



Ordinary Meeting of Council

27 February 2019

**UNDER SEPARATE COVER
ATTACHMENTS**

ITEMS 13.3 TO 16.1

**QUEANBEYAN-PALERANG REGIONAL COUNCIL
ORDINARY MEETING OF COUNCIL**

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QUEANBEYAN-PALERANG REGIONAL COUNCIL

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ITEM 13.3 CHRISTMAS SHOP & WIN 2018

ATTACHMENT 1 2018 SHOP & WIN FACEBOOK ADVERTISING REPORT



OVERVIEW

The Christmas Shop and Win campaign commenced on Monday 24 September 2018 and ran through to Thursday 29 November 2018. We ran a number of different ad types during the course of the campaign: a **single image ad**, a **carousel ad** (multiple images and links in the one ad) and a **video ad**. We created a target audience located in a 50-mile radius around Canberra, Braidwood, Bungendore, Queanbeyan and Googong. We had targeted audiences through to Sydney also, however removed Sydney after receiving feedback that some business owners hadn't seen the ads. We also targeted engaged shoppers with specific interests, including eating out, food & wine, shopping and local food.

The **carousel ads** linked to the campaign landing page on qprc.nsw.gov.au, and also the pages that listed the Bungendore retailers and Braidwood retailers.

The ads were monitored regularly and optimised twice throughout the campaign. The ads were optimised on 8 October to update the ad copy and rearrange the carousel images and links to change the order of which list of retailers would appear first. The single image ad also was updated with a new image and copy.

The campaign was optimised a second time on 6 November, by creating new ads, with new images and copy. We also developed a video ad, which performed very well and received the most link clicks of all the ads throughout the campaign.

The ads were seen over 190,000 times throughout the course of the campaign. The **carousel ad** type performed the best out of the two static image ad types, however the **video ad** performed the best overall. Of the two locations, **Bungendore** received the most traffic from the ads, even after changing the order in the carousel ad to show **Braidwood** first.

The Queanbeyan-Palerang Regional Council Facebook page has excellent organic reach generally, however the paid campaign directed the most traffic to the QPRC website for the Christmas Shop and Win Promotion.



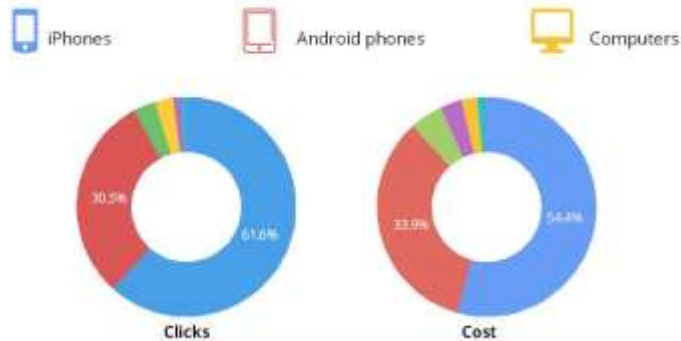
How is our overall campaign performance?

Campaign objective	Impressions	Post engagements	Cost per post engagement	Link clicks	Cost per unique link click
1. LINK_CLICKS	192,791	4,133	\$1.03	1,302	\$1.49
Grand total	192,791	4,133	\$1.03	1,302	\$1.49

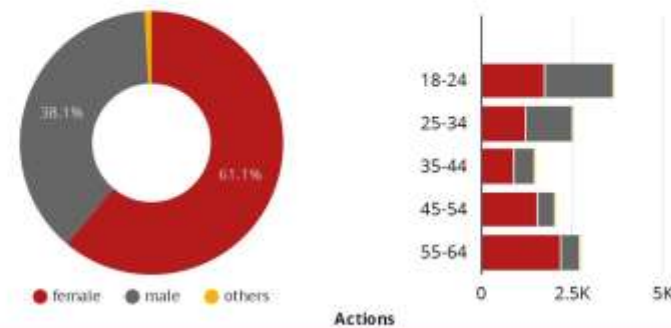
How did the ads in this period compare?

Ad name	Link to promoted post	Impressions	Post engagements	Cost per post engagement	Link clicks	Cost per unique link click
1. Shop & Win Carousel 2018	https://www.facebook.com/133760616644171/posts/2084103788276501/	66,056	550	\$1.2	488	\$1.48
2. Shop & Win 2018 - Video	https://www.facebook.com/QbnPalerangRC/videos/2210557169268924/	56,409	3,249	\$0.24	540	\$1.65
3. Shop & Win Single Image 2018	https://www.facebook.com/133760616644171/posts/2051587794861434/	42,460	204	\$1.04	163	\$1.27

What device are our ads working best on?



What demographic did our advertising resonate with?



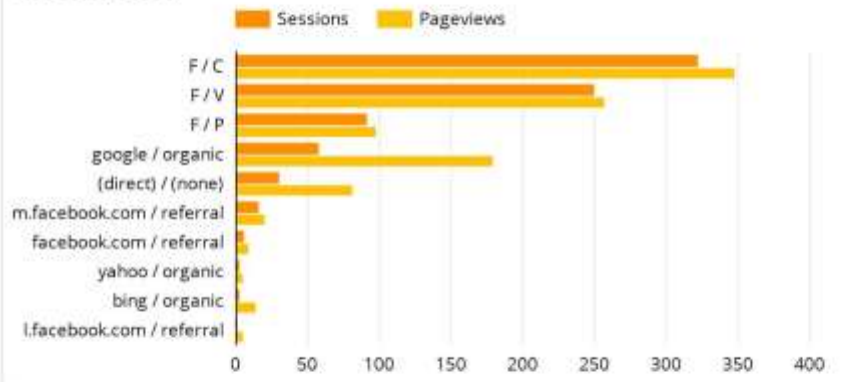


Facebook Performance & Google Analytics

FACEBOOK REACH SUMMARY

Total reach	Organic reach	Paid reach	Ad Engagements	Link clicks
676,278	453,164	288,350	4,133	1,302
↑ 82.8%	↑ 30.7%	↑ 681.3%		

Channels driving people to the Christmas Shop & Win page on the website?



The top 3 sources directing traffic to the Christmas Shop & Win page were the ads we created for the campaign:

- F / C = Facebook / Carousel Ad (UTM tracked for better reporting)
- F / V = Facebook / Video Ad (UTM tracked for better reporting)
- F / P = Facebook / Single Image Post (UTM tracked for better reporting)

The other sources that directed traffic to the Christmas Shop & Win page were either organic sources, or from your own Facebook posts

Best-performing ads from the campaign

Video Ad

1st Carousel Ad

How did the campaign track on Google Analytics?

Page Title	Sessions	Users	Avg. Session Duration	% Exit
1. Christmas Shop and Win Promotions - Queanbeyan-Palerang	664	580	00:00:21	94%



QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 FEBRUARY 2019

- | | |
|--------------|---|
| ITEM 14.1 | QUEANBEYAN-PALERANG SPORTS COUNCIL - MINUTES OF
MEETING HELD 4 FEBRUARY 2019 |
| ATTACHMENT 1 | MINUTES OF THE QPRC SPORTS COUNCIL - 4 FEBRUARY
2019 |

Present:

- Cr Kenrick Winchester - Chair and Councillor
- Jan Browne – Queanbeyan Basketball Association (QBA)
- Lynne McKenzie – Queanbeyan Tigers Junior AFL Club (QTJAFLC)
- Craig Thomas-Schumacher – Jerrabomberra Touch Association (JTA)
- Ken Gordon – Bungendore Oztag (BOZTAG)
- Joe Sheridan – Queanbeyan Little Athletics Club (QLAC)
- Phil Hawke – Queanbeyan Senior Rugby Union Football Club (QSRUFC)
- Garry Cook – Bungendore Rugby Union Football Club (BRUFC)
- Peter Solway – Queanbeyan District Senior Cricket Club (QDSCC)
- Peter English – Bungendore Soccer Club (BSC)
- Adrian Pavese – Queanbeyan Tigers Senior AFL Club (QTSAFLC)
- Norm Aleksoski - Queanbeyan City Football Club (QCFC)
- Matt Creech – Queanbeyan Kangaroos Junior Rugby League Club (QKJRLC)

Also Present:

- Tim Geyer – Queanbeyan-Palerang Regional Council (QPRC)
- Leigh Penman – Queanbeyan-Palerang Regional Council (QPRC)

Apologies:

- Cr Trevor Hicks – Councillor
- Cr Michele Biscotti – Councillor
- Mark Unwin – Queanbeyan United Hockey Club (QUHC)

1. Terms of Reference

Cr Winchester explained to the committee regarding the new proposed term of reference. General discussion was held with a strategic workshop planned for the 25th February.

