



Ordinary Meeting of Council

AGENDA

22 November 2017

Commencing at 5.30pm

**Council Chambers
10 Majara Street, Bungendore**

On-site Inspections - Nil

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Confidential - Not for Publication

15 REPORTS FOR CLOSED SESSION

15.1 Queanbeyan CBD Property Development

"Item 15.1 is confidential in accordance with s10(A) (d) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

15.2 Miscellaneous Land Acquisitions

"Item 15.2 is confidential in accordance with s10(A) (c) (g) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

LIST OF ATTACHMENTS –

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

Open Attachments

- Item 6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross
- Attachment 1 Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross - Section 79C(1) Table - Matters for Consideration (Under Separate Cover)*
- Attachment 2 Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross - Site Plan (Dwelling) (Under Separate Cover)*
- Attachment 4 Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross Site Plan (Cabins) (Under Separate Cover)*
- Attachment 6 Council Meeting - 22 November 2017 - DA.2016.192 - Submissions (Under Separate Cover)*
- Item 6.2 Proposed Memorandum of Understanding with NSW Department of Education Relating to Beneficial Co-funding and Co-use of New Community and Sports Facilities at School Sites in the Region
- Attachment 2 Joint Use Project Template 1.1 - MOU (JN V2) (002) (Under Separate Cover)*
- Item 6.4 Q-One Indoor Sports & Monaro Panthers - Junior Futsal League - Affiliation Program
- Attachment 2 Monaro Panthers - Affiliation Program - Letter of Support (Under Separate Cover)*

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- Item 6.8 Special Heritage Fund Grants
Attachment 1 Special Heritage Fund Guidelines and Application Form - 2017 (Under Separate Cover)
Attachment 2 Standard Conditions - Special Heritage Fund - 2017 (Under Separate Cover)
- Item 6.9 Local Places Heritage Grants - 2017
Attachment 2 Project Funding Agreement - Local Heritage Places Grants 2017-18 (Under Separate Cover)
Attachment 3 Local Heritage Places Grant Guidelines 2017-2018 (Under Separate Cover)
- Item 6.10 Planning Proposal to List the Cottage on Lot 6 Section 1 DP 758183 - 7 Turallo Terrace, Bungendore as a Heritage Item
Attachment 1 Planning Proposal - 7 Turallo Terrace Bungendore - Palerang Local Environmental Plan 2014 - Section 55 (Under Separate Cover)
Attachment 2 Planning Proposal PP_2017_QPREG_005-00 to amend the Palerang Local Environmental Plan 2014 - 7 Turallo Terrace Bungendore - 5 September 2017 - Gateway Determination (Under Separate Cover)
- Item 6.11 NSW Future Transport 2056 - Submission
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Attachment 3 East West Transport Corridor: MR92 (Under Separate Cover)
- Item 6.13 Carry Forward/Revote of Expenditure to Financial Year 2017/18
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- Item 6.15 Investment Report - October 2017
Attachment 1 Investment Report - October 2017 - Attachment 1 - 22 November 2017 (Under Separate Cover)
- Item 6.16 Financial Statement by Council
Attachment 1 General Purpose Statement by Mayor, Councillor and Management - Audit Referral Financial Statements (Under Separate Cover)
Attachment 2 Special Purpose Statment by Mayor, Councillor and Management - Audit Referral Financial Statements (Under Separate Cover)
- Item 6.19 Audit, Risk and Improvement Committee
Attachment 1 12 October 2017 - Audit, Risk and Improvement Committee - Minutes (Under Separate Cover)
- Item 6.21 Amendment to 2017-18 Operational Plan
Attachment 1 Summary of Comments on Amendment to Operational Plan
- Item 6.22 Annual Report 2016-17
Attachment 1 Annual Report 2016-17 (Under Separate Cover)
- Item 6.24 Model Code of Conduct
Attachment 1 Model Code Summary and Comments - CBRJO (Under Separate Cover)
- Item 7.1 Braidwood and Bungendore Town Centre Improvements and Captains Flat Upgrade to Community Facilities - Stronger Communities Funding Update
Attachment 1 Braidwood Opportunities and Preliminary Concepts (Under Separate Cover)

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- Attachment 2* *Braidwood Petition and Support from Business Owners (Under Separate Cover)*
- Attachment 3* *Braidwood Workshop Wednesday 15 March 2017 (Under Separate Cover)*
- Attachment 4* *Community Feedback Report - Braidwood (Under Separate Cover)*
- Item 7.3 IPART Review of Regional Bus Fares
- Attachment 1* *IPART Proposed Bus Fare Schematic (Under Separate Cover)*
- Item 7.6 Responses to Councillors' Questions
- Attachment 1* *Councillors' Questions Table (Under Separate Cover)*
- Attachment 3* *Foxlow Bridge Survey - Q11 (Under Separate Cover)*
- Item 8.2 Mick Sherd Oval Canteen s.355 Committee minutes
- Attachment 1* *Mick Sherd Oval Canteen s.355 Committee meeting minutes 18 October 2017 (Under Separate Cover)*
- Item 8.3 Royalla Common s.355 Committee minutes
- Attachment 1* *Royalla Common s.355 Committee meeting minutes 20 September 2017 (Under Separate Cover)*

Closed Attachments

- Item 6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross
- Attachment 3* *Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross - Dwelling Plans (Under Separate Cover)*
- Attachment 5* *Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross - Cabin Plans (Under Separate Cover)*
- Attachment 7* *Council Meeting - 22 November 2017 - DA.2016.192 - Applicants Submission (Under Separate Cover)*
- Item 6.2 Proposed Memorandum of Understanding with NSW Department of Education Relating to Beneficial Co-funding and Co-use of New Community and Sports Facilities at School Sites in the Region
- Attachment 1* *Preliminary Site Concept - Indicative Option 1 - School Site South Jerrabomberra (Under Separate Cover)*
- Item 6.4 Q-One Indoor Sports & Monaro Panthers - Junior Futsal League - Affiliation Program
- Attachment 1* *Q-One Indoor Sports & Monaro Panthers - Affiliation Program - Financial Model Overview (Under Separate Cover)*
- Item 6.9 Local Places Heritage Grants - 2017
- Attachment 1* *Report - Local Heritage Places Grants Summary - 2017-2018 (Under Separate Cover)*
- Item 6.12 RFT 19/2017 - Plant Hire Panel Tender
- Attachment 1* *RFT 19/2017 Plant Hire Panel Tender Evaluation Report (Under Separate Cover)*
- Item 7.2 Molonglo Rail Trail Feasibility
- Attachment 1* *QPRC Accompanying Letter to Landowners (Under Separate Cover)*
- Attachment 2* *Molonglo Rail Trail Committee Letter to Landowners (Under Separate Cover)*

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- Item 7.6 Responses to Councillors' Questions
*Attachment 2 Councillors' Questions Table with Additional Information
(Under Separate Cover)*
- Item 15.1 Queanbeyan CBD Property Development
*Attachment 1 Unsolicited Proposal - Rutledge Carpark (Under Separate
Cover)*
Attachment 2 Draft Heads of Agreement (Under Separate Cover)
Attachment 3 Carparking Plan- Rutledge (Under Separate Cover)
Attachment 4 Site Valuation - Rutledge (Under Separate Cover)



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 10 Majara Street, Bungendore on Wednesday, 25 October 2017 commencing at 5.30pm.

ATTENDANCE

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

Staff: P Tegart, Interim General Manager; M Thompson, Portfolio General Manager Natural and Built Character; P Hansen, Portfolio General Manager Community Connections; J Richards, Portfolio General Manager Community Choice; P Spyve, Acting Portfolio General Manager Organisation Capability and S Taylor, Service Manager Finance.

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

1. APOLOGIES

298/17

RESOLVED (Taylor/Schweikert)

That the apology for non-attendance from Cr Winchester be received and leave of absence be granted.

The resolution was carried unanimously.

2. DISCLOSURES OF INTERESTS

299/17

RESOLVED (Taylor/Bray)

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

The resolution was carried unanimously.

The Mayor advised that Mr Peter Tegart declared an interest in an item of business and, together with all staff, will leave the meeting room while the relevant item is considered.

Mr Peter Tegart (Interim General Manager): Declared a pecuniary interest for Item 15.3 - Contract Renewal - General Manager, Queanbeyan-Palerang Regional Council, as he is the Interim General Manager seeking to extend his contract.

3. CONFIRMATION OF MINUTES**3.1 Minutes of the Ordinary Meeting of Council held on 27 September 2017**

300/17

RESOLVED (Taylor/Noveska)

That the minutes of the Ordinary meeting of Council held in the Queanbeyan Council Chambers on Wednesday 27 September 2017, be confirmed subject to the following amendment:

- Resolution No. 271/17 was seconded by Cr Schweikert (not Cr Hicks)

The resolution was carried unanimously.

3.2 Minutes of the Planning and Strategy Committee of the Whole held on 11 October 2017

301/17

RESOLVED (Harrison/Hicks)

That the minutes of the Planning and Strategy Committee of the Whole held in the Queanbeyan Council Chambers on Wednesday 11 October 2017, be confirmed.

The resolution was carried unanimously.

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

Council's Sustainability Officer, Mr Shlomi Bonet, presented Council with the Infrastructure Sustainability Council of Australia IS Impact Award 2017 for Queen Elizabeth 2 Park.

The following presenters were heard:

Anne Greenaway - Item 8.1 - Public Exhibition of Draft Community Strategic Plan

302/17

RESOLVED (Taylor/Schweikert)

That Ms Greenaway be granted an extension of three minutes to speak.

The resolution was carried unanimously.

Dianna Barnes - Item 8.4 - Licence Agreement - Googong Residents Association Community Garden at 44 Helen Circuit Googong.

Greg Nye – Referred to two items that were not on the agenda for this meeting and then withdrew his request to speak to two more items when the Mayor advised that the matters he was referring to had been dealt with on a previous agenda.

Anthony Goonan - Item 8.8 - Digital Economy and Smart Community Strategy

303/17

RESOLVED (Taylor/Schweikert)

That Mr Goonan be granted an extension of two minutes to speak.

The resolution was carried unanimously.

A petition from Sandra Young for 'Greater Transparency in Community Dealings' was tabled.

5. MAYORAL MINUTES

5.1 Civic Reception - RFS Brigades and Carwoola Bushfire Appeal Panel

304/17

RESOLVED (From the Chair)

That in respect of the Carwoola and Currandooley bushfires, the Council agree to host a Civic Reception on Thursday 23 November 2017 to acknowledge the efforts of the local RFS brigades and Carwoola Bushfire Appeal Panel.

The resolution was carried unanimously.

6. NOTICES OF MOTIONS OF RESCISSION

6.1 Delegates - Sports Council

MOVED (Bray/Taylor)

That Council rescind Resolution PLA 292/17 (Draft Minutes – Planning and Strategy Committee of the Whole 11 October 2017):

“That:

1. Three Councillor delegates be on the Sports Council.
2. Cr Winchester be appointed as Chair of Council.”

Procedural Motion

MOVED (Brown/Noveska)

That due to the absence of Cr Winchester, Council defer this item of business to the next Planning and Strategy Committee of the Whole meeting.

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

For: Crs Brown, Harrison, Marshall and Noveska

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

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

305/17

RESOLVED (Bray/Taylor)

That Council rescind Resolution PLA 292/17 (Draft Minutes – Planning and Strategy Committee of the Whole 11 October 2017):

“That:

1. Three Councillor delegates be on the Sports Council.
2. Cr Winchester be appointed as Chair of Council.”

For: Crs Biscotti, Bray, Hicks, Overall, Taylor and Schweikert
Against: Crs Brown, Harrison, Noveska and Marshall (did not vote)

7. NOTICES OF MOTIONS**7.1 Delegates - Sports Council**

306/17

RESOLVED (Bray/Taylor)

That:

1. Three Councillor delegates be on the Sports Council.
2. The position of Chair of the Sports Council be rotated between the three Councillor delegates for each meeting.

For: Crs Biscotti, Bray, Harrison, Hicks, Overall, Schweikert and Taylor
Against: Crs Brown, Noveska and Marshall (did not vote)

7.2 Yass Road Speed Camera

307/17

RESOLVED (Brown/Schweikert)

That Council investigate safety concerns associated with the signalised pedestrian crossing on Yass Road and provide a report to Council detailing appropriate treatments to reduce the identified risk.

The resolution was carried unanimously.

7.3 Police Citizens Youth Club (PCYC) for Queanbeyan

308/17

RESOLVED (Brown/Noveska)

That Council liaise with NSW Police and receive a report on the proposed Queanbeyan based Police Citizens Youth Club (PCYC).

The resolution was carried unanimously.

8. DETERMINATION REPORTS**8.1 Public Exhibition of Draft Community Strategic Plan**

309/17

RESOLVED (Hicks/Marshall)

That Council:

1. Note the draft Community Strategic Plan 2018-2028.
2. Place the document on exhibition to seek community comment on its contents and for these to be reported back to Council for the Plan's final endorsement.
3. Publish the 2016 community satisfaction survey.

The resolution was carried unanimously.

- 310/17 **8.2 Contract 10009151 - Tender for the Design and Construction of a 0.5ML Reservoir at Captains Flat**
- RESOLVED (Harrison/Marshall)**
- That Council:
1. Accept the tender from SRG Civil Pty Ltd for the design and construction of a 0.5ML glass fused steel panel reservoir at Captains Flat for the lump sum price of \$549,502 (including GST).
 2. Approve a total budget of \$655,550 to construct the Captains Flat reservoir.

