers etc.	Will ensure effective use of energy appliances	Ongoing

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 14.1 YOUTH COMMITTEE

ATTACHMENT 1 YOUTH ADVISORY COMMITTEE MINUTES 7 MAY 2018

COMMITTEE REPORTS AND RECOMMENDATIONS

Youth Advisory Committee Minutes

Meeting held on 7 May 2018

Venue QPRC Council Chambers, Queanbeyan

Present: Tia Gray, Ashley Meyer-Dilley, Rahni Nipperess and James Cahill.

Also Present: Karen Hansen (QPRC), Terry Campese (QPRC)

Apologies: Cr Trudy Taylor, Joash Taufa'ahau, Tara Gardner

Acknowledgement of Country

1. **Confirmation of Report of previous meeting held on 19 March 2018**

The Report of the meeting of the Committee held on 19/3/18 confirmed as correct.
Rahni Nipperess/Tia Gray

2. **Music Event**

3. **Liquid Fest and Youth Week**

Terry Campese reported on the recent Youth Week activities which included events at:

- Braidwood High
- Bungendore Skate Park
- Liquid Fest in Queanbeyan Park

4. **Review Meeting Times and Structure**

Members agreed to change the meeting time of the Committee. From 5.30pm - 7pm to 6pm - 7.30pm

Action Item: Terry Campese to change remaining 2018 meeting times.

5. **Coffee Cart**

Terry Campese talked about the successful Axis coffee cart located in the Queanbeyan Library. A future partnership with CIT for training and qualifications. may be possible. The Committee discussed potential to expand the business and purchase another smaller mobile cart. A coffee van (vehicle) was suggested so the young people can run the coffee shop at events and weekend sport.

Another idea was the coffee cart/van to be made available to different groups to operate such as the seniors, or young parents, etc.

6. **'Havasay' Round Table Discussion**

Committee discussed doing research on other Youth Councils, and how they work in their communities.

ABC innovation scholarship was mentioned and members would like more information at next meeting.

Action Items:

Tia Gray to further research New Zealand Youth Councils
Terry Campese to provide more information on ABC Scholarship at next meeting.
Terry Campese to put NSW Youth Conference on next agenda

7. Next Meeting

Monday 6th August 2018 at 6:00pm to be held at Queanbeyan Council Chambers

There being no further business, the meeting closed at 715pm

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 14.2 ACCESS COMMITTEE

ATTACHMENT 1 QPRC ACCESS COMMITTEE MEETING MINUTES 23 MAY
2018

MEETING MINUTES



QPRC ACCESS COMMITTEE

Meeting held on 23 May 2018

Present: Cr Peter Bray, Tim O'Hare, Di Grandjean, Dave Brown, Pieta Manning, Bevan Hussey

Also Present: Natalie Wentworth-Shields, Karen Hansen (QPRC), Terry Campese (QPRC), Kyla Harvey (QPRC), Rodney Stewart (QPRC), Brenton Zubrinich (QPRC)

Apologies: Kerrie Rogers, Harriet Rochester

Acknowledgement of Traditional Owners (Cr Bray)

Minutes of previous meeting

Accepted unanimously

Business arising from the Minutes

DAC 01/18 Cr Bray explained the need for recommendations to be included in the Council's Delivery Plan and Operational Plan.

DAC 03/18 Cr Bray reinforced that communications processes need to be promoted so community members can easily report accessibility issues to council. 'Your Voice' to be discussed later in the meeting.

General Business

1. Strategic or policy items

DIAP update (Kyla Harvey)

QPRC must provide the Minister for Disability Services an excerpt of Council's annual report relating to the implementation of the Disability Inclusion Action Plan (DIAP).

To simplify this reporting process, the QPRC Community team wish to include and report on one major KPI attached to each of the four focus areas within the DIAP.

Committee members asked how KPIs are measured. This query was taken as a question on notice for the next meeting.

Actions:

Community team to investigate reporting requirements for the DIAP and contact other councils to determine processes for developing and reporting against KPIs.

Community team to circulate the DIAP summary to all members and the web link to 'Your Voice'. ToR and previous minutes to be forwarded to new members of the Committee.

Committee members were asked to bring three/four top priorities from the recommendations in the DIAP.

The top four recommendations in priority order were:

1. Fund the provision of disability awareness training for new and existing QPRC staff.
2. Improve disability access by funding the provision and installation of adult change tables in selected toilets in the region.
3. A budget allocation to engage an Access Consultant to assess community purpose buildings and facilities and recommend improvements.
4. Support meaningful employment of people with disability at QPRC through partnerships with recruitment agencies and disability employment services.

Recommendation: That these issues be noted by council as recommended priorities for funding and inclusion in the QPRC Delivery Plan.

2. Accessible Event Checklist

Cr Bray asked that the draft Event Accessibility Checklist be reviewed to be less directive, and more like a survey or questionnaire.

The checklist should

- Be educational and informative
- Highlight and promote the event as inclusive, to grow participation
- Guide Council events and activities in the future.

Cr Bray has offered to 'test drive' the Checklist at upcoming events.

Recommendation: That the draft Event Accessibility Checklist be revised and made available to event organisers as a guide to offering more accessible events to the QPRC community. 3. **Festival One**

Groups in the community, previously involved in Festival of Ability are now planning to reinvigorate the festival with a new name and scope. It is intended to run 'Festival One' to align with National Inclusion Week and be a fully accessible event with everyone in the community invited to participate. It is hoped to hold the event in Queanbeyan Park with music, food, stalls, activities, and highlighting disability groups, equipment, guide dogs, etc. The evening could include an all abilities film festival, along with food from local producers.

Action: Pieta to distribute Festival One meeting minutes to committee members. Item to be tabled on next agenda.