Recommendation (Thomas-Schumacher/McKenzie)

QPRC SC 01/19 The Committee supports the revised terms of reference for the Queanbeyan-Palerang Sports Council.

2. Sport Ground Allocation

Mr Penman asked the Committee if all were happy with the current 2018-19 summer sportsground allocations, with no clubs mentioning any issues. Mr Penman also explained that all clubs to send booking forms in for the 2019 winter season

3. Current and Planned improvements to sporting and recreational needs, including capital works programs, and future planning for sportsgrounds/facilities

Mr Penman detailed the projects for the 2018-19 financial year, and advised of the progress for each. General discussion was held around this agenda item.

4. Next Meeting

Scheduled for 6 May 2019

There being no further business, the meeting closed at 6.35 pm

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 FEBRUARY 2019

ITEM 14.1 QUEANBEYAN-PALERANG SPORTS COUNCIL - MINUTES OF
MEETING HELD 4 FEBRUARY 2019

ATTACHMENT 2 DRAFT TOR SPORTS COUNCIL JAN 2019

QPRC

Terms of Reference

QPRC Sports Council

1. Role

The role of the QPRC Sports council is:

- to provide input into the strategic planning of sport and recreation in the LGA
- recommend for the development and improvements to the sporting and recreational facilities in the LGA, including capital works programs in consultation with QPRC staff
- work with QPRC staff to identify & apply for potential grant funding.
- to consider the allocation of sports fields for the winter and summer sporting seasons

2. Membership

The QPRC Sports Council is open to all registered sport and recreation bodies in the QPRC LGA. Up to three delegated QPRC councillors will be part of the Sports Council with one councillor the chair person.

QPRC staff will provide the committee secretary and other staff advice and information on sporting policy, developments and planning in the LGA.

There will also be one QPRC community representative as nominated by the QPRC.

3. Quorum

The quorum for a meeting of the QPRC Sports Council is one councillor and at least four representatives from different sports and recreation bodies.

4. Meetings

General meetings will be held on a quarterly basis (four times per year) on the first Monday of February, May, August, and November.

Two strategic planning meetings will be held each year with one on a day set by consensus in February/March and the second in September/October.

5. The QPRC Sports Council is an advisory committee to the QPRC with the minutes of the Sports council reported to the QPRC for endorsement.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 FEBRUARY 2019

ITEM 14.2 SISTER CITY COMMITTEE

ATTACHMENT 1 MINUTES OF SISTER CITY COMMITTEE MEETING HELD 22
NOVEMBER 2018

QPRC SISTER CITY COMMITTEE MEETING

22 NOVEMBER 2018

QPRC

Sister City Committee Meeting

Thursday, 22 November 2018 at 4.07 – 5.00pm
Committee Room, 253 Crawford St, Queanbeyan

MINUTES

1. **Members:**

Cr Tim Overall (Mayor) (Chairperson)
Allan Carpenter (Community representative)
Tracy Bell (Community representative)
Sue Whelan OAM (Community representative)
Jacqui Richards (Portfolio GM Community Choice)
Debby Ferguson (Service Manager Governance)

2. **Apologies**

Cr Radmila Noveska (Council delegate)
Peter Tegart (CEO/General Manager)
Chris Duncan (Service Manager Recreation and Culture)

Welcome

As this was the inaugural meeting of the QPRC Sister City Committee, Tim Overall invited introductions.

Tim Overall: As Mayor QCC, participated in a self-funded delegation to Minami-Alps in 2009 which included three other Councillors and the then General Manager. With the Council, hosted a delegation from Minami-Alps to Queanbeyan in November 2012, during which a formal 20-year anniversary affirmation document was signed. As Mayor QCC, visited Ohrid, Macedonia for formal signing of the Friendship City Agreement 21 July 2014 - also self-funded.

Sue Whelan: Member of the original Sister City Committee, which had formalised an agreement with Hatta Mura prior to their Council amalgamations. Involved with hosting visits for both young people and adults. As Deputy Mayor QCC, led the Council delegation to Japan for the 10-year celebration of Minami Alps.

Allan Carpenter: Has had prior approaches from people at the Chinese Embassy about the possibility of sister city relationships in the region.

Tracy Bell: Member on the early Hatta Mura Sister City Committee, and has been involved with exchange visits. Speaks Japanese and has assisted Council with translations. Travels regularly to Japan and is keen to continue with the Sister City Committee's work in building on the relationship.

3. **Declarations of Conflicts of Interest**

There were no declarations.

QPRC SISTER CITY COMMITTEE MEETING

22 NOVEMBER 2018

4. **Items of Business**

- 4.1 The Committee noted the attachment on the agenda which outlined the history of Minami-Alps and Hatta Mura sister city relationships.
- 4.2 Following the declaration of the merger of Queanbeyan City Council and Palerang Council, the Administrator QPRC wrote to the Mayors of Minami-Alps and Ohrid City respectively advising of the amalgamation and that potential sister city and friendship city delegations or visits needed to be put on hold until the election of a new council.
- 4.3 Tim Overall provided a briefing on the recent visit to QPRC by the Japanese Consul General, Mr Keizo Takewaka, and the Yamanashi Prefecture Ambassador, Mr Hiroki Iijima, on 29 October 2018. Both gentlemen encouraged building on the relationship and Tim Overall extending an invitation for a delegation from Minami-Alps during 2019.
- 4.4 Tim Overall wrote to the Mayor of Minami-Alps, Mr Kazumoto Kanemaru, on 8 November 2018, extending an invitation for a delegation to visit Queanbeyan-Palerang during 2019.
- 4.5 There was discussion on the local high schools having representation on the Committee. In previous years, there had been representative/s from Karabar High and Queanbeyan High including the Principals. Council has sent a letter to the schools, asking for them to nominate a representative which could include a member of their Student Representative Councils.
- 4.6 It was noted that the schools no longer teach Japanese. Previous youth exchanges from Japan were by junior high school students whose English is at beginner level. Tracy Bell suggested that it may be preferable that older students in senior high school be part of visits in the future.

SSC1/18 RECOMMENDATION that the Sister City Committee endorse the letter from the Mayor, Cr Tim Overall, dated 8 November 2018, to the Mayor of Minami-Alps, proposing a visit to Queanbeyan in 2019.

Whelan/Bell

SSC2/18 RECOMMENDATION that Council follow up with the principals of Karabar High and Queanbeyan High seeking the nomination of representatives from both schools to join the Sister City Committee.

Bell/Whelan

5. **Other Business**5.1 Delegation - Ohrid

There was discussion on following up previous correspondence sent to the Mayor of Ohrid in June 2016 advising of the amalgamation of QPRC.

SSC3/18 RECOMMENDATION that the Committee explore, in conjunction with the local Macedonian community, the possibility of a friendship visit delegation to Ohrid during the European summer season 2020.

Overall/Bell

QPRC SISTER CITY COMMITTEE MEETING

22 NOVEMBER 2018

5.2 Committee Meeting Schedule

It was agreed that the Committee should meet as required, and that it would await a response from the Minami-Alps Mayor regarding the invitation to visit QPRC in 2019. The Committee set a tentative date of Thursday, 21 February 2019, starting at 5.30pm.

(NOTE: Council received a reply from the Mayor, dated 4 December 2018, and circulated to the Committee, advising that the Minami-Alps Mayoral election would be held in 2019, and that it was therefore difficult to plan a visit until after that time.)

6. Closure

The meeting closed at 6.38pm.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 FEBRUARY 2019

ITEM 14.3 MINUTES OF CAPTAINS FLAT LOCALITY COMMITTEE
MEETING 13 NOVEMBER 2018

ATTACHMENT 1 MINUTES OF CAPTAINS FLAT LOCALITY COMMITTEE
MEETING HELD 13 NOVEMBER 2018

CAPTAINS FLAT LOCALITY COMMITTEE MEETING

13 NOVEMBER 2018

QPRC



Captains Flat Locality Committee Meeting

Captains Flat/Hoskinstown/Carwoola Areas

Tuesday, 13 November 2018 at 5.30pm
Committee Room, 253 Crawford St, Queanbeyan

MINUTES

1. Present:

- Cr Trevor Hicks (Chairperson)
- Cr Peter Marshall (Council representative and Captains Flat Area s.355 Committee)
- Elizabeth Estbergs (Captains Flat Area s.355 Committee)
- Lyn McKeahnie (Carwoola/Stoney Creek Area s.355 Committee)
- Lynton Bond (Carwoola/Stoney Creek Area s.355 Committee – alternate)
- Rowan Simpkin (Hoskinstown Community Hall s.355 Committee)

- Debby Ferguson (Service Manager Governance)

2. Apologies:

- Anita King (Captains Flat Area s.355 Committee – alternate)
- Fay Grunsell (Captains Flat Community Association)
- Matt Linnegar (Carwoola Community Association)

CFLC01/2018 RECOMMENDATION That the apologies be accepted.