The resolution was carried unanimously.

- 311/17 **8.3 Tender Assessment CW6-2017 - Horizontal Grinder**
- RESOLVED (Harrison/Schweikert)**
- That:
1. Council accept the tender from Lincom Pacific Equipment Pty Ltd for the sum of \$1,028,500 (including GST).
 2. Once the new unit is received and is operational, Council sell the existing mulcher through public auction conducted by a reputable auctioneer.

The resolution was carried unanimously.

- 312/17 **8.4 Licence Agreement - Googong Residents Association Community Garden at 44 Helen Circuit Googong**
- RESOLVED (Biscotti/Taylor)**
- That:
1. Council confirm the issue of a Licence Agreement with the Googong Residents Association for a Community Garden at 44 Helen Circuit, Googong (Lot 1365 DP 1217419) for a five-year term commencing 01 August 2017 in accordance with the standard template and the additional conditions as outlined in the report.
 2. Residents who have objected to the issue of the Licence Agreement be advised of this decision.

The resolution was carried unanimously.

8.5 Dedication of Laneways in Deposited Plan 8456 West Queanbeyan

313/17

RESOLVED (Taylor/Bray)

That:

1. Council support in principle the dedication of all 12 laneways in Deposited Plan 8456 Queanbeyan as public road.
2. The proposal be advertised in a locally circulating newspaper and that the adjoining property owners be advised of this proposal.
3. If no adverse response is received, the application be progressed in accordance with sections 16 & 17 of the *Roads Act 1993*.
4. If objections to the proposal are received, the matter again be considered by the Council.

The resolution was carried unanimously.

8.6 Riverfest Event

314/17

RESOLVED (Taylor/Noveska)

That Council:

1. Note the reasons for withdrawing Riverfest from the 2017 Events Calendar.
2. Review the continuation of Riverfest and the location of the Queanbeyan Christmas party in line with the Strategy for Events to be workshopped and presented to Council early in 2018.

The resolution was carried unanimously.

8.7 Exemption for Alcohol Free Zone - Queanbeyan Community Christmas Party

315/17

RESOLVED (Brown/Noveska)

That Council approve the suspension of the Alcohol Free Zone in Queen Elizabeth II Park on Saturday 9 December 2017 from 6.00 – 9.30pm.

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

Against: Crs Taylor and Biscotti (did not vote)

8.8 Digital Economy and Smart Community Strategy

316/17

RESOLVED (Schweikert/Harrison)

That Council:

1. Note and receive the Community Engagement Summary Report.
2. Endorse the Digital Economy and Smart Community Strategy.

The resolution was carried unanimously.

- 317/17 **8.9 Draft Related Party Disclosures Policy**
RESOLVED (Bray/Marshall)
That Council adopt the draft Related Party Disclosure Policy in line with the requirement of Accounting Standard AASB 124.

The resolution was carried unanimously.
- 318/17 **8.10 QPRC Procurement Policy**
RESOLVED (Brown/Noveska)
That Council adopt the QPRC Procurement Policy.

The resolution was carried unanimously.
- 319/17 **8.11 QPRC Media Policy and Social Media Policy**
RESOLVED (Schweikert/Brown)
That Council defer this item to a workshop to reconsider the inclusion of proposed amendments.

The resolution was carried unanimously.
- 320/17 **8.12 QPRC Health Safety Environmental and Quality (HSEQ) Policy**
RESOLVED (Brown/Bray)
That Council adopt the draft Health Safety Environment and Quality (HSEQ) Policy.

The resolution was carried unanimously.
- 321/17 **8.13 Request for Sponsorship - National Indigenous Touch Football Knockout**
RESOLVED (Taylor/Schweikert)
That Council:
 1. Advise the National Indigenous Touch Football Knockout coaches that, while their event has merit, Council is unable to provide sponsorship for the 2017 Knockout on this occasion for the following reasons:
 - a. their application needs to be considered within Council's annual community grant funding round, rather than as a one-off application prior to that round;
 - b. all applications for community grant funding should be submitted in accordance with the provisions of Part 5 – Category A of the QPRC Donations Policy.
 2. Encourage the National Indigenous Touch Football Knockout coaches to consider submitting an application in the 2018 community grant funding program, to be advertised early in 2018.
The resolution was carried unanimously.

8.14 Bungendore Quilters Inc. Cultural Arts Assistance Scheme Application

322/17

RESOLVED (Schweikert/Taylor)

That Council approve the allocation of a grant of \$1,500 from the Cultural Arts Assistance Scheme to the Bungendore Quilters Inc. to assist in the presentation of their annual exhibition event in the Bungendore War Memorial Hall, 25-26 November 2017.

The resolution was carried unanimously.

8.15 Investment Report - September 2017

323/17

RESOLVED (Schweikert/Biscotti)

That Council:

1. Note the investment income for September 2017 is \$398,838 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2017/18 Financial Year to \$1,157,352 which is \$107,352 above the year to date budget.
2. Note the investment portfolio have been made in accordance with the Local Government Act 1993, the Local Government General Regulations.
3. Note the investment portfolio became non-compliant with the QPRC Investment Policy since the May 2017 downgrading of Bank of Queensland.
4. Restrict any further investment of BBB+ and below rated deposits until the BBB+ and below category meets the required Investment Policy guidelines.
5. Adopt the Investment Report for the month of September 2017.

The resolution was carried unanimously.

8.16 Register of Declarations of Pecuniary Interests and Other Matters

324/17

RESOLVED (Taylor/Bray)

That in accordance with s.450A of the *Local Government Act 1993*, the register of annual returns of disclosures of interest and other matters by designated staff for the period ending 30 June 2017 be tabled.

The resolution was carried unanimously.

8.17 Councillors' Questions

325/17

RESOLVED (Schweikert/Taylor)

That Council note the responses to Councillors' questions.

The resolution was carried unanimously.

9. INFORMATION REPORTS**9.1 TechnologyOne Contract**

326/17

RESOLVED (Marshall/Harrison)

That the report be received for information.

The resolution was carried unanimously.

327/17

RESOLVED (Schweikert/Taylor)

That Items 9.2 to 10.2 be considered together.

The resolution was carried unanimously.

9.2 Royalla Common s.355 Committee minutes

328/17

RESOLVED (Schweikert/Taylor)

That Council note the minutes of the Royalla Common s.355 Committee's meetings held on 19 June, 19 July and 16 August, and the Annual General Meeting on 20 September 2017.

The resolution was carried unanimously.

9.3 Wamboin Hall Management s.355 Committee minutes

329/17

RESOLVED (Schweikert/Taylor)

That Council note the minutes of the Wamboin Hall Management s.355 Committee's Annual General Meeting and Committee meeting held on 26 September 2017 and the 2017 Financial Report.

The resolution was carried unanimously.

9.4 Braidwood Recreation Ground s.355 Committee Minutes

330/17

RESOLVED (Schweikert/Taylor)

That Council note the minutes of the Braidwood Recreation Ground s.355 Committee's meeting held on 2 August 2017.

The resolution was carried unanimously.

9.5 Bungendore War Memorial s.355 Committee Minutes

331/17

RESOLVED (Schweikert/Taylor)

That Council note the minutes of the Bungendore War Memorial s.355 Committee meeting held on 6 July 2017.

The resolution was carried unanimously.

10. COMMITTEE REPORTS**10.1 The Q Board Meeting - July 2017**

332/17

RESOLVED (Schweikert/Taylor)

That Council:

1. Note the minutes of The Q Board held on 29 May 2017.
2. Adopt recommendations TBQ 22/17 to TBQ 23/17 from the meeting held on 24 July 2017.

TBQ 22/17 That the Board resolution outcome report be received for information.

TBQ 23/17 That the Reports One through Six be received for information.

The resolution was carried unanimously.

10.2 The Q Board Meeting - September 2017

333/17

RESOLVED (Schweikert/Taylor)

That Council:

1. Note the minutes of The Q Board held on 24 July 2017.
2. Adopt recommendations TBQ 24/17 to TBQ 25/17 from the meeting held on 25 September 2017.

TBQ 24/17 That the Board resolution outcome report be received for information.

TBQ 25/17 That the Reports One through Six be received for information.

The resolution was carried unanimously.

11. DELEGATES' REPORTS

Nil

12. RESPONSES TO COUNCILLORS' QUESTIONS

This item of business was dealt with in earlier business.

13. COUNCILLORS' QUESTIONS FOR NEXT MEETING

This item of business was dealt with later in the meeting.

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

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

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

PRESENTATIONS

There were no presentations.

334/17

RESOLVED (Marshall/Harrison)

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

Item 15.1 Writing Off Water Usage Accounts Due to Undetected Leaks

"Item 15.1 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest."

Item 15.2 Quarterly Legal Update - October 2017

"Item 15.2 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest."

Item 15.3 Contract Renewal - General Manager, Queanbeyan-Palerang Regional Council

"Item 15.3 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest."

The resolution was carried unanimously.

The meeting then moved into Closed Session at 7.20pm to discuss the matters listed above.

The meeting returned to Open Session at 7.45pm by virtue of Resolution No. 338/17 made in Closed Session.

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

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

15.1 Writing Off Water Usage Accounts Due to Undetected Leaks

That Council write off a total of \$9,742.68 in water charges for the properties listed in the report.

15.2 Quarterly Legal Update - October 2017

That the Quarterly Legal Report be received for information.

15.3 Contract Renewal - General Manager, Queanbeyan-Palerang Regional Council

That Council:

1. Extend the current contract to a total of five years.
2. Sign a new contract of employment with Mr Peter Tegart as CEO/General Manager.
3. Note that the General Manager's Performance Review Committee will finalise a performance agreement with the CEO/General Manager within three months after the new contract commencement date.
4. Secure the services of Local Government Management Solutions to facilitate performance management and assessment and independent remuneration review.

Cr Schweikert raised a point of order stating the item for Councillors' questions had not been dealt with. The Mayor upheld the point of order and brought forward Item 13.

13. COUNCILLORS' QUESTIONS FOR NEXT MEETING

1. Cr Schweikert requested an update on two Development Applications for the Carrington Inn as the applicant expected they would be on the agenda for this meeting. The Portfolio General Manager Natural and Built Character advised the applications will be brought to Council at the next Planning and Strategy meeting on 8 November 2017.
2. Cr Schweikert requested an update on the Food and Farm Trail scheduled in Bungendore next year and advised that the applicant is Ms Jenny Curtis.
3. Cr Marshall referred to the seniors' housing development in King Street Bungendore (DA.2016.206) and the ongoing concern in the community about the contamination of the site and the removal of the contaminated soil and its destination. It is understood conditions in the development consent included testing and satisfactory results before proceeding. Cr Marshall requested Councillors be provided with a copy of the relevant test reports and he also requested consideration be given to releasing these to the community to allay concerns. The Portfolio General Manager Natural and Built Character advised a hard copy will be placed in the councillors room at Queanbeyan chambers.
4. Cr Marshall requested a copy of the report following the community consultation held in October 2016 on options for Foxlow Bridge.
5. Cr Marshall requested a briefing or report on the expenditure of the \$500,000 in Bungendore, \$500,000 in Braidwood, and the \$100,000 in Captains Flat for town beautification. Cr Marshall advised residents have not been able to identify any spending in Captains Flat. He further requested that, if there were any unallocated funds, the elected Council may be involved in allocating them.

The time being 7.52pm, Cr Overall announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**



PLANNING AND STRATEGY COMMITTEE OF THE WHOLE MEETING

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

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

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

MINUTES OF THE PLANNING AND STRATEGY COMMITTEE OF THE WHOLE OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 8 November 2017 commencing at 5.30pm.

ATTENDANCE

- Councillor:** Cr Overall (Chair), Crs Biscotti, Bray AM, Brown, Harrison, Hicks (from 5.43pm), Marshall, Noveska, Schweikert, Taylor and Winchester.
- Staff:** P Tegart, CEO/General Manager; M Thompson, Portfolio General Manager Natural and Built Character; P Hansen, Portfolio General Manager Community Connections and J Richards, Portfolio General Manager Community Choice.
- Also Present:** W Blakey (Clerk of the Meeting) and L Ison (Minute Secretary).

1. APOLOGIES

There were no apologies.

2. PRESENTATIONS/DEPUTATIONS/PETITIONS

The following presenters were heard:

Mr Richard Graham - Item 4.3 - Development Application DA.2017.050 - New Dwelling at 867 Butmaroo Road, Mulloon and Item 4.4 - Modification Application - MOD.2017.064 - Relocation of Reception Building and Carpark at Carrington Inn - 55-59 Ellendon Street, Bungendore.

Mr Graham prefaced his presentation with the advice that he, as the applicant of MOD.2017.064 (Item 4.4), wished to correct the mistake he had made on the application and declared that he had not made any donation or gift to any Councillor or staff.

PLA339/17

RESOLVED (Schweikert/Hicks)

That Mr Graham be granted an extension of four minutes to speak.

The resolution was carried unanimously.

Cr Hicks joined the meeting at 5.43pm.

Mr Alan Longhurst - Item 4.4 - Modification Application MOD.2017.064 - Relocation of Reception Building and Carpark - Carrington Inn, 55-59 Ellendon Street, Bungendore.

Mrs Emma Brooks - Item 5.2 - Planning Proposal - Housekeeping Amendments to Queanbeyan Local Environmental Plan 2012.