4. Round Table

Welcome to Natalie Wentworth-Shields, who has applied to join the Committee as a person with a disability.

Also welcome to council representatives from the property area, Rodney Stewart and Brenton Zubrinich, who will be able to advise on building standards and possible changes in council facilities?

Recommendation: that Natalie Wentworth-Shields be welcomed as a new member of the Access Committee.

Next Meeting:

Friday 27 July 2018 1–3 p.m., to be held in Queanbeyan in the Library Activities Room.

There being no further business, the meeting closed at 3.10 p.m

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 14.3 ABORIGINAL CONSULTATIVE COMMITTEE

ATTACHMENT 1 CONSULTATIVE COMMITTEE ON ABORIGINAL ISSUES
 MEETING MINUTES 15 MAY 2018

CONSULTATIVE COMMITTEE ON ABORIGINAL ISSUES

MEETING MINUTES

15 May 2018

Queanbeyan Council Chambers

Present: Cr Peter Marshall, Matilda House, Soana Bijorac, Cassandra Burgess, Barrina South, Mark Murphy (QBN Police), Antoinette House, Alison Costa and Paola Mendez

Also Present: Tina Brown (QPRC) and Terry Campese (QPRC)

Apologies: The Committee recommends that apologies be accepted from: Debbie Sibbick (QPRC) Esma Livermore, Jay Hill, Karen Soltan, Mark Bell, Skyan Fernando

Acknowledgement of Country (Matilda House)

1. Confirmation of Report of previous meeting held on 20 March 2018

2. Reconciliation Action Plan

The Reconciliation Action Plan is now out of date and needs to be reviewed, revised and approved by the Committee. It was suggested that a working group be formed to update the RAP. (Antoinette House)

The inclusion of the following item is noted : that an acknowledgement of traditional owners be placed on all council paperwork be included in the RAP action items (for Newsletters, Emails, Letter's)

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

Action: Tina to send out EOI to join RAP working group

3. TOR

New and returning members need access to ToR during meetings.

Action: Tina Brown to send ToR out to group

4. ANZAC DAY

Discussion around possibility for a wreath to be placed on the ANZAC Memorial from either Munjuwa Land Council or the Aboriginal Consultative Committee.

Action : Follow up next meeting.

5. Welcome to Country Signs

Matilda House noted that Council signage has been updated and asked that Council ensure there are new Welcome to Country signs on the entry to Braidwood, Bungendore, Captain's Flat and Queanbeyan.

Action item: Karen Hansen to liaise with Debbie Sibbick for further information on signs and report to the next meeting.

6. Round Table

SACC: Alison mentioned funding is changing for children 0 to 8 years to 0 to 3 years. They are looking for new programs and they have an Aboriginal worker starting 1 day a week.

Munjuwa: Antoinette said all properties are being upgraded. Doctor is still coming Wednesday mornings. Barrina South, is an Indigenous graduate ranger to be located in the Queanbeyan office

7. Acknowledgement of Country

It was brought to the attention of the committee that Council may not always do an Acknowledgement of Country before Council meetings.

Antoinette House has requested that all Council meetings and Committee Meetings start with an Acknowledgement.

CAI 04/18 Recommendation: That Council do an 'Acknowledgement of Country' before all council meetings

Next Meeting: Tuesday 17 July 2018 to be held in Queanbeyan.

Recommendation

That Council:

Note the minutes of Consultative Committee on Aboriginal Issues held on 15 May 2018

Adopt recommendations from the meeting held on 15 May 2018

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

CAI 04/18 That Council do an 'Acknowledgement of Country' before all council meetings.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 JUNE 2018

ITEM 14.4 REPORT OF THE CULTURAL DEVELOPMENT AND PUBLIC
ART ADVISORY PANEL - 4 MAY 2018

ATTACHMENT 1 CULTURAL DEVELOPMENT AND PUBLIC ART ADVISORY
PANEL MEETING MINUTES 4 MAY 2018



QPRC Cultural Development and Public Art Advisory Panel

Meeting Minutes

4 May 2018 at 9.30 a.m.

Council Chambers, Queanbeyan

Present: Cr Radmila Noveska (Chair), Helen Musa, Jo Cresswell, Barry Cranston, Keith Bender, Gerald Priess

Also Present: Karen Hansen, Service Manager, Community and Education and Georgina Perri Team Leader Arts, Culture and Museums

Apologies:

The Committee Recommends:

That apologies from David McLaren, Yolande Norris, Tracey Bourne, Maggie Hickey and Rosanna Burston be accepted, and that leave of absence be granted.

(Cresswell/Bender)

1. Aboriginal representation on panel

Keith Bender queried the history of indigenous representation on the panel and the inclusion of an acknowledgement at the commencement of each future meeting by the chairperson. Georgina Perri informed the current panel about past indigenous committee members, and suggested she could attend the next Aboriginal Consultative Committee meeting to make that group aware of the current vacancy on the panel.

2. Bungendore Sculpture Walk

Keith Bender presented the panel with his concept for a Bungendore Sculpture Walk. The concept involves the acquisition and installation of a series of sculptures around a designated walking route around Bungendore. Keith has support from local business owners and interest in sponsorship from Bungendore's Bendigo Bank branch. The panel members received Keith's proposal with enthusiasm and all agreed the concept has merit in building on the regions cultural development, tourism visitation, public art collection and community building.

3. Current Cultural Projects

Georgina Perri reported on current Cultural Projects including the establishment of the 'Gifts on Q' arts shopfront and the Rusten House Arts Centre project, of which Council will soon be calling for tenders for the buildings refurbishment and fitout works.

4. Next Meeting

The next meeting of the Cultural Development and Public Art Advisory Panel will be held in July 2018.

There being no further business, the meeting closed at 11.10am