Marshall/Bond

3. Declaration of Conflicts of Interest

There were no declarations.

4. Role of Committee and Terms of Reference

4.1 There was discussion on the frequency of the Committee's future meetings.

CFLC02/2018 RECOMMENDATION That Point 3 (Meetings) of the Captains Flat Locality Committee's Terms of Reference be amended to read:

"Meetings will be held in April and October each year, starting at 4.30pm, and the location of the meetings rotating between Hoskinstown Hall, Carwoola Hall and the Committee Meeting Room, Queanbeyan."

Simpkin/Estbergs

CAPTAINS FLAT LOCALITY COMMITTEE MEETING

13 NOVEMBER 2018

- 4.2 Debby reminded the s.355 Committee representatives that they should consider their proposed fees and charges for 2019/20 and forward these to her as soon as possible for inclusion in the draft Budget which will be prepared early in the New Year.

5. Reports from delegates

5.1 Carwoola/Stoney Creek Hall s.355 Committee

Lynnton provided the following information:

- The Committee was waiting to finish the verandah upgrade and put beading around the new windows.
- Some painting is to be done with funding available through the RFS.
- Because the hall is in a cul-de-sac, it was proposed to put the carpark in a different place with proper drainage so that it didn't become boggy.
- The RFS is looking to have an additional emergency-only access through the paddock, as the entrance road is a single lane with a lot of RFS vehicles using it.
- Half of Carwoola is closer to Queanbeyan than the Stoney Creek Hall.
- The fire shed is being upgraded and part of the upgrade included work at the hall.
- The former Yarrowluma Council had made a planning decision to stop driveways joining the Captains Flat Road, but when the road was upgraded, an area was left available for egress. The RFS would like that done.
- Large lights in the carpark are required, and this is part of discussion that are going on about electrical work.
- Half the hall is a fire shed under RFS control, and the other half is for the community, but the entire block is Council property. As a courtesy, the RFS talks to the s.355 Committee about proposed upgrades.
- Gary Anderson is president of the Carwoola RFS.
- Jujitsu lessons have stopped being held at the hall, and the only use of the hall is by the Community Association, the RFS's monthly meetings, and events like Landcare, the car boot sale, trivia nights and Australia Day celebrations.

Lyn asked who was responsible for the new plantings at the hall, in Douglas Close and Bowen Reserve, suggesting that there should have been consultation about their location beforehand. The driveway in and out is blocked by the plants, others are too close to the shed and the hall, and there may not be enough water for them.

5.2 Hoskinstown Hall s.355 Committee

Rowan provided the following information:

- The hall is currently looking the best it's ever looked.
- It is now 90 years old - a fancy dress ball had been held in 1928, and this year there had been a good celebration of hall, now known as the War Memorial Hall.
- The main fundraiser, the Chestnut Roast, which raises approximately \$4,000, will go ahead next year because the farm has not been sold. It would be appreciated if it could be publicised on Council's website.
- The Bendigo Bank in Bungendore donated a defibrillator to the community, which is available 24x7 in the store room off the hall.
- A local RFS member provided training to 15 people in how to use the defibrillator.
- Council is happy to fund any consumables for the defibrillator.
- There have been a lot of cycling groups going through hall, and also weddings.
- Only local groups are allowed to hold functions in the hall due to concerns about possible vandalism by external groups.
- The hire fees will be reviewed.
- The local community has repainted the hall, and it now has light switches, improved toilet facilities, a stage and numerous trestle tables and chairs.
- The stove needs replacing and the Committee is organising an inspection of the floors.

CAPTAINS FLAT LOCALITY COMMITTEE MEETING

13 NOVEMBER 2018

Lynton suggested that if hirers were concerned about vandalism, they can register their event with the Police, and ask them to drive by during the night.

5.3 Captains Flat Community Hall

Elizabeth provided the following information:

- Quotes had been obtained years ago for external painting of the Hall and funding had been set aside for this work.
- The s.355 Committee looks after Winchester Oval including the War Memorial.
- The Remembrance Day ceremony had just been held - one local lady organised the knitting of 200 poppies and the schoolchildren and pre-schoolers made individual ones.
- A representative of the New Zealand High Commissioner came to the Remembrance Day commemoration; the Canadians laid a wreath and a free BBQ was held in the Bowling Club.
- The Committee organises the ANZAC Day service and closes the road.
- They need to contact Debbie Sibbick as the mural hasn't happened yet.
- There had been discussion some years ago to expand the scope of the s.355 Committee to include the railway heritage precinct and the cemetery where there is a rare orchid, seen 10 years ago, but not sighted since.
- There had been an agricultural burn of a small section at the cemetery. In the past, a fence had been constructed across all denominational areas to keep the kangaroos and wombats out. This apparently caused a growth of heath and acacia. The low intensity burn was undertaken because the orchid likes clear grass.
- It was proposed to wait a couple of months to see if these measures had worked, and if successful, further burning would be done.
- Because the orchid is rare, the Office of Environment and Heritage is involved.
- The cemetery belongs to Council and there had been a working bee one year, but as it was very hot at the time, clearing of the heath and acacia in the Catholic Cemetery was achieved.
- Sue Robb from Council had organised a labourer to help with cemetery maintenance for two days.
- There are some difficulties with the hall hire as they have to charge for gas – the hall is cold even when it is hot outside.
- Debbie Sibbick is assisting with developing a heating plan for the hall.
- The Community Association has run the monthly markets in the hall for the past 15 years, for which the s.355 Committee charges hire fees.
- The markets provide a good community meeting place rather than generating large market sales.
- The Community Association has somewhat lost its way from its constitutional social obligations. It still meets and conducts business and lobbying on behalf of the village. There is now a separate group of older people which meets once a week in the new Multipurpose Health Centre. Seventeen turned up at the last meeting at the Health Centre.
- The GP comes in the afternoon of the meeting day.
- The old community centre is still there, but is a blight on the community as it is disintegrating through the weight of pine needles.
- The land has been subdivided so that the front block can be sold.
- Elizabeth has advised Rod Stewart that the GP cannot access the vaccine fridge despite being the tenant.
- NSW Planning and Environment has booked the hall for two days for a public discussion on the mine drainage. Further rehabilitation will be required.

CAPTAINS FLAT LOCALITY COMMITTEE MEETING

13 NOVEMBER 2018

6. Other Business

6.1 Bus shelter at junction of Captains Flat Road and Molonglo River Drive

Peter raised discussion on the installation of the new bus shelter and his concern that the old one might disappear. He had been told by Council that there was no plan to remove the old one, but that it would no longer be a bus shelter. Peter noted that private people had originally put it there for their children, but as it was on Council property, Council therefore owns it. Peter queried whether there would be interest in preserving it or moving it, and suggested it may become a street library, maintained by volunteers holding working bees. Lynton advised that he knew the person who had put it there and indicated that the person should be consulted about any plans for future use. It was a good land mark, providing physical protection from cars. Rowan added that there is no shelter at the stop on top of Whiskers Hill.

Peter suggested that the matter be referred to the s.355 Committee or the Community Association with a view to having it painted in traditional colours (blue and orange). Trevor offered to provide the paint.

6.2 Review of quote for electrical work at Carwoola Hall

Lynton advised that the Carwoola/Stoney Creek s.355 Committee had obtained a quote for \$4,000 to do some electrical work on the Hall concurrently with work to be done in the RFS shed. A meeting was held with the s.355 Committee members and the RFS members, during which some extra works were added to the list. This came to a total of \$8,500. Lynton believed some of the additional work is desirable but not essential, while some is essential. For example, there are no fire alarms and no smoke detectors. Some lights are not cost effective to repair; the RFS shed's circuit breakers are tripped; there is no access to the hall; the lights in the toilets are not good, and a lot of the fittings were secondhand from Canberra Hospital when they were installed 23 years ago. When completed, the work should reduce the electricity bill.

It was agreed that Lynton should forward the quote to Rod Stewart and discuss whether some of the work might be Council's responsibility.

6.3 QPRC Grants Officer

Debby informed the Committee that Council now employs a Grants Officer, Liz Mirowski, who can assist the various community organisations and s.355 committees with sourcing grants, preparing grant applications and acquitting grants.

6.4 Tyres dumped at Stoney Creek Hall

Lyn advised that the local Pony Club had dumped a lot of tyres at the Stoney Creek Hall and asked how they could be removed. Debby advised that the s.355 Committee should speak with Rod Stewart about this.

6.5 Name of Stoney Creek Hall

Lyn raised discussion on the possibility of changing the name of the hall, advising that the new generation of residents in the area have no link to Stoney Creek.