3. DECLARATIONS OF INTEREST

PLA340/17

RESOLVED (Taylor/Bray)

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

The resolution was carried unanimously.

Mr Peter Tegart (CEO/General Manager): Declared a significant pecuniary interest for Item 4.1 - Development Application 345-2017 - 17 Feagan Street - Erection of a single storey dwelling house, as he is the joint owner of 17 Feagan Street, Googong.

Cr Tim Overall: Declared a non-pecuniary, less than significant interest, for Item 5.3 - Minor amendment - Section 94 Development Contributions Plan No 11 for the provision of public off-street carparking at Bungendore, as his residence is located in Greenleigh. The draft amendments include clarity on boundary setbacks in the suburb of Greenleigh.

STAFF REPORTS

4. ENVIRONMENT, PLANNING AND DEVELOPMENT

4.1 Development Application 345-2017 - 17 Feagan Street - Erection of a Single Storey Dwelling House

Mr Tegart declared an interest in this item and left the meeting at 5.55pm.

PLA341/17

RESOLVED (Winchester/Marshall)

That Council grant conditional approval to development application 345-2017 on the basis that it is compliant with all sections of the Queanbeyan Local Environmental Plan 2012, the relevant sections of the Queanbeyan Development Control Plan 2012 and Part 6 of the Googong Development Control Plan.

The resolution was carried unanimously.

Mr Tegart returned to the meeting at 5.57pm.

4.2 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 39 and 40 DP754886 Gumms Road, Harolds Cross

PLA342/17

RESOLVED (Schweikert/Taylor)

That this item of business be deferred to the Ordinary meeting on 22 October 2017, at the request of the applicant.

The resolution was carried unanimously.

4.3 Development Application DA.2017.050 - New Dwelling - 867 Butmaroo Road, Mulloon

PLA343/17

RESOLVED (Schweikert/Bray)

That:

1. Approval be granted under Clause 4.6 of the Palerang Local Environmental Plan 2014 to a 1.57m or 15.7% variation to the Clause 4.3 – Height of buildings development standard of the Palerang Local Environmental Plan 2014 for the following reasons:
 - a. the additional building height accommodates the proposed basement structure that removes the need for an expanded building footprint while accommodating the operational needs of the existing agricultural practices undertaken upon the site;
 - b. strict compliance with the development standard serves no practical planning purpose as the impacts of the dwelling are no greater than that of a compliant structure, and
 - c. the proposed building is appropriately sited below ridge lines as to minimise visual prominence within the visual catchment of surrounding dwelling houses which are located more than 2.8km from the proposed dwelling site.

2. Development application DA.2017.050 for the construction of a two (2) storey dwelling house and secondary dwelling at, 867 Butmaroo Road, Mulloon be granted conditional approval.
3. Council notes the applicant's agreement to remove the kitchenette from the caretaker area, thereby negating the presence of a second dwelling.

The resolution was carried unanimously.

4.4 Modification Application - MOD.2017.064 - Relocation of Reception Building and Carpark - Carrington Inn - 55-59 Ellendon Street, Bungendore

MOVED Schweikert/Bray

That:

1. Council grant conditional consent to Modification Application MOD.2017.064 including:
 - Modify conditions 41, 44, 45, 80, 81 and 82 relating to the design standard of onsite car parking, internal roadway and forecourt areas so as to allow for a lowering of the construction standard from a minimum 7mm primer seal and 40mm thick asphalt concrete surfacing to a 100mm 2% cement stabilised treatment of the existing decomposed granite surfaces
 - Modification of condition 43 relating to the design standard of the onsite car parking and internal roadway to allow for the use of castellated (slotted) kerb for stormwater drainage purposes
 - Modification of condition 53 relating to the use of non-potable water.
 - With the exception of: *Deletion of conditions 54, 56 and 91 referencing the use of onsite stormwater detention (OSD) tanks*).
2. A plan to manage the stormwater on site and discharge into Council's system be submitted to Council.
3. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

Cr Harrison foreshadowed a CONTRARY motion: ["That Council defer this item of business to the Ordinary Council meeting on 22 November 2017."]

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

PLA344/17

RESOLVED (Schweikert/Bray)

That:

1. Council grant conditional consent to Modification Application MOD.2017.064 including:
 - Modify conditions 41, 44, 45, 80, 81 and 82 relating to the design standard of onsite car parking, internal roadway and forecourt areas so as to allow for a lowering of the construction standard from a minimum 7mm primer seal and 40mm thick asphalt concrete surfacing to a 100mm 2% cement stabilised treatment of the existing decomposed granite surfaces
 - Modification of condition 43 relating to the design standard of the onsite car parking and internal roadway to allow for the use of castellated (slotted) kerb for stormwater drainage purposes
 - Modification of condition 53 relating to the use of non-potable water.
 - With the exception of: *Deletion of conditions 54, 56 and 91 referencing the use of onsite stormwater detention (OSD) tanks*).
2. A plan to manage the stormwater on site and discharge into Council's system be submitted to Council.
3. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

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

4.5 Guidelines for Reporting Development Applications to Council

PLA345/17

RESOLVED (Harrison/Marshall)

That the "Guidelines for Referral of Development Applications to Council and Independent Assessment of Development Applications" as shown in Attachment 1 be endorsed by Council with points 8 and 9 amended as follows:

- 8a. Six or more written submissions are received opposing a development.
- 8b. Where valid concerns have been raised that cannot be overcome with the conditions of consent.
- 8c. When submissions relate to concerns or substantial adverse impact and where plans cannot be or will not be amended to overcome such concerns.
9. Where the CEO/General Manager receives a request signed from three Councillors to have the development application referred to Council for determination.

The resolution was carried unanimously.

4.6 Council Representatives on the Southern Joint Regional Planning Panel

PLA346/17

RESOLVED (Taylor/Schweikert)

That:

1. Council note that Cr Harrison is now the principal Councillor representative on the Southern Region Joint Regional Planning Panel.
2. Council nominate another Councillor to act as an alternate on the Panel should Cr Harrison be unable to attend JRPP matters.
3. Consultant Planner, Ms Lorena Blacklock, be nominated as the second Council appointed member and planning expert on the Southern Region Joint Regional Planning Panel.
4. The Minister for Planning be notified accordingly.
5. The remuneration level for both representatives on the Southern Joint Regional Planning Panel be set as follows:

A flat minimum of \$600 per meeting plus \$120 per hour of meeting time up to a maximum total of \$1,440 per meeting (inclusive of the base \$600 payment). This is inclusive of all incidental costs including travel and accommodation. The \$120 per hour would be paid in relation to any briefing meetings or site visits held as well as the main JRPP meeting. All fees are exclusive of GST.

6. Council review the nominations following the election of the new Council in September 2020.

The resolution was carried unanimously.

PLA347/17

RESOLVED (Noveska/Taylor)

That Cr Brown be appointed as Council's alternate representative on the Joint Regional Planning Panel.

The resolution was carried unanimously.

4.7 Fire Safety - Eaglehawk Holiday Park, 200 Bidges Road, Sutton

PLA348/17

RESOLVED (Schweikert/Harrison)

1. That Council issue Order No.6 under section 121B of the *Environmental Planning and Assessment Act 1979* to rectify the matters listed below, and further, advise the Commissioner of New South Wales Fire Brigades of this decision, as required by section 121ZD(4) of the Act.
 - a. Install smoke detectors in common areas of lodges.
 - b. Ensure all fire hose reels are maintained and in working order.
 - c. Ensure all exit signs are maintained and in working order.
 - d. Submit certification from a suitably qualified fire consultant that the smoke alarms, exit signs and fire hose reels are operating in accordance with the relevant Australian Standards.
 - e. All egress travel paths to exits are to be cleared and are to remain unobstructed.
 - f. Install self-closing solid core doors in lodges.
 - g. Provide an evacuation plan in accordance with AS 3745-2010, Planning for Emergencies in Facilities.
 - h. A copy of a current Annual Fire Safety Statement is to be prominently displayed.
 - i. The property is to be provided with fire hydrant system. Prior to its installation the design of the hydrant system shall be certified by a suitably qualified fire consultant and submitted to Council. Following its installation in accordance with the approved design certification is to be provided to Council confirming the hydrant system is operating in accordance with the relevant Australian Standards.
 - j. Works to be carried out within the following time frames:
 - a. Items a to e above – 21 days
 - b. Items f to h – 60 days
 - c. Item i above – 90 days unless otherwise agreed by Council in writing.

The resolution was carried unanimously.

4.8 Bungendore Entrance Signage and CBD Wayfinding Signage

PLA349/17

RESOLVED (Schweikert/Biscotti)

That Council:

1. Endorse entrance signage to Bungendore to be modelled on the railway sleeper concept, as listed in Option 2 of the online survey.
2. Endorse the wayfinding signage modelled on the railway sleeper structure as listed as Option 3 in the online survey.
3. Proceed with the purchase and installation of street furniture, i.e. bench seats and bin enclosures to take into the account the requirement for recycling for the Bungendore CBD, with the concurrence with the Bungendore and Town Centre Environs Committee.

The resolution was carried unanimously.

4.9 Naming of Dog Park Googong

PLA350/17

RESOLVED (Schweikert/Biscotti)

That:

1. Council endorse "Barkley Park" as the proposed name for the new dog park at Googong and that the name be placed on public exhibition for a period of 28 days.
2. A report be submitted to Council detailing the outcomes of the public exhibition period.

The resolution was carried unanimously.

5. STRATEGIC DEVELOPMENT

5.1 Progressing New Comprehensive Local Environmental Plan for Amalgamated Council Area

PLA351/17

RESOLVED (Harrison/Winchester)

That:

1. Council note the report to progress a new combined local environmental plan, and that further workshops on this issue are proposed.
2. In conjunction with the outcomes of the workshops and subsequent reports to Council, all necessary actions be taken to prepare a planning proposal for a new combined local environmental plan for the Queanbeyan-Palerang local government area.

The resolution was carried unanimously.

5.2 Planning Proposal - Housekeeping Amendments to Queanbeyan Local Environmental Plan 2012

PLA352/17

RESOLVED (Marshall/Schweikert)

That Council:

1. Take all necessary actions to finalise the draft plan as exhibited.
2. Request the consultant appointed to review and finalise the Floodplain Risk Management Plan for Queanbeyan liaise with residents who have made a submission or made a presentation to the Planning and Strategy Committee meeting on 8 November 2017, to provide further advice in respect of the modelling used to inform the plan and any implications for their respective properties.

The resolution was carried unanimously.

5.3 Amendment to Queanbeyan Development Control Plan 2012

Cr Overall declared an interest in this item, vacated the Chair, and left the meeting at 6.59pm.

The Deputy Mayor, Cr Hicks, assumed the Chair.

PLA353/17

RESOLVED (Schweikert/Taylor)

That pursuant to the *Environmental Planning and Assessment Act 1979* and Regulations 2000, Council adopt the draft amendments to the Queanbeyan Development Control Plan 2012, with the inclusion of the amendments as set out in this report.

The resolution was carried unanimously.

Cr Overall returned to the meeting at 7.09pm and assumed the Chair.

5.4 Proposed Amendments to South Jerrabomberra Development Control Plan (DCP) 2015

PLA354/17

RESOLVED (Schweikert/Harrison)

That the South Jerrabomberra Development Control Plan 2015 be amended as set out in this report and placed on public exhibition.

The resolution was carried unanimously.

5.5 Minor amendment - Section 94 Development Contributions Plan No 11 for the provision of public off-street carparking at Bungendore

MOVED (Schweikert/Hicks)

That:

1. Palerang Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be renamed Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2), and that a note to this effect be put into the body of the Plan reflecting this.
2. Clause 2.13 of the Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be amended to state June 2019 (Amendment No. 2).
3. The Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be amended to include:
 - a. The land use zones B2 Local Centre and B4 Mixed Use instead of referring to the commercial precinct in the repealed 2(V) Village Zone Development Control Plan.
 - b. Reference(s) to Queanbeyan-Palerang Regional Council rather than Palerang Council.
 - c. Reference(s) to the Palerang Local Environmental Plan 2014 rather than the Yarrowlumla Local Environmental Plan 2002.
 - d. Updated population and land development information.
 - e. An adjustment to the contributions rate for each car space from May 2011 to that currently, based on movements to the Consumer Price Index (All Groups Index) for Sydney.
 - f. Other minor administrative changes as necessary.

4. The Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2) be further reviewed once the review of Bungendore Structure Plan has been adopted by Council.
5. The revised Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2) be exhibited for a minimum of 28 days.

Cr Brown foreshadowed a CONTRARY motion: ["That:

1. Palerang Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be renamed Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2), and that a note to this effect be put into the body of the Plan reflecting this.
2. Clause 2.13 of the Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be amended to state June 2019 (Amendment No. 2).
3. The Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be amended to include:
 - a. The land use zones B2 Local Centre and B4 Mixed Use instead of referring to the commercial precinct in the repealed 2(V) Village Zone Development Control Plan.
 - b. Reference(s) to Queanbeyan-Palerang Regional Council rather than Palerang Council.
 - c. Reference(s) to the Palerang Local Environmental Plan 2014 rather than the Yarrowlumla Local Environmental Plan 2002.
 - d. Updated population and land development information.
 - e. An adjustment to the contributions rate for each car space from May 2011 to that currently, based on movements to the Consumer Price Index (All Groups Index) for Sydney.
 - f. Other minor administrative changes as necessary.
4. The Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2) be further reviewed once the review of Bungendore Structure Plan has been adopted by Council.
5. The revised Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2) be exhibited for a minimum of 28 days.
6. Council receive a report on the need for Council carparking in Bungendore in light of the building of the supermarket and its carpark."]

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

PLA355/17

RESOLVED (Schweikert/Hicks)

That:

1. Palerang Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be renamed Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2) and that a note to this effect be put into the body of the Plan reflecting this.
2. Clause 2.13 of the Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be amended to state June 2019 (Amendment No. 2).
3. The Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore be amended to include:
 - g. The land use zones B2 Local Centre and B4 Mixed Use instead of referring to the commercial precinct in the repealed 2(V) Village Zone Development Control Plan.
 - h. Reference(s) to Queanbeyan-Palerang Regional Council rather than Palerang Council.
 - i. Reference(s) to the Palerang Local Environmental Plan 2014 rather than the Yarrowlumla Local Environmental Plan 2002.
 - j. Updated population and land development information.
 - k. An adjustment to the contributions rate for each car space from May 2011 to that currently, based on movements to the Consumer Price Index (All Groups Index) for Sydney.
 - l. Other minor administrative changes as necessary.
4. The Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2) be further reviewed once the review of Bungendore Structure Plan has been adopted by Council.
5. The revised Section 94 Development Contributions Plan No. 11 For The Provision Of Public Off-Street Carparking At Bungendore (Amendment No. 2) be exhibited for a minimum of 28 days.

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

Against: Cr Brown

6. INFORMATION REPORTS

6.1 Information Forums - *Crown Lands Management Act 2016*

PLA356/17

RESOLVED (Marshall/Winchester)

That the report be received for information.

The resolution was carried unanimously.

PLA357/17 **6.2 Applications for Local Places Heritage Grants**
RESOLVED (Marshall/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

**7. NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED
SESSION**

There were no items for closed session.

The time being 7.22pm, Cr Overall announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**

ITEM 3. DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

4.1 Modification Application - MOD.2017.064 - Carrington Inn - 55-59 Ellendon Street, Bungendore. (Ref: C17176826); Author: Marshall/Marshall

Notice

The following rescission motion signed by Peter Marshall, Brian Brown and Kenrick Winchester has been received.

Motion

That Council rescind Resolution PLA344/17 from the Planning and Strategy Committee meeting of 8 November 2017, regarding modification application MOD.2017.064 for the Carrington Inn Bungendore.

Background

A motion contrary to the recommendation was carried at the meeting providing little opportunity to review the content of the conditions that were to be modified. This rescission motion and the accompanying Notice of Motion will give the Council an opportunity to review the affected conditions.

Attachments

Nil

5.1 Modification Application - MOD.2017.064 - Carrington Inn - 55-59 Ellendon Street, Bungendore. (Ref: C17176835); Author: Marshall/Marshall

Notice

Councillor Peter Marshall will move the following motion:

Motion

That modification application MOD.2017.064 for modification of conditions of consent at the Carrington Inn, Bungendore be granted approval subject to modification of the following conditions:

- a) Amend condition 1 - to reflect the inclusion of amended engineering plans prepared by PHL notated as Concept Plan – Section 96 Submission Sheet 2717P Amendment B dated 7 June 2017.**
- b) Amended Condition 41 – Carpark and forecourt including connecting roads are to be designed as 100mm, 2% cement stabilised decomposed granite a minimum 6.0m in width and shall generally be constructed as shown in PHL General Concept Plan, Drawing No.12709 Sheet 3 issue 2A dated 27 October 2016.**
- c) Amended Condition 43 – Car park and internal roadway are to be designed with castellated (slotted) kerb for the parking areas to protect pedestrian areas and to limit vehicle access to the carpark or roadway only. Design wheel stops for all car-parking bays adjacent to the pedestrian paths and to prevent vehicle's overhang from intruding on to pathways, or alternatively, widen the pedestrian path to the minimum required width if a vehicle overhangs the path, (AS2890.1, Clause 2.4.5.2 & 2.4.5.4).**
- d) Amended Condition 44 – Condition to be deleted.**
- e) Amended Condition 45 – As a minimum, car park, internal road and forecourt pavements are to be designed with a 100mm, 2% cement stabilised treatment of decomposed granite. The design of the decomposed granite areas must be submitted for approval with the Construction Certificate application.**
- f) Amended Condition 53 – Stormwater storage and non-potable re-use as per Environmental Review Report dated July 2016, by PHL Surveyors and PHL General Concept Plans, Drawing No.12709 Sheet 3 Issue 2A date 27 October 2016 is to be designed. A non-potable water management plan is to be submitted at the Construction Certificate application stage of the development.**
- g) Amended Condition 80 – Carpark and forecourt including connecting roads are to be constructed as 100mm, 2% cement stabilised decomposed granite a minimum 6.0m in width and shall generally be constructed as shown in PHL General Concept Plan, Drawing No.12709 Sheet 3 issue 2A dated 27 October 2016, the Construction Certificate approved drawings, or as amended by these conditions.**
- h) Amended Condition 81 – Internal carpark, internal road and forecourt shall be constructed to the standards set out in AUS-SPEC #1 Development Specification Series, Construction as amended by Council, except that the finish to internal carpark, internal road and forecourt may be of decomposed granite as per Condition 80.**
- i) Amended Condition 82 – Stabilised decomposed granite car park, internal road and forecourt pavements are to be graded and drained to on-site stormwater infrastructure. At all times, decomposed granite vehicular surfaces are to be maintained in good repair, free from depressions and loose material that can be**

washed into the stormwater network. Additional stabilisation may be required from time to time to reduce dust creation.

- j) **Amended Conditions 54, 56 and 91 – remove any references to On-site Detention Tanks/storage facility and replace with underground storage tanks.**
-

Background

Modification application MOD.201.064 was lodged to amend development consent DA.2016.163. The modifications related to amending or deleting conditions of consent. The modification request was approved at the Planning and Strategy Committee meeting on 8 November 2017 by PLA344/17 so as to modify conditions relating to bitumen sealing of parking areas and onsite stormwater drainage arrangements.

Council staff recommended refusal, the contentious issues being a requirement for a sealed carpark and onsite drainage. The amendments to the conditions would have benefited from a little more time in terms of considering the final wording of the amended conditions to address some of the issues raised.

I recommend that the following wording of conditions be changed. The report includes the original and amended conditions.

Generally

Amend condition 1 - to reflect the inclusion of amended engineering plans prepared by PHL notated as Concept Plan – Section 96 Submission Sheet 2717P Amendment B dated 7 June 2017.

Internal Roads and Carparks

Original Condition 41 – Design an asphalt/reinforced concrete carpark, forecourt including connecting roads a min 6.0m in width, generally as shown in PHL General Concept Plan, Drawing No.12709 Sheet 3 issue 2A dated 27 October 2016.

Proposed Condition 41 – Carpark and forecourt including connecting roads are to be designed as 100mm, 2% cement stabilised decomposed granite a minimum 6.0m in width and shall generally be constructed as shown in PHL General Concept Plan, Drawing No.12709 Sheet 3 issue 2A dated 27 October 2016.

Original Condition 44 – Provide a detailed flexible pavement design, conforming to the procedures set out in AUS-SPEC#1, i.e. Chapter D2. The design must be based on site-existing subgrade CBR information along the routes of all proposed roadways and parking bays using design ESA's of 5x106, with a minimum of a 25 year design life. Pavement design to be generally in accordance with PHL General Concept Plan, Drawing No.12709 Sheet 3 issue 2A dated 27 October 2016.

Proposed Condition 44 – Condition to be deleted

Original Condition 45 – As a minimum, car park, internal road and forecourt pavements are to be designed with a 7mm primer seal and 40mm thick asphalt concrete (AC) surfacing to all internal roadway pavements. Primer seal and AC mix design must be submitted for approval with the Construction Certificate application.

Proposed Condition 45 – As a minimum, car park, internal road and forecourt pavements are to be designed with a 100mm, 2% cement stabilised treatment of decomposed granite. The design of the decomposed granite areas must be submitted for approval with the Construction Certificate application.

Original Condition 80 - Construct carpark, forecourt including connecting roads with an asphaltic/reinforced concrete pavement generally to the design as presented on approved PHL General Concept Plan, Drawing No.12709 Sheet 3 issue 2A dated 27 October 2016, the Construction Certificate approved drawings, or as amended by these conditions.

Proposed Condition 80 – Carpark and forecourt including connecting roads are to be constructed as 100mm, 2% cement stabilised decomposed granite a minimum 6.0m in width and shall generally be constructed as shown in PHL General Concept Plan, Drawing No.12709 Sheet 3 issue 2A dated 27 October 2016, the Construction Certificate approved drawings, or as amended by these conditions.

Original Condition 81 - Internal carpark, internal road and forecourt shall be constructed to the standards set out in AUS-SPEC #1 Development Specification Series, Construction as amended by Council.

Proposed Condition 81 – Internal carpark, internal road and forecourt shall be constructed to the standards set out in AUS-SPEC #1 Development Specification Series, Construction as amended by Council, except that the finish to internal carpark, internal road and forecourt may be of decomposed granite as per Condition 80.

Original Condition 82 – For an asphalt pavement: as a minimum car park, internal road and forecourt pavements are to be 7mm primer seal applied prior to a minimum 40mm thick asphaltic concrete (AC) surface to all internal car park and roadway pavements. Primer Seal and AC mix design must be submitted for approval with the Construction Certificate application.

Proposed Condition 82 – Stabilised decomposed granite car park, internal road and forecourt pavements are to be graded and drained to on-site stormwater infrastructure. At all times, decomposed granite vehicular surfaces are to be maintained in good repair, free from depressions and loose material that can be washed into the stormwater network. Additional stabilisation may be required from time to time to reduce dust creation.

Use of Castellated Kerb

Original Condition 43 – Car park and internal roadway are to be designed with barrier kerb and gutter (BKG) for the parking areas to protect pedestrian areas and to limit vehicle access to the carpark or roadway only. Design wheel stops for all car-parking bays adjacent to the pedestrian paths and to prevent vehicle's overhang from intruding onto pathways, or alternatively, widen the pedestrian path to the minimum required width if a vehicle overhangs the path, (AS2890.1, Clause 2.4.5.2 & 2.4.5.4).

Proposed Condition 43 – Car park and internal roadway are to be designed with castellated (slotted) kerb for the parking areas to protect pedestrian areas and to limit vehicle access to the carpark or roadway only. Design wheel stops for all car-parking bays adjacent to the pedestrian paths and to prevent vehicle's overhang from intruding onto pathways, or alternatively, widen the pedestrian path to the minimum required width if a vehicle overhangs the path, (AS2890.1, Clause 2.4.5.2 & 2.4.5.4).

Use of Non-Potable Water

Original Condition 53 – Stormwater storage and non-potable re-use as per Environmental Review Report dated July 2016, by PHL Surveyors and PHL General Concept Plans, Drawing No.12709 Sheet 3 Issue 2A date 27 October 2016 is to be designed. A non-potable water management plan is to be submitted at the Civil Construction Certificate application stage of the development.

Proposed Condition 53 – Stormwater storage and non-potable re-use as per Environmental Review Report dated July 2016, by PHL Surveyors and PHL General Concept Plans, Drawing No.12709 Sheet 3 Issue 2A date 27 October 2016 is to be designed. A non-potable water management plan is to be submitted at the Construction Certificate application stage of the development.

On-Site Water Detention Tanks

Conditions 54, 56 and 91 – remove any references to On-site Detention Tanks/storage facility and replace with underground storage tanks.

Attachments

Nil

**5.2 Street Lighting in Queanbeyan, Bungendore and Braidwood (Ref: C17178575);
Author: Hicks/Schweikert****Notice**

Councillors Mark Schweikert and Trevor Hicks will move the following motion:

Motion

That:

1. **An audit be carried out of all street lighting in Queanbeyan, Bungendore and Braidwood to identify defective lights and report the results no later than the April meeting of Council.**
 2. **A maintenance/rectification demand, based on the data above, be prepared for Council to send to the provider for rectification.**
-

Background

Council pays a fixed price for electricity and the provision of street lighting, regardless of actual electricity usage or state of the service.

Street lighting has an important safety and crime prevention function.

In our city and major towns, there are significant numbers street lights not working.

The current arrangement is that individuals have to log on to the electricity provider's website to report defective street lights; however, this simply isn't working. Ratepayers either believe it's a Council problem, not aware of how to get lights fixed, the provider won't act on the request or sheer frustration and thus ambivalence to the problem. This is now so widespread and so large that it requires a corporate level representation to the providers in order for action to commence.

While Council is yet to adopt its Community Strategic Plan, the interim strategic directions include; "a well-connected community with good infrastructure enhancing quality of life". The current situation could be seen to be inconsistent with this intent.

It behoves Council to ensure ratepayer value for money by making sure its external service providers, who are charging for a service, are held to account for that service.

Implications

There is a workforce implication in conducting the audit, either in overtime or time off in lieu.

Conclusion

Depending on the results, this could present an opportunity to request/negotiate with the provider on the installation of energy efficient LED street lighting in order to provide an enhanced service at a significantly reduced cost to ratepayers. Such was the experience of Armidale Dumaresq, Glen Innes Severn, Guyra Shire, Gwydir Shire, Inverell Shire, Tenterfield Shire and Walcha councils.