7. Closure

The meeting closed at 7.00pm.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 FEBRUARY 2019

ITEM 14.4 MINUTES OF THE BRAIDWOOD LOCALITY COMMITTEE
 MEETING 8 OCTOBER 2018

ATTACHMENT 1 MINUTES OF BRAIDWOOD LOCALITY COMMITTEE MEETING
 HELD 8 OCTOBER 2018

BRAIDWOOD LOCALITY COMMITTEE MEETING

8 OCTOBER 2018

QPRC



Braidwood Locality Committee Meeting (Braidwood/Mongarlowe/Nerriga)

Monday, 8 October 2018 at 6.03pm
Braidwood Meeting Room (old Library)
Park Lane, Braidwood

MINUTES

1. Members:

- Cr Radmila Noveska (Chair)
- Richard Elliott (Braidwood National Theatre s.355 Committee)
- Grant Coe (Braidwood Showground Reserve Trust s.355 Committee)
- Nerida Mosely (Braidwood Gymnasium s.355 Committee)
- Sue Murray (Braidwood Community Association)

Staff:

- Debby Ferguson (Service Manager Governance)
- Tim Geyer (Service Manager Urban Landscapes)
- Barry Osmond (Program Coordinator Transport Construction)

2. Apologies: Cr Tim Overall (Mayor)

Cr Noveska acknowledged the traditional owners and custodians of the land upon which the meeting was held.

BDLC03/2018 RECOMMENDATION That the apology for absence, received from Cr Overall, be accepted.

From the Chair

3. Declaration of conflicts of interest

There were no declarations.

4. Business arising from minutes – 30 April 2018

4.1 Roadworks

Barry provided the Committee with an extensive overview of the current program of roadworks relating to the upgrade of MR92, including:

- the 5km sealing of the newly constructed section
- the new bridge at Charleyong which should be completed by 2020
- the intersection of the Kings Highway and the Nerriga Road
- the Durran Durra section

BRAIDWOOD LOCALITY COMMITTEE MEETING

8 OCTOBER 2018

- Ningee Nimble upgrade if savings can be achieved from the Old Cooma Road project.

Other works include:

- Two bridges on the Oallen Ford Road turnoff to the Endrick River Bridge
- Euradux Road to Tates Lane widening and drainage
- Durran Durra Creek bridge
- Bridge between Kings Highway and Euradux Rd
- Charleyong Bridge approaches

4.2 Charleys Forest Hall and Grounds

Tim informed the Committee that Council was undertaking a building assessment of the Hall and was awaiting the report.

4.3 Nerriga Reserve and Streetscape

Tim advised that Council was working back from the Endrick River through Nerriga.

Council was seeking State funding for a rest area on the Nerriga Road.

4.4 Braidwood CBD Masterplan

Tim advised that this was currently on public exhibition, having been adopted in principle by Council. It was still a draft, and includes some amendments as follows:

- No change to Ryrie Park South
- There will be a further report on the Pool and Ryrie Park North
- They are moving forward with the \$500,000 grant funding project, half of which is to be spent on Ryrie Park and half on the intersection with Duncan St and Wallace St

Council is conducting community engagement, and is obtaining quotes for play equipment.

Sue requested that there be more discussion on the toilet block in Ryrie Park, noting that the locals wanted the funding to be spent on what the community wants, not what travellers want. She also raised discussion on the work at the Duncan/Wallace Streets intersection. Tim replied that there will be no narrowing of the street; there will be blisters on the corners of the intersection to allow people out on to a safe area before they get to the road and there will be disabled parking near the Albion.

4.5 Acquisition of the D&S Motors Service Station

Tim advised that Council has acquired this property and will conduct a decontamination analysis. It is not proposed to dig up the site, but to encase it and seal over. Council's intention is to provide a Wallace Street entrance to all-day parking behind the National Theatre in what is currently the Depot site. There will also be electrical charging stations installed.

4.6 Braidwood Recreation Ground Stage 2

Tim advised that Council is continuing with the upgrade of the Ground including:

- Resurfacing the tennis courts.
- Piping a section of the creek, with approval now granted for this and the works to go to tender.

BRAIDWOOD LOCALITY COMMITTEE MEETING

8 OCTOBER 2018

- There is additional funding of \$250,000 from Round 2 of the Stronger Country Communities Fund to clean up the creek, replace heritage trees (elms), play equipment near the hall and tiered seating.
- There are s.94 monies amounting to \$400,000 from the Majors Creek Mine to be spent on the Recreation Ground.

4.7 Braidwood Central School Gymnasium Agreement

There had been no response from the Department of Education to Council's letter.

5. Update on role of Committee and Terms of Reference

5.1 There was discussion on the frequency of the Committee's future meetings.

BDLC04/2018 RECOMMENDATION That Point 3 (Meetings) of the Braidwood Locality Committee's Terms of Reference be amended to read:
"Meetings will be held in April and October each year..."

Noveska/Elliott

6. Reports from each delegate on their Committee's projects and activities

6.1 Braidwood Gymnasium s.355 Committee

Nerida provided the following information:

- The Braidwood Central School is expected to have a major upgrade, which will take approximately two years to complete.
- A development application will be lodged soon.
- The school is subject to heritage considerations.
- There will be consultation undertaken with the community.
- There will be new facilities for staff and students; however the Administration building will stay.

6.2 Braidwood Community Association

Sue advised that the Braidwood Community Association is a new organisation, with about 25-30 people attending meetings.

6.3 National Theatre and Community Centre s.355 Committee

Richard provided the following information:

- It is expected that the few remaining jobs left to do with the refurbishment project will be finished by Christmas.
- The roof has been finished.
- The users have commented that the refurbishment has made a dramatic improvement to the building and will make it much warmer in winter.
- Electrical work still needs to be completed.
- There has been good landscaping work done on the northern side.
- The Visitor Information Centre has some new volunteers, and their website is linked to the QPRC website.

6.4 Braidwood Showground Reserve Trust s.355 Committee

Grant provided the following information:

- A lot of projects have been carried out this year, including the renewal of 500m of fencing around the arena using maintenance-free materials.

BRAIDWOOD LOCALITY COMMITTEE MEETING

8 OCTOBER 2018

- The Showground has received grant funding from the Stronger Communities Fund, Veolia-Mulwarae Trust and the Bendigo Bank.
- There is now a disabled toilet adjoining the Pavilion, with access from the Pavilion.
- They recently hosted the Motorbike Show, and a religious group hired the facility for 4-5 days.
- They continually have campers at the Showground, together with regular user group activities.
- They have purchased a ride-on mower and pasture harrows for the arena to enable ongoing maintenance and improvements.
- The Committee intends pulling down and renewing the rodeo yards.
- They intend to undertake a water storage project at the amenities block.

7. Other business

7.1 Naming of the Braidwood Meeting Room

Richard suggested that Council might consider renaming the room as the Judith Wright Library.

8. Closure The meeting closed at 7.07pm.

BURRA LOCALITY COMMITTEE MEETING

19 NOVEMBER 2018

QPRC



Burra Locality Committee Meeting Burra/Urila/Royalla/Fernleigh Park Areas

Monday, 19 November 2018 at 5.30pm
Committee Room, 253 Crawford St, Queanbeyan

MINUTES

1. **Present:**

- Cr Trevor Hicks (Chairperson)
- Cr Trudy Taylor
- Don Fraser (Burra/Cargill Park s.355 Committee)
- Michael Kitchen (Royalla Common s.355 Committee)
- Mick Doyle (Fernleigh Park s.355 Committee)
- Chris Kenyon (Fernleigh Park s.355 Committee – alternate)
- Bill Lilley (Burra Community Association – delegate)

- Debby Ferguson (Service Manager Governance)

2. **Apologies:**

- Greg George (Burra/Cargill Park s.355 Committee – alternate)

BURLC04/2018 RECOMMENDATION that the apology be accepted.

Taylor/Fraser

(**NOTE:** After the meeting, Peter Bignell (Royall Community Association delegate) advised that he had not received the meeting notice because the former Secretary had not passed on the invitation. Peter's contact details have been updated.)

3. **Declaration of Conflicts of Interest**

There were no declarations.

4. **Update on Role of Committee and Terms of Reference**

4.1 There was discussion on the frequency of the Committee's future meetings.

BURLC05/2018 RECOMMENDATION That Point 3 (Meetings) of the Burra Locality Committee's Terms of Reference be amended to read:
"Meetings will be held in April and October each year..."

Doyle/Kitchen

BURRA LOCALITY COMMITTEE MEETING

19 NOVEMBER 2018

- 4.2 Trudy and Trevor indicated that they are both happy to attend the s.355 committees' meetings if invited.

5. Reports from delegates

5.1 Fernleigh Park s.355 Committee

Mick and Chris provided the following information:

- Council is looking to purchase land for the slip lanes, so the Committee was keen to hear the latest information on this.
- The Committee appreciated the Councillors' support in May, as Fernleigh Park will need Council's support for long term benefit.
- The Committee was disappointed in the lack of consultation by Essential Energy, and believed it could do better in genuinely consulting the Committee as the community wanted some vegetation near the sub-station. Essential Energy was very disingenuous in dealing with issues: the Committee had obtained quotes for Essential Energy to plant some trees, but were told it was too much, and suggested that the community should do it themselves at a much-reduced level of support.
- There have been a lot of blackouts (over 40 hours) and the local residents feel they have been neglected for some time.
- There are power lines on the northern boundaries of Fernleigh Park close to houses, but the residents have been told there is nothing to be concerned about with this.
- A wildlife sanctuary has been established and fenced off.
- Essential Energy's poles have been installed and will be going to South Jerrabomberra.
- Council staff members, Rod Stewart and Brenton Zubrinich, have been very helpful.
- There has been liaison with Googong about future developments there, and they are due to have a meeting with Malcolm Leslie (developer) to put their views forward about the slip lane and roundabouts and then inform their members. There are differing points of view and the Committee believes it is about the amenity for Googong residents.
- The Committee has had a long-held desire to have a proper front entrance to Fernleigh Park, and called for expressions of interest. They received a good response, and put some ideas together for the selection process to come back to Council. Fernleigh Park believe that DA is needed and the Committee has been liaising with Council staff members David Carswell and Martin Brown, seeking clarification regarding easements. Fernleigh Park are keen to look at ways to get enough funding.
- The Committee is not sure what s.94 funds are available for Fernleigh Park.

5.2 Royalla Common s.355 Committee

Michael provided the following information:

- The proposed playground at the Common received \$40,000 from Council in the Operational Plan, after representations from the community, but the Committee still needs to raise \$40,000.
- The Committee is proceeding with a plan for the playground, together with three quotes, as these are required when applying for a Veolia Mulwaree Trust grant.
- Thanks to QPRC and particularly Sean Kaden (Program Coordinator, CBD and Horticulture) for the donations of mulch, compost, rocks out of the bypass, trees and grass seed.
- At the last meeting of this Committee, the Royalla representatives had made a recommendation requesting a financial statement on the status of the s.94 funds for the Royalla Common. Rod Stewart paid to have the pavers laid at a cost of \$15,000, which presumably came from the s.94 money. (**NOTE:** Shane Taylor, Chief Financial Officer, should be able to provide this information.)
- Three weddings were held in the hall in the last month.

BURRA LOCALITY COMMITTEE MEETING

19 NOVEMBER 2018

- The hall is being used a lot but the cleaning costs are high.

5.3 Burra/Cargill Park s.355 Committee

Don and Deb Fraser provided the following information:

- Don is the Secretary of the s.355 Committee, and Deb Fraser is the Booking Officer.
- The Stronger Communities Fund grants to the Burra Hall have been spent, in addition to funding from the Burra Community Association, on repainting and upgrading the acoustics.
- The acoustics had been very poor, and the Committee had hope that by installing proofing on the frames that hold the roof up, that would limit the sound, and it has worked well. Only the ceiling has been covered not the walls.
- The water draining from the kitchen sink is causing a mess; Council arranged for a plumber to inspect it but it needs a new trench.
- Council's weeds sprayers came out about two weeks ago, however it rained and they couldn't do the work.
- There are flags and bunting along Cooma Road leading to the turnoff to Burra Road from Wells Road down, and it is not clear what these are for.
- Mount Pleasant is known as Burrabella, and Mt Burra is owned by Peat who is developing Googong.

5.4 Burra Community Association

Bill provided the following information:

- There has been discussion about the need to have some sort of museum at Burra to house the historical information, books, fire engine etc., because Burra has a history as long as Queanbeyan's.
- They will investigate building another building on the park, but need to consult with Council as they may convert the current hall to a museum and building a new hall. (**NOTE:** Trudy suggested that the Association talk to the Queanbeyan Museum and Historical Society.)
- Council needs to consider the future of the low level crossing at Williamsdale, given the increased traffic in the area.
- In the move to seal Williamsdale Road, the Association questioned why the outlet from the Murrumbidgee to Googong was put on the high side of the low level crossing because when it rained, this flooded the road.
- The Cargill Park sign is dilapidated and needs to be relocated (Debby will follow up with Rod Stewart).
- The Association can organise a working bee for this but they need guidance.

6. Other Business

- 6.1 Debby reminded the s.355 Committee representatives that they should consider their proposed fees and charges for 2019/20 and forward these to her as soon as possible for inclusion in the draft Budget which will be prepared early in the New Year.
- 6.2 Mick asked for an update on what road works were planned by Council for the next 12 months. Trevor advised that Council wanted to improve the Captains Flat Road, and that the road crews were currently fully committed on projects.
- 6.3 Mick raised discussion on the walking trail at Fernleigh Park and the need for seats being placed in strategic locations. Trudy suggested that Council could cost this as a project and put it in the Delivery Program, depending on staff resources. Debby undertook to discuss this with Debbie Sibbick.
6. **Closure** The meeting closed at 6.45pm.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 FEBRUARY 2019

ITEM 14.6 MINUTES OF LOCAL TRAFFIC COMMITTEE - 12TH
FEBRUARY 2019

ATTACHMENT 1 LOCAL TRAFFIC COMMITTEE - MINUTES 12 FEBRUARY 2019

Present: Cr Mark Schweikert (QPRC Rep), Rodney Stewart (QPRC), Robert Tapply (NSW Police Rep) Kelly Cherry via Phone (RMS Rep), Rowan Carter (NSW State Member Rep), Nathan Cooke (QPRC)

Also Present: Thomas Hogg and Michael Damo (partial attendance)

Others Present:

The Committee Recommends:

1. **Apologies** - Joanne Wilson Ridley (QPRC Road Safety Officer)

2. **Confirmation of Report of previous meeting held on 5 December 2018**

That the minutes from the meeting of the committee held on 5 December 2018 be confirmed.

3. **Business arising from previous minutes**

- a. Remembrance Day 2018 – LTC recommendation/feedback has been provided to Events Team for consideration and planning future events
- b. LTC 47/18 Googfest Event – advice received from organiser that future events in Googong will be postponed until the road network (duplication of Old Cooma Road) is upgraded and suitable to cater for increased traffic following non-support from LTC.
- c. LTC 48/18 – Evaluation report received from Events for Christmas In July 2018 (Report C1917070). The report format was reviewed and was recommended to be amended as the report was commentary only and did not provide an evaluation or recommendation for events. Evaluation Report for Freedom of Entry March still outstanding. Recommendation for an invitation to Events Team to attend LTC meeting.

4. **Correspondence**

- a. Country Rocks 2019 – Confirmation received that the event organiser will re-evaluate and consider a new location for the event in April and consider the event for Braidwood at another time.
- b. Guide to Appoint School Bus Stops - TfNSW document received regarding standard methodology for fixed Rural Bus Stop Locations/Design (recommendation 18 of the NSW Government School Bus Safety Community Advisory Committee) and the role of LTC for provision of technical advice and recommendation. Provided for information and reference.
- c. Advice received from Queanbeyan Aldi regarding request to establish a monitoring agreement with Council has been put on hold until further notice.
- d. Correspondence Received from the Strata Management of Sunrise Apartments with regard to establishing a Ranger Monitoring Agreement. It is envisaged that Council's involvement with compliance/enforcement at the site will have benefits for road safety on Uriarra Road. An LTC report on required signage is expected to be put to future LTC meeting.

5. Business Items

a) Marina Prior Event at Mona Estate, Braidwood (C1916299)

An application has been received from the manager of Mona Estate, Braidwood to hold an event with Marina Prior on 23 February 2019. The organiser expects up to 500 people to attend and has developed traffic control measures and event management to assist with the safe operating of the event, which includes traffic control and entrance to the site on the Kings Highway, internal traffic management, and an exit from the site onto Little River Road.

The committee reviewed the plans and noted provision for contingency plan for dealing with the instance of traffic queues stacking back onto the Kings Highway, however to reduce this risk further the committee recommended that the marshalling point be moved further into the site to maximise the area for traffic queues on site, and that the gates open to event patrons earlier, at 5pm rather than 5.30pm to assist with the traffic inflows.

The ROL has not been received by Council but understands that the Traffic Engineering contractor engaged has applied for the ROL.

LTC 01/19 Under the Roads Act 1993, approve the Traffic Control Plan for the Marina Prior Event on 23 February 2019, pending the organiser amends arrangements for marshalling point, entry time and receives an ROL.

b) 2019 NSW Women's Open Golf Tournament – Queanbeyan (C1916297)

An application has been received from Golf NSW to hold a major Golf Tournament in Queanbeyan at the Queanbeyan Golf Course from 7th to 10th March 2019, with an estimated attendance of approximately 1,500 people, mainly spectators.