<http://www.rdani.org.au/projects/street-light-upgrades.php>

Once the defect report is received Councillors can then make a decision on which way to proceed.

GM Note:

Council pays street lighting charges in bi-monthly. If a light is not working, Council still pays.

- an infrastructure maintenance charge based on the inventory to essential energy
- electricity charge based on the inventory and operating hours

Council has a link on our website to allow people to report the problems to Essential Energy.

It is understood CBRJO is negotiating a SLUOS contract with Essential Energy to provide LED lamps, and the member councils participated in a bulk street light charge contract.

Attachments

Nil

5.3 Off-leash Dog Area for Captains Flat (Ref: C17179037); Author: Marshall/Marshall**Notice**

Councillor Peter Marshall will move the following motion:

Motion

That Council request a report from the CEO/General Manager on options for an off-leash dog exercise area in Captains Flat.

Background

Council recently heard from a member of the public, resident in Captains Flat, about problematic behaviour of dogs and their owners in the area. One issue mentioned was the absence of an off-leash exercise area for dogs in Captains Flat.

Dogs that are not adequately exercised are more likely to bark problematically, escape, or be exercised off-leash in inappropriate areas (e.g. on-street or in parks).

Councils are required to provide an off-leash exercise area, but in a large local government area with multiple urban centres and villages, this requirement can be minimally met by providing one off-leash area in one location. Queanbeyan-Palerang Regional Council has off-leash areas in Queanbeyan, Googong, Bungendore and Braidwood, but not in Captains Flat.

Off-leash areas are not necessary in rural areas, where residential lots are large enough for exercise on the owners' own property.

Captains Flat residential lots are as small as 450 square metres, which accentuates the problem, as residents have insufficient space to properly exercise their dogs on their own property. Dogs walked on-leash are exercised much less than off-leash, as when off-leash they can run freely, play with each other, fetch balls etc.

Council's only significant landholding in Captains Flat is Wilkins Park, and it may be regarded as unsuitable as an off-leash area due to its uses as a children's playground, picnic area, swimming pool and other sporting and leisure activities. It would also be difficult to fence because of the long boundary with the Molonglo River.

However, Captains Flat village contains numerous Crown Lands blocks which may be available for Council to lease for peppercorn rent (although some are already privately leased, leaseholders may be willing to give these up if not currently used). For example, there is land behind the Bowling Club and hotel which could be a possibility. Such land would need to be fenced appropriately, which would incur a cost. Some may already be fenced, but not adequately. Fencing cost would depend on the size and topography of the block chosen. Crown land at the southern edge of the village has already been designated as a site for a new fire shed, but there may be sufficient residual land for an off-leash exercise area.

There are also very large blocks of public or semi-public land (Crown Lands, Council land and Aboriginal Lands Council land) surrounding the village which are already *de facto* off-leash areas, but which Council may wish to formally designate as off-leash exercise areas (in particular Council's own land that forms the catchment for the dam; obviously permission from the other landholders would be required). By designating this land as off-leash, Council would be better able to regulate their use. However, some of these areas require dog owners to drive to them, or are a long walk with little facility for pedestrians to get to them (e.g. Jerangle Road is unsafe for pedestrians), so would not meet the needs of all dog owners.

Implications

There are no significant financial implications in requesting this report.

Conclusion

Provision of an off-leash dog area in Captains Flat will partly address some of the issues around problematic dog ownership in and around the village.

Attachments

Nil

5.4 Rates Issues (Ref: C17179320); Author: Marshall/Marshall**Notice**

Councillor Peter Marshall will move the following motion:

Motion**That Council:**

- 1. Increase the pensioner rebates in proportion with increases in rates and charges, to take effect from the 2018-19 financial year.**
 - 2. Commence a review of Council's rating structure, with the aim of making rates and charges as affordable as possible.**
 - 3. In the above review, harmonise the rates for Googong township to be equivalent to those for equivalent properties in Queanbeyan.**
 - 4. Request a report from the CEO/General Manager on the potential for rates incentives to encourage the occupation of business premises in the Queanbeyan central business district.**
 - 5. Commit to living within its means and not developing an application for a Special Rate Variation in the term of this Council.**
 - 6. Write to the NSW Government informing them of item 1, and requesting that they implement an annual increase in the pensioner rebates.**
-

Background

1. Pensioner rebates/concessions have been fixed for many years. They are currently \$250 for Rates and \$87.50 each for water and sewer charges. There is no specific rebate for waste charges.

Pensioner rebates are partly-funded by the NSW Government, and councils have not increase the amount of the rebate because the NSW Government has not increased their contribution.

Consequently, the real value of the pensioner rebates has been eroded.

This motion seeks to make a small but symbolic commitment to increasing pensioner rebates in line with increases in council rates and charges.

For example, a pensioner paying \$1000 in rates in the 2017/18 financial years currently receives a \$250 rebate/discount. If the 2018-19 rate cap/peg is 1.5% and council applies the full amount, the pensioner's rates bill will be \$1015 and their rebate/discount will be \$253.75. They will still experience an increase of \$11.25 in the amount they must pay to council.

Water and sewer charges are not capped/pegged. This motion is worded so as to convey the intention that the rebate be increased by the same percentage as the increase in the charge. For example, if the pensioner's sewer charge in the 2017-18 financial year is \$500, their current rebate/discount is \$87.50, and council increases the sewer charge by 5% for the 2018-19 financial year, the pensioner's sewer charge will be \$525 with a discount/rebate of \$91.875. The payable sewer charge will still increase by just over \$20.

Council may wish to consider developing an analogous rebate/discount on waste charges, noting that this would be from a starting point of zero.

It is noted that ratepayers in the former Queanbeyan City Council area already have an extra pensioner rebate of \$40 per year, not indexed, to compensate for a Special Rate

Variation introduced in the early 2010s. Council may wish to increase this amount also, in line with the annual increase in rates.

2. Council is unable to change its Rates Model until 2020 or thereabouts. However, there is no impediment to Council developing a new Rates Model so that it is “shovel ready” to be implemented when possible to do so.
3. In or around 2012/13, when there were no occupied premises in Googong and Tralee, Queanbeyan City Council implemented a new Rate for those suburbs. The result was a substantially higher level of Rates for residential properties in Googong than for properties in Queanbeyan of similar value. This is an inequitable situation and needs to be reversed. Unfortunately it cannot be changed until 2020 or thereabouts. (It would be possible to implement a Rates rebate for Googong properties, to bring them to a level similar to Queanbeyan, but the cost would be hundreds of thousands of dollars per year – nonetheless, Council may wish to pursue this in the interests of equity).

Reducing Rates in one area results in increasing Rates elsewhere, if the overall revenue is to remain unchanged. However, because of the much smaller number of properties in Googong compared to Queanbeyan, the effect on Rates for Queanbeyan properties will be fairly small. However, the effects on Council’s long-term revenue may be larger, in particular if this has included projections based on the eventual number of properties in Googong and the current inequitable Rates.

4. Queanbeyan CBD has a high number of highly visible empty commercial premises. While Council has a long-term plan for revitalisation of the CBD, there may be strategies which Council can adopt to encourage lettings. Examples include: a Rates rebate – while a Rates rebate would go to the property owner, not necessarily the tenant, it may be possible to tie this to a concomitant reduction in rent charged to tenants; alternatively Council could use the Rates to provide direct incentives to commercial tenants of currently unlet properties. Council could also consider purchasing properties for its own use, or to lease out at rents set to encourage letting.
5. During the election campaign, most councillors made statements as candidates that they would keep rates low and/or spend ratepayer funds responsibly. This part of the Motion is consistent with those election promises.
6. In increasing pensioner concessions would be QPRC leading the way as a Council that cares for those less able to afford rates. It should write to the NSW Government to advise them of Council’s position so as to encourage them to “come to the table”.

Implications

1. Council’s 2017-18 revenue policy notes that: *“The estimated amount granted for pension rebates in 2017-18 is estimated to be \$965,945 for the combined Queanbeyan-Palerang Council. The cost to council is estimated at \$434,675.”* [The balance is funded by the NSW Government.]

Based on these figures it is estimated that a 1.5% increase to the \$250 pensioner rebate on rates would equate to approximately a cost to council of approximately \$8500 in 2018-19. A 5% increase (which is a high estimate) in water and sewer fixed charges with a

concomitant 5% increase to the pensioner rebate, would equate to a cost of approximately \$20,000. These costs to council would be expected to increase by a similar amount each year unless and until the NSW Government increased its contribution to the rebate.

Points 2, 3, 4, 5 and 6 above have no immediate financial implications (or none at all), as they would each require further report back to Council and further resolution/s.

Conclusion

By resolving as above, Council will show itself to be fiscally responsible, responsive to the needs of the less well-off, and interested in the economic vitality of the Queanbeyan CBD.

GM Note:

The general rate pricing path freeze concludes 2020/21. Council may revise or harmonise its rate categories and rating structure prior to that date, to take effect from that 2021 financial year (which follows the next general election in September 2020). Differential charging by rate categories or sub-categories may be considered then. It may be possible to modify the general rate base charge (subject to approval), without altering the total yield. Harmonising the Googong ad valorem to the Queanbeyan equivalent had been explored, but was not permitted until 2021.

The draft financial plan presented with the Resourcing Strategy placed on exhibition in August, proposed a 1% pa SRV above CPI to meet the FFF financial benchmarks, including reduction of the asset backlog. Since then, a revised capital plan has been drafted comprising a mix of debt and grants to construct new and renewed assets which would accelerate the reduction of the backlog. Council is yet to re-consider the financial plan and Resourcing Strategy until it finalises the draft 3 year Delivery Program early in the new year.

Attachments

Nil

6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross (Ref: C17177623; Author: Thompson/Thompson)

Summary

Previous History

This application was considered by Council at its meeting on 8 November 2017. At the request of the applicant, Council resolved to defer consideration of the application so that he had the opportunity to address Council. As such, the report is resubmitted to Council with only minor changes to ensure references to the lot numbers are correct.

Reason for Referral to Council

This application has been referred to Council as the assessment recommends refusal of the application, has potential impacts on setting precedents for future development and it is in the public interest to have the matter considered by Council.

Proposal:	Eco-tourist Facility
Applicant/Owner:	Owen Maguire
Subject Property:	Lots 38 & 39 DP754886, Gumms Road, Harolds Cross
Zoning and Permissibility:	RU1 Primary Production under Palerang Local Environmental Plan 2014
Public Submissions:	Four (4)
Issues Discussed:	Planning Requirements Dwelling Entitlement
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

Recommendation

That:

- 1. Development Application DA.206.192 for an eco-tourist facility at Lots 38 & 39 DP754886, Gumms Road, Harolds Cross be refused for the following reasons:**

Reasons for Refusal:

- (a) The subject site fails to satisfy the requirements of Clause 4.2A Erection of dwelling houses in certain rural, residential and environment protection zones of the Palerang Local Environmental Plan 2014 as it does not possess a dwelling entitlement. As such, Council is unable to grant consent to the proposed manager's residence (Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979).**
 - (b) The subject application was accompanied by insufficient information to satisfactorily establish the proposed development's compliance with the requirements of Clause 5.13 Eco-tourist facilities of the Palerang Local Environmental Plan 2014. As such, Council is unable to grant consent to the proposed Eco-tourist facility (Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979).**
 - (c) The subject application was accompanied by insufficient information to the determine the likely impacts of the development upon the natural and built**
-

6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross (Ref: C17177623; Author: Thompson/Thompson) (Continued)

environment (Section 79C(1)(b) of the Environmental Planning and Assessment Act 1979).

(d) By contravening development standards established under the Palerang Local Environmental Plan 2014 the proposed development is contrary to the public interest (Section 79C(1)(e) of the Environmental Planning and Assessment Act 1979).

2. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.
 3. The NSW Rural Fire Service be forwarded a copy of Council's Notice of Determination.
-

Background

History of the Site

The site consists of two original portions that do not (individually or combined) have building entitlements as they were part of a greater holding.

A search of Council records indicates a subdivision certificate for a boundary adjustment undertaken under the Exempt Development provisions of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 was released by Council in 2014 under SDC.2014.002. This Subdivision certificate is yet to be registered.

Proposed Development

The subject development application seeks approval to construct and operate an Eco-tourist facility including a caretaker's dwelling upon the site. The specific elements of the proposal are as follows:

- Installation of two manufactured cabins each including two (2) bedrooms, a bathroom, living area and kitchen to the north of the site;
- Installation of solid fuel heaters within each proposed cabin
- Construction of a two-storey, two-bedroom manager's residence located to the south of the site; and
- Installation of two onsite sewage management systems.

Note: the initial proposal included the installation of a third manufactured cabin within close proximity of the proposed dwelling; however, this structure was deleted in subsequent amendments to the proposal.

Subject Property

The subject site consists of two lots, Lot 38 & Lot 39 of DP 754886, with a combined site area of 32.08Ha. The subject site is accessed by Gumms Road, which runs through a number of properties including the subject site (Refer Figure 1).

The site contains slopes ranging from 5-15 degrees with a significant drainage line running west to east through the middle of current lot 38. Vegetation upon the site consists predominantly of open grassland with pockets of regrowth woodland along the site's eastern boundary. Areas of woodland vegetation are also present on the surrounding lots on the northern, eastern and southern boundaries.