The event will see increased vehicular traffic and foot traffic in the area, and to facilitate the safe management of the event, the event organiser has proposed full road closure of Brown Street from Booth Street to Dodsworth Street, and local access only to Dodsworth Street for the duration of the event.

The LTC reviewed the plans and recommends that the event organiser evaluate the requirement for a contingency plan to get pedestrians from the off-site parking location to the event site, and recommended that the event organiser evaluate and provide a debrief on how the traffic/pedestrian control measures performed.

LTC 02/19 Under the Roads Act 1993, approve the Traffic Control Plan for the 2019 NSW Women's Open Golf Tournament, Queanbeyan Golf Course, Queanbeyan from 7th to 10th of March 2019. Recommendation to include evaluation contingency plan for the safe movement of pedestrians and provide a debrief for evaluation of the control measures for the event.

c) ANZAC Day Services, Queanbeyan 2019

An application for ANZAC Day services 2019 in Queanbeyan, Thursday 25 April 2019 has been received. The Event is jointly run by QPRC, RSL and Legacy Queanbeyan.

The proposed arrangements for traffic management and traffic control are similar to previous year's events and involves road closures. Expected numbers for the Dawn service are up to 2000 and for the main service up to 3,000.

Dawn Service: from 5.00am to 6.15am

- Monaro Street (full width) between Crawford Street and Lowe Street
- Farrer Place (full width) between Lowe Street and Cameron Road
- Crawford Street between Rutledge Street and Monaro Street
- Lowe Street southbound from Monaro Street & Lowe Street Carpark entrance
- Lowe Street northbound from Monaro Street and Cooma Street

Main Service: from 9.00am to 11.30am

- Monaro Street (Full width) between Crawford Street and Lowe Street
- Farrer Place (full width) between Lowe Street and Cameron Road
- Crawford Street between Rutledge Street and Monaro Street
- Lowe Street southbound from Monaro Street & Lowe Street Carpark entrance
- Lowe Street northbound from Monaro Street and Cooma Street

LTC 03/19 Under the Roads Act 1993 approve the traffic control plans for the Queanbeyan Anzac Day from 5:00am to 6.15am for Dawn Service and 9:00am to 11:30am for main service Thursday 25 April 2019.

d) Anzac Day Services, Bungendore 2019

The Bungendore War Memorial S355 Committee proposes to host the annual ANZAC Day ceremonies for 2019.

Event organisers have advised that the 2019 planned activities are in keeping with tradition and will be similar to what has been conducted in previous years, including a Dawn Service and Main Service and March to be held Thursday 25 April 2019.

DAWN SERVICE:

Dawn Service is held at Bungendore War Memorial on Gibraltar Street, with the crowd attending standing in the street in front of the Memorial. The service commences at 6.00am and finishes approximately 6.45am

MAIN MARCH:

The Main Service and March is held at the Bungendore War Memorial on Gibraltar Street. March commences from western end of Gibraltar Street and progresses to the War Memorial for the Service. When the Service is completed the March returns to the starting point. Crowds gather at the memorial and onto the surrounding street. The Main Service commences at 10.40am and completed by 12.00pm

The following road closures are requested for the ANZAC Day ceremonies:

- For the Dawn Service from 5.30am - 7.00am - Gibraltar Street from Majara Street to Police Station east of Butmaroo Street
- For the Main Service from 10.00am - 12.30pm - Gibraltar Street from Molonglo Street to Majara Street

LTC 04/19 Under the Roads Act 1993 approve the traffic control plans for the Bungendore Anzac Day from 5:30am to 7:00am for Dawn Service and 10:00am to 12:30pm for main service Thursday 25 April 2019.

e) ANZAC Day Services, Captains Flat 2019 (C1916301)

The Captains Flat S355 Committee proposes to host the annual ANZAC Day ceremonies for 2019.

Event organisers have advised that the 2019 planned activities are the same as what has been conducted in previous years, with road closures commencing at 9.30am and will involve a parade commencing at the corner of Foxlow Street and Braidwood Road, proceeding along Foxlow Street to the Cenotaph on the corner of Foxlow Street and Captain Flat Road, followed by a service at the Cenotaph.

The following road closures are requested for the Captains Flat ANZAC Day event:
From 9.30am - 12.15pm:

- Captains Flat Road from Miners Road to Foxlow Street
- Foxlow Street from Captains Flat Road to Braidwood Road including closures at the intersection of Kurrajong Street and Wattle Avenue

LTC 05/19 Under the Roads Act 1993 approve the traffic control plan for the Captains Flat Anzac Day event from 9:30am to 12:15pm Thursday 25 April 2019.

f) What's Your Story – Mural Event at Blacksmith's Lane, Queanbeyan (C1916302)

"What's Your Story" is a small event to launch the installation of a mural on the rear wall of the Bi Centennial Hall. QPRC is organising the event and the format of the event is similar to the Blacksmith's Laneway Activity held at the same location in May 2018.

For Safety of the event it is proposed to close the rear end of Blacksmiths Lane for a distance of approximately 30-35m. The activities include 2-3 food vans, music entertainment and a street art demonstration. The activities start at 3pm and conclude at 9am.

All landlords and businesses affected have been notified with no objections received, and as the event is to be held on Sunday it is expected the event will have minimal impact on parking for surrounding business operators.

LTC 06/19 Under the Roads Act 1993 approve the traffic control plan for the 'What's Your Story' Mural Event at Blacksmiths Lane, Queanbeyan from 10am to 4pm Sunday 14 April 2019.

g) ANZAC Day Event – Jerrabomberra (C1916975)

A request has been received to stage the ANZAC Day Dawn Service at Jerrabomberra adjacent to the Jerrabomberra Hotel. The Dawn Service will require the part closure of the car park surrounding the western side of the hotel. The organisers have requested an extended closure of the car park to permit setup and pack down and create a safe

designated area for the ANZAC Day activities. Closure is being requested from 10pm 24 April 2019 with pack down by 7.30am 26 April 2019.

The LTC reviewed the closure time and agreed to seek advice from the organiser to justify the extended closure period to the following day and that affected business operators have been notified of the closure.

LTC 07/19 Under the Roads Act 1993 approve the traffic control plan for the Jerrabomberra Anzac Day event from 10.00pm Wednesday 24 April to 7.30am Friday 27 April 2019.

h) Motorbike Parking on Malbon Street, Bungendore (C1917013)

Safety at the intersection of Ellendon Road and Malbon Street has been raised by Bungendore Residents during the community consultation for the Molonglo/Malbon Street roundabout.

Council reviewed traffic data and carried out investigation of this issue, which included an on-site inspection. The inspection did identify some concerns regarding pedestrian visibility particularly at the pedestrian refuge crossing outside the Wood Work Gallery when larger vehicles use the adjacent parking bays. It was noted that pedestrians needed to stop onto the lane carriage when larger vehicles parked near the crossing and cannot be seen by oncoming vehicles until nearly at the pedestrian refuge.

Council proposed three designs to enhance safety at the site including:

Design 1 – Which involved the removal of car parking for two spaces to the west of the crossing and installation of Motor Bike parking for the full length.

Design 2 – Involves the removal of one car vehicle parking spaces to the west of the crossing and replacement of one road bay as motor bike parking

Design 3 – Replacing the parallel car vehicle parking with indented perpendicular vehicle parking to improve pedestrian visibility. This design was explored at the request of the Wood Works Gallery who were concerned about the impact on their business if the car parks were replaced with Motor bike parking spaces.

The LTC report on the issue requests approval for all three designs with Council to select one of the designs for implementation at a later date.

The LTC reviewed the designs and was not in favour at all for Design 3, as the use of the parking spaces would involve reversing manoeuvres onto the Kings Highway and may introduce other risks to pedestrians at the crossing. The committee favoured options 1&2 but recommended to hold over a recommendation until the May LTC meeting when a site inspection could be arranged.

LTC 08/19 Hold over a recommendation for the preferred design of potential changes to the parking arrangements near the Wood Work Gallery, Kings Hwy Bungendore until a joint site inspection is carried out.

i) Barracks Flat and River Drive Intersection, Queanbeyan

Council was requested to investigate possible treatments at the intersection of Barracks Flat Drive and River Drive from a resident whose home was damaged as a result of a high speed crash. Whilst the resident noted that the incident was unusual, they did however express concern about safety at the intersection with possible changes to traffic conditions in the area due to the EDE extension.

Council conducted a safety review of the intersection and a review of traffic data history indicated a history of speeding. Council also have future plans to enhance the pedestrian facilities near this intersection as it is expected that the area will see an increase in pedestrian and cycle use.