6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross (Ref: C17177623; Author: Thompson/Thompson) (Continued)

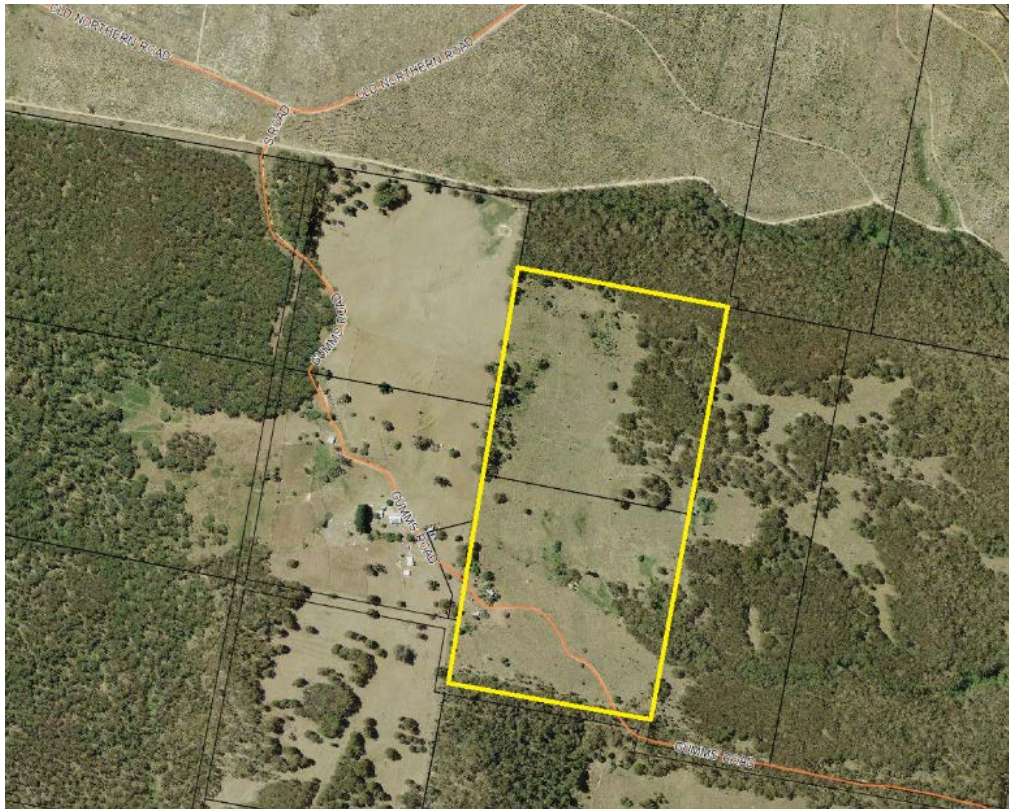


Figure 1 - Yellow outline – Subject Property

Planning Requirements

Assessment of the application has been undertaken in accordance with Section 79C(1) of the *Environmental Planning and Assessment Act (EPAA) 1979*, as amended. The matters that are of relevance under Section 79C(1) are summarised in the attached *Section 79C(1) Table – Matters for Consideration*.

The following planning instruments have been considered in the planning assessment of the subject development application:

1. State Environmental Planning Policy (Building Sustainability Index (BASIX)) 2004
2. State Environmental Planning Policy No. 55 – Remediation of Land
3. State Environmental Planning Policy (Rural Lands) 2008
4. State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011
5. Palerang Local Environmental Plan 2014 (PLEP).
6. Palerang Development Control Plan 2015 (PDCP)

6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross (Ref: C17177623; Author: Thompson/Thompson) (Continued)

The significant issues relating to the proposal for the Council's consideration are:

(a) Compliance with SEPP (BASIX)

The subject application is accompanied by a BASIX Certificate (753365S) identifying the proposed manager's residence as satisfying the relevant provisions of the BASIX scheme.

(b) Compliance with SEPP 55 – Remediation of Land

An assessment of the proposed development against the relevant provisions of SEPP 55 found the subject site to be suitable in its current state for the purpose of the proposed development. See attached *Section 79C(1) Table – Matters for Consideration* (Attachment 1) for detailed assessment.

(c) Compliance with SEPP (Rural Lands)

The proposed development resulting in no significant impacts upon surrounding land uses satisfies the relevant development standards of SEPP (Rural Lands). See attached *Section 79C(1) Table – Matters for Consideration* (Attachment 1) for detailed assessment.

(d) Compliance with SEPP (Sydney Drinking Water Catchment)

A NorBE assessment found the proposed development to have neutral effect upon water quality within the drinking water catchment. As such, the proposed development satisfies the relevant provisions of SEPP (Sydney Drinking Water Catchment). See attached *Section 79C(1) Table – Matters for Consideration* (Attachment 1) for detailed assessment.

(e) Compliance with PLEP 2014

The subject site is zoned RU1 Primary Production zone under the PLEP 2014. The use of the site for the purposes of an eco-tourist facility and dwelling houses is permissible with consent with the RU1 Primary production zone, subject to compliance with the development standards established under Clause 4.2A and 5.13 of the PLEP 2014.

The proposed development fails to satisfy any of the development standards established under Clause 4.2A of the PLEP 2014 relating to the erection of dwelling houses on land in certain rural residential and environmental protection zones.

In addition the subject application was accompanied by insufficient information to suitably establish the proposed development as satisfying the above matters. It is unclear as to how a direct connection exists between the development and ecological, environmental and cultural values of the site or area, how the development promotes positive environmental impacts, and how the site will be protected to ensure the continued protection of natural resources. Further, the subject application was not accompanied by a management strategy for minimising any impact on the natural environment. As the proposed development has not satisfactorily addressed the matters outlined within Clause 5.13 of the PLEP 2014, Council is unable to grant consent to the proposed development.

(f) Compliance with PDCP 2015

The proposed development is generally consistent with the provisions of the PDCP 2015. See attached *Section 79C(1) Table – Matters for Consideration* (Attachment 1)

6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross (Ref: C17177623; Author: Thompson/Thompson) (Continued)

(g) Other Matters*Ancillary development*

As the subject site does not possess a dwelling entitlement under the PLEP 2014, the proposed development relies upon the dwelling forming an ancillary component of the use of the site as an eco-tourist facility for permissibility. In determining the ancillary nature of development, the ancillary use must be subservient to the dominant/primary use of the site.

The applicant has suggested a nexus exists between the dwelling and the use of the site as an eco-tourist facility in the need for ongoing property maintenance. The proposed dwelling is physically isolated from the proposed cabins and represents 37.8% of the total proposed gross floor area of the site. The scale of the proposed facility being for only two x two-bedroom cabins is considered unlikely to generate such additional demand for property maintenance that an onsite caretaker is required. As such, the proposed dwelling is considered to be of a scale beyond that which could be considered as being subservient to the proposed tourist facility and therefore constitutes a land use in its own right. As such, the proposed dwelling is prohibited.

In seeking to justify the proposed residence, the applicant made reference to a previously approved manager's residence at 248 Little River Road, Braidwood. A review of Council's records identified that this structure was approved in 2006 under the former Tallaganda Local Environmental Plan 1991 which included a development standard specific to dwellings ancillary to a use for which an allotment was created. As such, this approval establishes no precedent for the subject application.

It should be noted that Council's officers held conversations with the applicant regarding the potential to consider just the Eco-tourist component of the development, however the applicant advised that they have no interest in removing the dwelling from the application and wish the application to be considered in its current form.

In summary, Council is concerned that the proposal is utilising the permissibility of an Eco-tourist facility to create a de-facto dwelling entitlement on land where it would not otherwise be permitted.

Other Comments(a) NSW Rural Fire Service

The proposed development is classified as a "special fire protection purpose" under Section 100b of the *Rural Fires Act 1997*. As such the proposed development is defined as integrated development under Clause 91 of the *Environmental Planning and Assessment Act 1979* and requires the concurrence of the NSW Rural Fire Service. General Terms of Approval were received from the NSW Rural Fire Service for the proposed development on 17 August 2017.

(b) Building Surveyor's Comments

Council's Building Surveyor raised no objection to the proposal subject to compliance with the recommendations contained within the On-site Sewage Management System Report prepared by Andrew Cassim.

6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross (Ref: C17177623; Author: Thompson/Thompson) (Continued)

(c) Development Engineer's Comments

Council's Development Engineer raised no objection to the proposed development subject to the construction to Council's standards of new vehicular access points and internal access roads from Gumms Road to the two proposed development areas upon the site.

Engagement

The proposal required notification under Part E of the PDCP 2015. The application was initially notified and advertised from 21 December 2016 to 18 January 2017 and then subsequently renotified from 17 February to 3 March 2017 following amendments to the proposal. Three submissions were received during the initial notification period and a further one submission during the second notification period. These submissions raised concerns in relation to traffic/access impacts, loss of amenity, suitability of effluent disposal measures, risk to property, suitability of proposed uses and environmental impacts. These matters are discussed in detail within the attached *Section 79C(1) Table – Matters for Consideration* (Attachment 1).

Compliance or Policy Implications

The approval of the proposed manager's residence as an ancillary component to the use of the site as an eco-tourist facility would establish an undesirable precedent under the Palerang Local Environmental Plan 2014 for the approval of dwelling houses upon allotments which do not otherwise possess a dwelling entitlement. As such, it is recommended that the application not be supported.

Conclusion

The submitted proposal for the use of the site as an eco-tourist facility and manager's residence on Lots 38 and 39 DP754886, Gumms Road, Harolds Cross has been assessed under Section 79C *Environmental Planning & Assessment Act 1979* including the relevant provisions of State Environmental Planning Policy (Rural Lands) 2008, State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011, *Palerang Local Environmental Plan 2014* and Palerang Development Control Plan 2015.

The development does not satisfy the requirements the Palerang Local Environmental Plan 2014 in that the site fails to satisfy the requirements of Clause 4.2A relating to the construction of dwelling houses in certain rural, residential and environmental protection zones and as such does not possess a dwelling entitlement and insufficient information accompanied the application to determine its compliance with Clause 5.13 Eco-tourist facilities. Accordingly, it is recommended that the subject application be refused.

Attachments

- | | |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Attachment 1 | Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross - Section 79C(1) Table - Matters for Consideration (<i>Under Separate Cover</i>) |
| Attachment 2 | Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross - Site Plan (Dwelling) (<i>Under Separate Cover</i>) |
| Attachment 3 | Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross - Dwelling Plans (<i>Under Separate Cover</i>) -
CONFIDENTIAL |
| Attachment 4 | Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross Site Plan (Cabins) (<i>Under Separate Cover</i>) |

6.1 Development Application DA.2016.192 - Proposed Eco-Tourist Facility - Lot 38 and 39 DP754886 Gumms Road, Harolds Cross (Ref: C17177623; Author: Thompson/Thompson) (Continued)

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|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Attachment 5 | Council Meeting - 22 November 2017 - DA.2016.192 - Gumms Road Harolds Cross - Cabin Plans (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 6 | Council Meeting - 22 November 2017 - DA.2016.192 - Submissions (<i>Under Separate Cover</i>) |
| Attachment 7 | Council Meeting - 22 November 2017 - DA.2016.192 - Applicants Submission (<i>Under Separate Cover</i>) - CONFIDENTIAL |

6.2 Proposed Memorandum of Understanding with NSW Department of Education Relating to Beneficial Co-funding and Co-use of New Community and Sports Facilities at School Sites in the Region (Ref: C17177442; Author: Thompson/Thompson)

Summary

In discussing the provision of a new school site for the upcoming South Jerrabomberra urban release area, Council was approached by the NSW Department of Education to ascertain whether it would be interested in entering into arrangements that might see the beneficial co-funding and subsequent co-use of new community facilities at school sites in the region. This report provides background to those discussions and a way forward should Council wish to pursue this course of action.

Recommendation

That Council sign a memorandum of understanding with the NSW Department of Education in relation to the potential joint use of facilities.

Background

Council staff met with the NSW Department of Education on 6 June 2017 and received a presentation on the potential for joint and shared use of facilities at school sites across the local government area. While the discussions were initiated by discussions about potential joint uses at the future South Jerrabomberra school site, the Department explained that it was part of the *Schools Assets Strategic Plan* review to look at joint and shared use opportunities.

During the presentation, the distinction between joint use and shared use was explained.

- "Shared use" means parts of an existing school where the school's assets remains within full control of the school and there is little embellishment to the asset required to allow for shared uses.
- "Joint Use" is where new or upgraded facilities or planned "community hubs" are provided, whether or not it is on school land, and is jointly shared between the school and another organisation.

There is an opportunity through Joint Use Projects to minimise duplication of facilities and maximise use of valuable community assets. In this current environment, the benefits of joint use are significant, including:

- More efficient use of land, thereby reducing the cost of urban development;
- Cost sharing of capital, maintenance and management;
- Providing a higher quality and better standard of assets through pooling of resources and capital; and
- Enhanced relationships between schools and their communities.

6.2 Proposed Memorandum of Understanding with NSW Department of Education Relating to Beneficial Co-funding and Co-use of New Community and Sports Facilities at School Sites in the Region (Ref: C17177442; Author: Thompson/Thompson) (Continued)

The mechanism through which the Department facilitates joint and shared uses is via a memorandum of understanding (MOU). In being party to the MOU, the Council is agreeing to explore potential opportunities but there is no obligation to enter into a joint use project.

The MOU provides a mechanism which would:

- develop enhanced levels of trust;
- keep communication honest and open;
- allow an understanding of each other's opportunities and constraints at the beginning of each process;
- have an open book approach;
- allow joint problem solving;
- ensure that those involved in negotiations have approval to negotiate on behalf of their organisation;
- allow an understanding of each other's approval processes.

The Department provided several examples where councils had signed an MOU and then gone on to provide shared and joint use facilities.

Examples included:

New School at Ballina – Council's 2030 strategy No.1 priority is a regional indoor sporting centre. Desire for the equivalent of a complex that has capacity for 4 courts. Investigated for 5+ years. DoE and Ballina Council have been actively working together on the project and are at the stage where they are progressing a Joint Heads of Agreement as to the operational, capital and management costs. Although the school only requires a single court and a performing arts and movement facility, the four court option has been developed by:

- The Department and Council apportioning capital cost along day to day use.
- Having a design which focuses on the ability to operate separately as needed (community access direct to portion of the site).
- Both parties leveraging each other to obtain a significant increase facility and quality scale including the Department supporting grant applications of Council.

LGA Joint Use – The Hills Council - DoE and Council preparing an LGA based strategy for joint use opportunities throughout The Hills LGA. The strategy includes:

- Initial identification of 10 school sites
- Links to Council strategies
- Immediate - New Primary School + 2 courts, basketball and synthetic field
- Short term - 7 grassed fields + 2 synthetic fields
- Medium term - 2 full community/ education facilities

Other examples of joint uses under consideration with councils include:

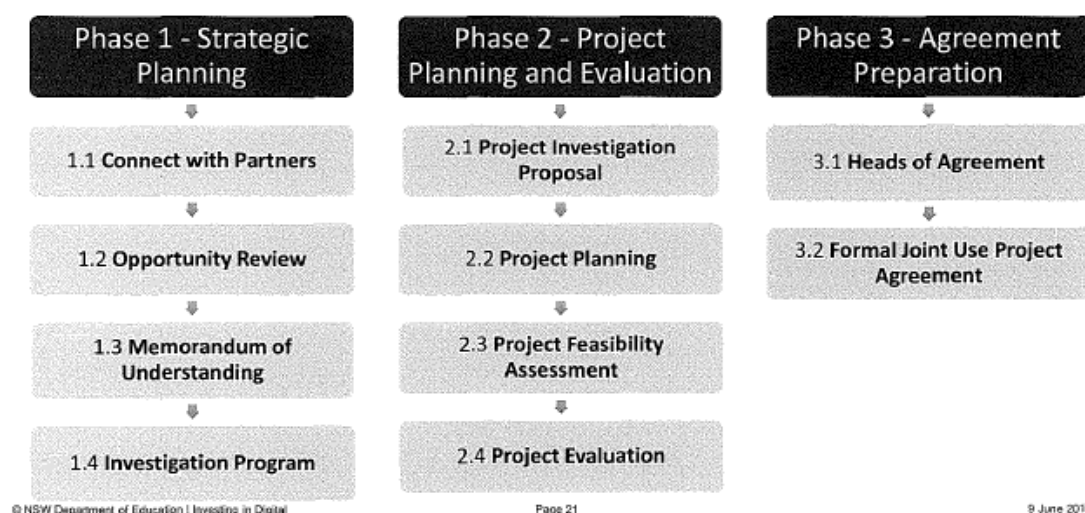
- Community gardens
- Future child care opportunities to cater for growth
- Upgrade and sharing of school hall
- Shared use of Sportsgrounds
- Shared Library
- Joint/collocated facilities in greenfield areas
- Before- and after-school and vacation care spaces

6.2 Proposed Memorandum of Understanding with NSW Department of Education Relating to Beneficial Co-funding and Co-use of New Community and Sports Facilities at School Sites in the Region (Ref: C17177442; Author: Thompson/Thompson) (Continued)

Potential opportunities in the local area include a joint use project for a Regional Sporting facility in conjunction with a sporting school in South Jerrabomberra (see Attachment 1) and upgrade of existing poorly used turf fields in high schools.

The Department have provided the following process flowchart to show where the different aspects of a partnership would take place.

JOINT USE – PROCESS FLOWCHART



A copy of a draft Memorandum of Understanding is provided in Attachment 2 for Council's consideration. As previously indicated, the MOU simply provides a framework for Council to hold discussions with the Department to see if there are advantages to both Council and DoE in considering joint or shared use of facilities when establishing new schools and/or community and sports facilities. It is recommended that Council endorse the MOU.

Attachments

- | | |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------|
| Attachment 1 | Preliminary Site Concept - Indicative Option 1 - School Site South Jerrabomberra (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 2 | Joint Use Project Template 1.1 - MOU (JN V2) (002) (<i>Under Separate Cover</i>) |

6.3 Queanbeyan Carparking Plan (Ref: C17179658; Author: Tegart/Tegart)

Summary

Presenting report on revision of the Queanbeyan Carparking Strategy, having regard to the 2009 CBD masterplan, 2015 Carparking Strategy, 2017 CBD Transformation Strategy and 2017 Digital Economy and Smart Community Strategy. The draft Plan includes options to consolidate Queanbeyan CBD off street carparking, repurposing existing carparks and developing a park and ride system.

This report proposes Council explore:

- Updating the Queanbeyan Carparking Strategy and drafting a Carparking Plan
- Construction of decked/multistorey carparks
- Construction of basement carparks
- Formalised carparking at reserves
-

Recommendation

That Council:

- 1. Receive and note the report on Queanbeyan CBD Carparking.**
- 2. Seek business and community feedback on the draft Queanbeyan Carparking Plan, carpark sites and pedestrian connections, in conjunction with community engagement on the QCBD Masterplan.**
- 3. Consider the Plan's Principles, Options and Financing in the respective DCP, Capital Plan and Financial Plan.**
- 4. Include 'smart parking' principles and infrastructure in the design of redeveloped carparks.**
- 5. Include the smart parking and construction estimates of those carparks in revised development contribution plans and voluntary planning agreements, and carspace leasing agreements.**
- 6. Consider in the revision of the Carparking DCP, options to share car spaces for different uses outside core hours, mechanisms to free up high turnover public car spaces, and reduction of carspace requirements for expansion of current developed uses or residential apartments close to public transport nodes.**
- 7. Consider commissioning reports on the:**
 - a. feasibility of aggregating carspaces into Morisset and Crawford carparks and subsequent offsets on demand for new commercial space/year**
 - b. impact of higher s94 contributions in development**
 - c. impact of more timed parking on patronage and business**
 - d. likelihood of employees utilising untimed carparks on CBD perimeter**

Background

In December 2015 and March 2016 Council considered a report on the potential placement of a cinema at Morisset Carpark and CBD carparking. The Queanbeyan Cinema Masterplan and Parking Strategy was exhibited in January/February 2016, with a subsequent report in March 2016 leading to expressions of interest (EOI) being called for a mixed use development, comprising a cinema at the carpark site. After negotiations, the EOIs were reported to Council

**6.3 Queanbeyan Carparking Plan (Ref: C17179658; Author: Tegart/Tegart)
(Continued)**

in November 2016 when it was resolved Council 'not accept any cinema development proposal emanating from the EOIs for the Morisset carpark and advise the cinema proponents accordingly'.

On 8 February 2017, Council further resolved to defer consideration of the updated carparking strategy, pending a report on estimates and options for construction of formal carpark at the showground and multi-deck carpark at both the Morisset Street sites.

The ACT Cost of Building Work Determination 2015: BCA Class 7 indicates the following rates of construction (excluding land):

- Basement carpark: \$1350/m² (at 30m²/space), equates to \$40k/carspace
- Decked carpark: \$1210/m² (at 30m²/space), equates to \$35k/carspace
- Ground carpark: \$850/m² (at 30m²/space), equates to \$25k/carspace

Councillors held a workshop on carparking on 15 November 2017.

The draft Queanbeyan Carparking Plan has been distributed for councillors. The Plan will be published for community feedback with the QCBD Masterplan.

Implications***Strategic***

The 2015 QCBD Cinema and Carparking Strategy proposed a mix of decked and basement off street carparks at Council sites in Morisset, Lowe and Rutledge Streets and formalised carparking at the Showground. Those sites would need to offset any at-grade car spaces lost from redevelopments around the CBD.

The Plan included the following principles:

(c) Activation of the rear of Monaro Street properties by improved design of the carparks and adopting Councils "active" frontage development guidelines to these new frontages facing these new carparks.

(d) Relocating all long stay (all day) parking away from these core shopper parking areas to open up parking for visitors and the community wishing to enjoy the life, shopping, entertainment, culture, community and business life in the city centre. Parallel with this relocation of all day parking out of the core area is the need to ensure approximately 200 short stay parking spaces are available in each of the core.

(e) Undertake the preparation of separate masterplans for the other two superblocks (carparks) ie the Q Carpark + the Rutledge Street Carpark.

In essence, that masterplan has been prepared for the Lowe carpark in conjunction with the QBN head office redevelopment. Subject to further work and consultation with the QCBD masterplan refresh, it is proposed a similar public domain connection be established in the Morisset (south) carpark between Lowe and Crawford Streets.

Adopted at the March 2017 meeting, the QCBD Transformation Strategy notes much of the CBD congestion emanates from drivers circulating in the CBD looking for parking spaces. Installation of 'smart parking' technology into carparks, vehicle count sensors into street

**6.3 Queanbeyan Carparking Plan (Ref: C17179658; Author: Tegart/Tegart)
(Continued)**

lighting poles and use of parking apps could be explored to ease the congestion. That position was reinforced in the Digital Economy and Smart Community Strategy recently adopted.

Many of Council's public car parks are fully occupied during business hours by employees and owners, limiting access by shoppers and visitors, then are left mostly vacant out of hours. Options to share car spaces for different uses outside core hours should be explored and mechanisms to free up high turnover public car spaces.

The QCBD Strategy proposed this a Carparking Plan to review the current parking regime, and local concerns that parking restriction and parking patrol times are affecting business opportunities and economic activity. The Plan explores options for employee and patron parking, free timed parking and dual use parking to support economic activity and the needs of visitors and shoppers. The Carparking Plan will work in unison with the objectives of the Property Plan and Transport Plan to deliver a holistic approach to people and traffic movements in the CBD transformation.

Residential redevelopments on CBD sites must provide carparking on site in accord with the carparking code, however some smaller commercial carparking demand may be aggregated into a central carpark such as Morisset Street, by acquisition or contribution to that carpark.

Provision of all-day parking on the CBD fringe at the Showground and Old Nursery sites (noting its proximity to the bus interchange), may be used to encourage employees to park at those sites rather than occupy central CBD car spaces that may otherwise be available to retail and commercial patrons.

In conjunction with the community engagement on the CBD masterplan, it is proposed the update of the Carparking Plan be included in the community engagement for feedback:

- Redevelopment of Morisset Street carpark into mixed use commercial development, comprising commercial and cinema uses; 4-5 decks of carparking including provision for leased/purchased parking from other CBD sites; retained vehicular movement for loading and access to private carparking; shared public domain including piazza; and vehicular/pedestrian connections from carpark to Monaro, Crawford, Lowe and Morisset Streets.
- Expansion of Crawford Street carpark to 2-3 decks, including provision for leased/purchased parking from adjacent redeveloped Crawford/Morisset Street sites.
- Replacement of Lowe Street at grade carpark around The Q with basement parking and at-grade parking to enable development of a public domain 'civic square' in conjunction with development of Queanbeyan head office and smart hub.
- Incorporation of basement or decked carparking into any redevelopment of Rutledge Street carpark.
- Formalised at-grade parking at the Queanbeyan Showground and old nursery site (Collett Street).
- Inclusion of estimates for the above carpark elements in a revised carparking s94 development contributions plan and planning agreement framework.
- Review the carparking code to enable the dual use of car spaces (e.g. office/commercial use during business hours, and entertainment uses after hours, such as restaurants, theatre), and reduction of carspace requirements for residential apartments close to public transport nodes.

**6.3 Queanbeyan Carparking Plan (Ref: C17179658; Author: Tegart/Tegart)
(Continued)**

Asset

Redevelopment and expansion of Council car parks and other uses would be included in the assets register and increase the asset maintenance and renewal profiles and costs. By its resolution on 9 March 2016, Council had authorised staff to commence internal work to scope the planning, pedestrian and traffic requirements for redevelopment of the Morisset carpark site.

In line with current discussions with government, the design of the upgraded carparking facilities would include 'smart parking' initiatives to ease traffic congestion and access to available spaces.

Some of the works on car parks would be considered renewal, while the construction of decked or basement car parks would be considered upgrades. Maintenance schedules and costing would require updating.

Financial

To recycle existing carparking spaces into public domain, and convert some car parks into undercover, secure and smart facilities will require a mix of debt, development contribution, lease and joint venture arrangements to fund the projects over the next 10 years. That mix of funding will be included in the financial plan to be considered by Council following proportion of the Delivery Program early 2018.

Pay parking is not proposed.

While debt of around \$26m is proposed to be raised over the 10 year timeframe to progressively construct the upgrade car parks, increased development contributions and lease income will offset the debt servicing costs. Separate debt would be required to fund the construction of car parks in the Bungendore and Braidwood town centres – to be the subject of separate reports.

Grants will continue to be sought to assist those works. For example, Council has been successful in attracting \$450k for smart parking and lighting infrastructure under the federal government Smart Cities and Communities program, to be installed in the Lowe carpark precinct.

Economic

While the Plan proposes creation of additional (30%) timed and untimed carspaces near the retail and lifestyle core and CBD perimeter respectively, and the conversion of some of the existing carspaces into new public domain to connect green spaces and create places for people to congregate and interact, the increase of carspaces will not fully offset the current (Code-based) shortfall.