A design has been produced to enhance safety at the intersection, changing the current Give Way Sign to a Stop Sign. A new refuge is proposed to be installed with line marking and ramps to relocate the crossing point so it is not right at the intersection of Barracks Flat and River Drive. There is further work being investigated to install speed treatments on River Drive.

It was recommended to verify that the refuge in the design be checked for conformance with the current Ausroads standard.

LTC 09/2019 Under the Road Transport Act 2013 approve the upgrade of the intersection of River Drive and Barracks Flat intersection as per the design.

j) Tarago Road and Mount Fairy Road Intersection (C1917005)

Council received representation from residents at community meetings in October 2018 regarding safety concerns on Tarago Road near the intersection with Mount Fairy Road. Concerns on this intersection were raised in March 2018 and treatments applied included scrubbing and signage upgrades. Residents raised further concerns at the intersection not previously reported, which include vehicles illegally overtaking right turning vehicles on Tarago road near the intersection of Mount Fairy Road.

Council conducted an additional inspection of the road conditions in November 2018 and did note that the line marking on Tarago Road intersection near Mount Fairy Road was unbroken and allowed for overtaking.

As a result of the investigation and site conditions council proposed a design that implements the installation of line marking on Tarago Road to prohibit over taking of vehicles in the vicinity of the intersection.

The design was reviewed by the LTC and noted that the treatment will reduce overtaking opportunities on this straight section of road which does provide a safe overtaking opportunity if conducted legally. It was recommended that the design include detail of the length of the BB line proposed for examination and decided to defer a decision until next meeting. It was also noted that the section of road was earmarked for future upgrading when S94 developer contributions are received by Council.

LTC 10/2019 Have the design amended to detail the length of BB line proposed and defer decision until next meeting.

k) Montgomery Avenue Safety Upgrade, Googong (C1917003)

Council has received reports of speeding and dangerous road conditions on Montgomery Avenue, Googong, including the area where the bridge is located and at the first corner after the bridge. Residents noted concerns for speeding of vehicles, lack of sight distance and one report of vehicle driving in the centre of the bridge leaving little room to swerve.

Council reviewed the road environment, conducted on-site inspections and reviewed recent TCP plans implemented for the road. It was found that Montgomery Avenue featured minimal line marking and that the vertical alignment of the bridge did create issues with sight distances for drivers navigating the bridge. Other issues noted included the road width narrowing over the bridge and no speed advisory signage to warn motorists of the severity of the corner following the bridge.

Council produced a design to upgrade Montgomery Avenue to include line marking of double centre line from the intersection of Gorman Drive to just near the intersection of Goiser Loop. The design also includes speed advisory and angle curvature signage at the bend.

LTC 11/2019 Under the Road Transport Act 2013 approve the line marking and signage as per the design for Montgomery Ave, Googong.

I) Queanbeyan Smart City Precinct – Smart Parking Way Finding Signage (C1917002)

As part of a Smart City initiative, council proposes to install provisions for 'smart parking' in Crawford Street and Collett Street Car Parks. To assist road users to better utilise these sites, Council intends to install two smart parking signs that will display the number of spaces available in the car park, utilising registration plate recognition technology.

The design and location of the signs have been chosen to provide sufficient time for motorists decision making when choosing to access these parking sites. The signs are frangible.

The LTC recommends that the sight distance for vehicles exiting/entering the car parks be assessed in accordance with the Ausroads Design Manual, and assess the potential for the signs to be raised to improve sight distance.

LTC 12/2019 Approve the location of the way finding signage as per the design, pending confirmation of compliance with Austroads Standards.

m) Mobility Parking on Ellendon Street, Bungendore (C1916989)

Council has received representations from residents at community meetings in October 2018 regarding difficulties and safety concerns with the usages of the mobility parking on Ellendon Street, Bungendore. The resident's concerns included a lack of access ramp to the kerb and the location of the mobility parking bay.

Council investigated the issue, including site inspections and discussion with Council's Community Development Team who are responsible for the DIAP.

The design produced aimed at enhancing the mobility parking spaces to comply with current standards and incorporates feedback received from the resident.

LTC 13/2019 In accordance with the Road Transport Act approve upgrades to mobility parking on Ellendon Street, Bungendore as per the design.

n) Parking Restrictions for Connolly Street, Googong (C1916934)

Council has received concerns from residents on Connolly Street that a 'No Stopping' which is located on a bend in the road enables vehicles to park around the bend and resulted in road users being unable to see oncoming traffic.

Council conducted an investigation of the site and reviewed the TCD for this section of Googong which was approved at a 2016 Council meeting. The approved plan saw No Parking Zone end 70m north of Tuam Place on Connolly Street and left 90m west of the sign where vehicles can legally park on corners which narrows the road width. However recent inspections noted car parked in this area and it was identified that this parking did impact vehicles driving east on Connolly Street, requiring them to drive on the centre of the road with reduced visibility of on-coming traffic.

Council produced a design to address these issues which includes installation of a further two 'No Parking' Signs on Connolly Street which shall extend the 'No Parking' area to the west of McLean Street.

LTC 14/2019 In accordance with the Road Transport Act approve two additional 'No Parking' signs on Connolly Street, Googong.

o) ANZAC Day Event - Braidwood (CXXXXXXXXXX)

An application has been received for Road Closures for ANZAC Day Ceremonies.

The Event is to be run in the traditional manner however it was noted that several planning documents from the organiser were not available for review, including the Risk Assessment, ROL, TMP, Insurance CoC, Light Horse – suitability of temperament and the like. The TCP is the same as previous year's events, as is the proposed closure time.

LTC 15/2019 Under the Roads Act 1993 Pending evidence of the required essential Event documents, approve the traffic control plan for the Braidwood Anzac Day Event(s) 5.30am to 7.30am for Dawn Service and 10am to 1pm for Main March, 25 April 2019.

General Business

- a) Gordon Avenue, Queanbeyan – Issue raised concerning Illegal Truck Parking in a residential area. Not an LTC issue as yet, as no design to treat the issue has been developed. Parties agreed to information sharing
- b) Captains Flat Car and Bike Show – Note this event is planned for 23 Feb to 24 Feb 2019 at Captains Flat. No application has been received by LTC.

- c) Morisett Street Carpark – Temporary Police Station works. Design of fence to car park discussed and includes a compromise for privacy and viability. The contractor will construct the fence as part Palisade and part Colourbond.
- d) Early advice that there is a proposed 'Grain Harvest Festival 2019' – Proposed event for Bungendore on 27 April 2019. Awaiting further advice from events team.

Next Meeting

12:00pm to 2:00pm, 23 May 2019, Committee Room 253 Crawford St, Queanbeyan.

There being no further business, the meeting closed at 11.16am

Recommendation

That Council resolve that:

- 1. Note the minutes of Local Traffic Committee Meeting held on 5 December 2018 be confirmed.**
- 2. Adopt recommendations LTC 01/2019 to LTC 15/2019 from the meeting held on 12 February 2019.**

LTC 01/19 Under the Roads Act 1993, approve the Traffic Control Plan for the Marina Prior Event on 23 February 2019 in Braidwood, pending the organiser amends arrangements for marshalling point, entry time and receives an ROL.

LTC 02/19 Under the Roads Act 1993, approve the Traffic Control Plan for the 2019 NSW Women's Open Golf Tournament, Queanbeyan Golf Course, Queanbeyan from 7th to 10th of March 2019. Recommendation to include evaluation contingency plan for the safe movement of pedestrians and provide a debrief for evaluation of the control measures for the event.

LTC 03/19 Under the Roads Act 1993 approve the traffic control plans for the Queanbeyan Anzac Day from 5:00am to 6.15am for Dawn Service and 9:00am to 11:30am for main service Thursday 25 April 2019.

LTC 04/19 Under the Roads Act 1993 approve the traffic control plans for the Bungendore Anzac Day from 5:30am to 7:00am for Dawn Service and 10:00am to 12:30pm for main service Thursday 25 April 2019.

LTC 05/19 Under the Roads Act 1993 approve the traffic control plan for the Captains Flat Anzac Day event from 9:30am to 12:15pm Thursday 25 April 2019.

LTC 06/19 Under the Roads Act 1993 approve the traffic control plan for the 'What's Your Story' Mural Event at Blacksmiths Lane, Queanbeyan from 10am to 4pm Sunday 14 April 2019.

LTC 07/19 Under the Roads Act 1993 approve the traffic control plan for the Jerrabomberra Anzac Day event from 10.00pm Wednesday 24 April to 7.30am Friday 27 April 2019.

LTC 08/19 Hold over a recommendation for the preferred design of potential changes to the parking arrangements near the Wood Work Gallery, Kings Hwy Bungendore until a joint site inspection is carried out.

LTC 09/2019 Under the Road Transport Act 2013 approve the upgrade of the intersection of River Drive and Barracks Flat intersection as per the design.

LTC 10/2019 Have the design amended to detail the length of BB line proposed and defer decision until next meeting.

LTC 11/2019 Under the Road Transport Act 2013 approve the line marking and signage as per the design for Montgomery Ave, Googong.

LTC 12/2019 Approve the location of the way finding signage as per the design, pending confirmation of compliance with Austroads Standards.

LTC 13/2019 In accordance with the Road Transport Act approve upgrades to mobility parking on Ellendon Street, Bungendore as per the design.

LTC 14/2019 In accordance with the Road Transport Act approve two additional 'No Parking' signs on Connolly Street, Googong.

LTC 15/2019 Under the *Roads Act 1993* Pending evidence of the required essential Event documents, approve the traffic control plan for the Braidwood Anzac Day Event(s) 5.30am to 7.30am for Dawn Service and 10am to 1pm for Main March, 25 April 2019.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

Council Meeting Attachment

27 FEBRUARY 2019

ITEM 16.1 RESPONSES TO COUNCILLORS' QUESTIONS

ATTACHMENT 1 RESPONSES TO COUNCILLORS' QUESTIONS

QPRC COUNCILLORS' QUESTIONS

No.	Date rec'd	Question / Request	Responsible staff	Response	Date of reply	COMPL Y/N
115	29/01/19	Cr Winchester enquired about the ownership of land and permissibility of election advertising on the proposed sites for the Jerrabomberra school and the Bungendore Sports Complex.	Service Manager Governance	<p>The following is an extract of the advice provided to Councillors for the last local government election, but it applies equally to State elections.</p> <p>Candidates need to carefully manage the placement of their election signage. This signage may be in breach of the regulations governing electoral material and may see the offending items removed by either the Police or Council Rangers. Candidates are reminded that the Local Government Act 1993 and the SEPP (Exempt and Complying Development Codes) 2008 regulate the content, size, type and placement of electoral material (which includes signage). Candidates and their workers need to be aware of the rules regarding electoral material.</p> <p>The SEPP provides that electoral signage is exempt from development consent if:</p> <ul style="list-style-type: none"> a) it is not more than 0.8m² in area, and b) is displayed by or on behalf of a candidate at an election or the party of any such candidate, and c) is displayed only during the following periods: <ul style="list-style-type: none"> (i) 5 weeks immediately preceding the day on which the election is held (ii) the day on which the election is held 	19/02/19	Y

				<p>(iii) 1 week immediately following the day on which the election is held.</p> <p>The smaller A0 poster sized signs don't require approval provided they are on private land with the permission of the owner. It is unlikely that there would be any action taken to remove these types of signs unless they were in the road reserve, on infrastructure poles, or otherwise on public land.</p>		
114	23/01/19	Cr Brown requested an explanation as to why a jackhammer was used on the western pylon of the EDE bridge and whether this has incurred any additional costs to Council.	Portfolio GM Community Connection	<p>This work is normal practice to break back concrete to prepare a construction joint. This was done to enable the remainder of the Pier 2 column to be poured.</p> <p>There is no additional cost to Council.</p>	19/02/19	Y
113	23/01/19	Cr Hicks requested staff investigate possible illegal camping at 58 Foxlow Street Captains Flat.	Portfolio GM Natural and Built Character	Drive by inspection revealed no evidence of camping on site. Existing shed on site appears to be used for storage. No further action recommended.	20/02/19	Y
112	23/01/19	Cr Schweikert sought clarification on applications for Easter trading for businesses in the QPRC area.	Portfolio GM Community Choice	The Department responsible for this approval has changed and we are having difficulty tracking down a current overall approval for the LGA. Still working on this.	20/02/19	N
111	23/01/19	Cr Marshall advised that the railing on the eastern approach to Foxlow Bridge is falling down and requested staff to inspect.	Portfolio GM Community Connection	The rail has been inspected and repairs have been scheduled.	19/02/19	Y

110	19/12/18	Cr Schweikert requested a report on the 'Food for Fines' campaign held in the QPRC libraries.	Portfolio GM Community Choice	A report is included for Council this month	20/02/19	Y
95	08/10/18	Cr Marshall received a complaint regarding speeding past the BMX track parallel to Foxlow St Captains Flat and enquired if something could be installed.	Portfolio GM Community Connection	Council to investigate.	08/10/18	N
79	23/05/18	Cr Schweikert referred to Item 28 in the Resolution Action Sheet regarding a report that was due by the April 2018 meeting on an audit of all street lighting in Queanbeyan, Bungendore and Braidwood. Also: Cr Biscotti referred to the forthcoming audit of all street lighting in Queanbeyan, Bungendore and Braidwood, and requested if the audit could be extended to include the sporting fields.	Portfolio GM Community Connection	Bungendore and Braidwood have been audited. Queanbeyan remains outstanding. Sports field lights have been inspected.	13/08/18	N
76	26/04/18	Cr Schweikert requested a discussion be held on fencing regulations in the LEP when residential land abuts rural land.	Service Mgr Land-Use Planning	This will be considered when the Palerang Development Control Plan 2014 and the Queanbeyan Development Control Plan 2012 are combined. Also it needs to be noted that certain types of fencing in certain rural zones, environmental protection zones and Zone R5 are exempt development if it meets the development standards of Subdivision 18 of <i>State Environmental Planning Policy (Exempt and Complying Development Codes) 2008</i> .	15/01/19	N

				<p>In addition it is understood that a particular area of interest was the subdivision which fronts Mecca Lane and backs onto the undeveloped area of Bungendore East.</p> <p>In this case the reason a rural fence was required at the rear property boundary and not a 1.8m solid fence was to reduce the visual impact of development, particularly when viewed from the Kings Highway. This was originally intended to be used in conjunction with a landscape buffer to provide privacy but much of this buffer has now been removed or not cared for.</p>		
63	26/04/18	<p>Cr Schweikert conveyed a request from the Bungendore War Memorial s.355 Committee for a condition survey to be done on the Bungendore Cenotaph as water is seeping from some of the joints. The survey could assist when the Committee applies for future grant applications.</p>	Portfolio GM Community Connection	<p>Staff have liaised with the s.355 Committee and put forward options for the survey.</p> <p>Staff are also investigating remediation options to prevent further seeping.</p>	20/03/18 20/06/18	N
37	15/11/17 28/11/18	<ul style="list-style-type: none"> 100km/h zone at Bungendore WTS moved to northern side of WTS entrance <p>Cr Schweikert requested this item be followed up.</p>	Portfolio GM Community Connection	<p>Staff are of the view that a speed zone change will not solve the issue at the Bungendore Transfer Station.</p> <p>The road environment looks like a 100km/h environment and artificially extending the 80 kph speed for the WTS may not solve the issue or enhance safety.</p>	10/12/18	N

				<p>Staff have also had requests from residence to look at the speed limit from the bridge on Tarago Road (in town) to where it changes to 100km/h – this speed is 80km/h but residents have complained about speeding and raised concerns about pedestrian safety have asked for this speed to be 50km/h.</p> <p>Staff are looking at the road in this area from a network perspective before raising any issues with RMS (to consider speed zone review).</p> <p>Following research and inspections by the Road Safety Officer, the issue at WTS does not appear to relate to speed. The issues raised are:</p> <ul style="list-style-type: none"> • The lack of signage to warn motorists they are approaching the WTS. Drivers unfamiliar with the area don't know why vehicles are slowing down and might attempt to overtake the slowing vehicles creating a potential crash risk. Advance warning signage for the WTS are being investigated. • A review of the WTS intersection is underway to see if the intersection is performing as per it's design. <p>Inspections and research of the 80km/h zone taking in Elmslea Drive and Ashby</p>		
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				<p>Drive has not identified any issues. Sight distances are good, there is no crash history or near misses – there are not many pedestrian facilities but there is room to walk on the verge.</p> <p>Investigations will continue for this road section to review the area fully and this will occur next year.</p>		
13	29/10/17	Cr Bray has received a complaint from a resident in Lerra Street regarding the noise of vehicles coming through the roundabout at the intersection of Edwin Land Parkway and Numeralia Drive. The complainant requests noise attenuation provisions be put in place.	Portfolio GM Community Connection	Funds have been provided in the 18/19 budget to undertake noise monitoring in this location. A further report will be provided to Council once this work is completed.	13/08/18	N
6	4/10/17	Request the Local Traffic Committee review the intersection of Canberra Avenue and Stornaway Road and advise if a stop sign for vehicles entering Stornaway Road from Canberra Ave (similar to the one at the previous intersection with Ross Road) can be implemented.	Portfolio GM Community Connection	A review of this intersection is underway and a report provided to Council once completed.	21/03/18	N