The Plan is aimed at recycling assets into public domain, turning over high-demand spaces for patron use, connecting car parks by pedestrian corridors, and aggregating carspaces into more efficient, safe and smart facilities as decked or basement car parks. That aggregation into Morisset and Crawford car parks for example, places patrons at the centre of the retail and lifestyle core identified in the CBD Masterplan.

However, the feasibility of aggregating carspaces at a relatively high cost (ie as some carspaces are lost to public domain and replaced as decked or basement carspaces at \$35k and \$40k respectively), should be assessed against the likely annual demand for new commercial space generated by new or redevelopments in the CBD.

Then, should the s94 contributions increase from \$10k to \$30k for example, will that incentivise developers to provide commercial-based carspaces on their own sites rather than pay a

**6.3 Queanbeyan Carparking Plan (Ref: C17179658; Author: Tegart/Tegart)
(Continued)**

contribution to a central CBD facility such as the Morisset or Crawford carparks, or dampen new investment interest. Council may choose to phase the increase or discount those contributions in certain development scenarios.

Engagement

As outlined earlier, it is proposed the update to the Carparking Plan will be incorporated into the business and community engagement activities associated with the CBD Masterplan scheduled in the coming months.

Conclusion

The Queanbeyan CBD Transformation Strategy promoted the attraction of new residents and workers into the CBD as a key driver of economic activity. To assist that ambition may need amendments to planning policy to incentivise those private investments. In addition, the rethinking and resurfacing of Monaro Street and reduction of speed limits to improve pedestrian movements in the CBD following construction of the EDE, is expected to increase the amenity of the CBD to workers and residents, and in turn patronage to CBD retail and service providers. The permeability of pedestrians between blocks and through corridors connecting green spaces and carparks, should also improve and subsequently increase the economic and recreational activation of the CBD.

Converting carparks into public domain, provides the opportunity for Monaro Street properties to open up a second frontage, potentially convert one building into two tenancies, and assist activating the CBD with a fresh mix of business, which may include new start-ups.

To get those residents, workers and patrons into the CBD requires well-considered road and other (eg cycle, public transport) links into the centre being explored in the 2017 Integrated Transport Strategy, supported by an ease in identifying vehicle and bicycle parking and storage with smart parking technology. It also requires new residential and commercial developments providing appropriate carspaces on site, or aggregating by their contribution into the decked or basement carparks proposed in the Carparking Plan.

The Plan proposes to utilise a mix of debt, grants, development contributions and agreements, and property leasing to fund the redevelopment of some CBD carparks into secure undercover parking and in other cases, convert part of the carparks into public domain or corridors connecting the CBD green spaces. The updated estimates of those works will be published in the Financial Plan and Development Contributions Plan.

The timed carparks are not adequately demand managed and may give the perception to patrons/customers there are insufficient public offstreet carspaces as they may be occupied for longer periods by staff or other users.

The suggested amendments to the 2015 Queanbeyan Carparking Strategy may involve redevelopments by Council or private sector on Council's CBD sites through planning agreements or conditioned developments.

The Plan proposes a 40% increase in Council offstreet carparks (440csp), with timed carspaces almost doubling to 700, centred on decked facilities at Morisset and Crawford carparks; and untimed spaces increasing around 20%. Smart parking and remote surveillance are expected to improve the turnover of spaces and efficiency of parking management.

To do so requires low interest borrowings of \$26m on fixed rate 20 year terms, potentially offset by annual returns from leased spaces or development contributions.

**6.3 Queanbeyan Carparking Plan (Ref: C17179658; Author: Tegart/Tegart)
(Continued)**

It is proposed the Plan be updated to enable those additional carpark uses to be considered alongside the QCBD Masterplan engagement in coming months.

Attachments

Nil

6.4 Q-One Indoor Sports & Monaro Panthers - Junior Futsal League - Affiliation Program (Ref: C17165351; Author: Richards/Fulton)

Summary

This paper is seeking endorsement from Council to establish a Junior Futsal League in affiliation with Monaro Panthers Football Club. There is an opportunity to link the strategic goals of Monaro Panthers Football Club with the business and community goals of Q-One Indoor Sports.

Recommendation

That Council endorse:

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

Background

The business plan of Q-One Indoor Sports identifies the establishment of a junior futsal league as a core business goal and revenue stream. The Monaro Panthers Football Club also has the organisational objective of establishing a junior futsal league for the QPRC region.

Both parties have met on a number of occasions to outline individual and collective goals. We recognise that, if the competitions are run in isolation, both leagues would be in competition and this is likely to have a negative impact on both organisations. As a result, the Q-One team and the Monaro Panthers Football Club are seeking approval to establish a combined league commencing in the 2018/19 financial year.

The joint venture would be established through an 'affiliation program' and focus on maximising the strengths of each stakeholder. Q-One Indoor Sports would provide the venue coordination; Monaro Panthers would provide the administration and, collectively, each party would be responsible for promotion and growth.

Implications

Strategic

The term of the affiliation agreement is proposed as an initial two-year period with the option, if successful, to be extended.

For Q-One Indoor Sports, this affiliation achieves two strategic goals:

- a) It achieves the financial goals outlined in the business plan for junior futsal; and
- b) It establishes a mutually beneficial partnership with the community.

6.4 Q-One Indoor Sports & Monaro Panthers - Junior Futsal League - Affiliation Program (Ref: C17165351; Author: Richards/Fulton) (Continued)

While the initial partnership is intended to trial the concept, the overall 'affiliation model' has the potential to be applied to other interested sporting clubs.

Financial

The tables listed below show the potential financial returns each party could expect, correlated to the number of registrations achieved. Column C in 'Table One' outlines the Q-One Business Model, and the associated required financial targets. Column D identifies the potential income through an affiliated league with Monaro Panthers.

Table One: Q-One Indoor Sports

Column	A	B	C	D	E
Year	Business Plan Budget Revenue	Business Plan Direct Costs	Business Plan Budget Net Income	Proposed Partnership Q-One Net Income	Registrations
18/19	\$13,963.64	\$2,198.40	\$11,765.24	\$13,600	200
19/20	\$20,945.45	\$3,297.60	\$17,647.85	\$20,400	300
20/21	\$27,927.27	\$4,396.80	\$23,530.47	\$27,200	400

A neutral outcome for Q-One Indoor Sports for the 18/19 financial year would be 170 registered participants. A neutral outcome for Q-One Indoor Sports for the 20/21 financial year and each year thereafter would be 350 registered participants. Monaro Panthers Football Club have over 1200 registered players. Therefore the required targets are both realistic and achievable.

Revenue for Q-One Indoor Sports is achieved through court hire and an affiliation fee of \$20 per player. Monaro Panthers would be responsible for the coordination of the league, and therefore would take the higher proportion revenue, as listed in table two below.

Table Two: Monaro Panthers Football Club

Column	A	B	C	D	E
Year	NA	NA	NA	Proposed Partnership Monaro Panthers Net Income	Registrations
18/19				\$20,640	200
19/20				\$30,960	300
20/21				\$41,280	400

Attachment 1 provides the financial model and revenue calculations.

Resources (including staff)

No additional resources are required as the program is already built into the existing business and resourcing plans.

6.4 Q-One Indoor Sports & Monaro Panthers - Junior Futsal League - Affiliation Program (Ref: C17165351; Author: Richards/Fulton) (Continued)

Conclusion

The establishment of a joint futsal league, through the implementation of an 'affiliation program' with Monaro Panthers, will assist in developing a strong and competitive league within the Queanbeyan-Palerang Region. Both parties have invested interest in seeing a junior futsal league established, and the proposed affiliation program will allow each party to contribute their individual expertise and share in a mutually beneficial partnership. The affiliation program is proposed to be trialled for a two-year period, and is to commence in the 2018/19 summer season.

Attachments

- | | |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| Attachment 1 | Q-One Indoor Sports & Monaro Panthers - Affiliation Program - Financial Model Overview (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 2 | Monaro Panthers - Affiliation Program - Letter of Support (<i>Under Separate Cover</i>) |

**6.5 Suspension of Alcohol Free Zone for Farmers Markets (Ref: C17175493;
Author: Richards/Darcy)**

Summary

QPRC is supporting non-profit organisation Southern Harvest in bringing a weekly Farmers Market to the Lifestyle Precinct in Crawford Street. This Report seeks approval to suspend the Alcohol-Free Zone in the Lifestyle Precinct along Crawford Street enabling appropriately licensed winery stall holders to sell bottled alcohol to take away and give free tastings of alcohol offered for sale. This weekly market will take place every Thursday between 3.00pm and 7.00pm.

Recommendation

That Council approve the suspension of the Alcohol-Free Zone in the Lifestyle Precinct of Crawford Street every Thursday on a weekly basis from 3.00pm – 7.00pm, for the period 1 November 2017 to 1 November 2020.

Background

Council has been working with the Southern Harvest organisation to deliver a weekly farmers market in the Lifestyle precinct of Crawford Street. This will activate the precinct with regular activities to engage the community and create vibrancy and much-needed pedestrian traffic.

A number of local vineyard producers are members of Southern Harvest and are stallholders for the new Farmers Market in Queanbeyan.

In order for these vineyard producers to promote their products and engage with potential customers, they would like to offer free tastings of the wine offered for sale, as well as selling bottled alcohol to take away. The vineyards all follow appropriate requirements for Liquor and Licensing.

Implications

Legal

Ministerial Guidelines on Alcohol-Free Zones (2009) Section 645 provides that Council may suspend or cancel an Alcohol-Free Zone.

Policy

Activation of the CBD is a primary objective of the Queanbeyan CBD Transformation Strategy and the promotion of locally-made goods directly supports the development of the key theme of 'Meet the Makers' in the Tourism Plan.

Social / Cultural

The Queanbeyan farmers markets have received significant community support through social media channels highlighting the community's desire to support local produce markets. Traders in Crawford Street are also very supportive of the regular opportunity to leverage the market for their own businesses.

**6.5 Suspension of Alcohol Free Zone for Farmers Markets (Ref: C17175493;
Author: Richards/Darcy) (Continued)**

Economic

The market will provide a significant boost to the activation of the Lifestyle Precinct in Crawford Street. Southern Harvest Association is a local educational and non-profit incorporated local food association at the forefront of supporting and promoting local and regional food production and consumption in South East NSW and ACT. Southern Harvest organised the highly successful Bungendore Harvest Festival in April 2017 which attracted between 3,000 – 8,000 visitors and showcased the region's food, wine, fibre and farming enterprises. The event had a positive impact on stallholders and the local business community, and will become a major annual event on Bungendore's calendar.

Southern Harvest farmers markets in Queanbeyan will help food growers in the region take up the opportunity for economic advancement of their industry by providing further significant avenues for direct sales and thereby creating a more sustainable industry base.

Engagement

Consultation was held with NSWPF LAC Monaro Licensing to follow appropriate requirements with Liquor and Licensing and has been notified in writing by Southern Harvest. The recommendations are that:

- Council should publish notice of the suspension
- Council should create a notice to be displayed in Crawford Street stating only vendors can have alcohol, that it will be a regular occurrence in conjunction with the Farmers Market and also state the times
- Alcohol must not be consumed on-site with the exception of tastings and alcohol sold must be sealed and placed in a bag
- Council needs to sight the licence of anyone selling alcohol or providing tastings

Financial

No cost will be incurred for Suspension of the Alcohol-Free Zone

Integrated Plan

The development of farmers markets in Queanbeyan aligns with the key strategic directions of Choice from Councils Strategic Plan.

Conclusion

Queanbeyan-Palerang Regional Council is supporting Southern Harvest Farmer's Market in bringing a weekly fresh produce market to Queanbeyan which will have positive outcomes in both activating the Lifestyle Precinct in Crawford Street and encouraging people to spend locally. Suspension of the Alcohol Free Zone for the duration of each Thursday market from 3.00pm to 7.00pm will allow local winery producers to showcase their products through tastings for customers.

Attachments

Nil

6.6 Summer Activation Event January 2018 (Ref: C17174683; Author: Richards/Fulton)

Summary

In January 2018, Q-One Aquatics is planning Summer Activation events at Queanbeyan, Bungendore, Braidwood and Captains Flat pools. At the same time, Q-One Indoor Sports is planning a land-based form of the event at Googong.

Summer Activation is about enlivening the Local Government Area, primarily through its aquatic facilities, and bringing the community together for an afternoon and evening of fun and connection. The event features inflatable water slides, pool games, outdoor jumping castle, a free barbeque dinner and it concludes with a family movie on the giant inflatable outdoor screen.

The Queanbeyan Summer Activation in 2018 will double as the official launch of the new Wet Play Area. Canberra's 104.7 are confirmed as co-hosts. They will MC the event, provide VIP areas on the day and offer significant on-air promotion in the weeks prior to the launch.

The Summer Activation 2018 is scheduled for;

- Braidwood Pool on Friday 12 January 2018
- Bungendore Pool on Saturday 13 January 2018
- Captains Flat Pool on Sunday 14 January 2018
- Queanbeyan Pool on Saturday 20 January 2018 and
- Rockley Oval Googong on Sunday 21 January 2018.

Summer Activation 2017 was a community event with free entry, free rides and a free barbeque dinner provided by Coles Queanbeyan and Bungendore IGA. This report is seeking Council's endorsement to again waive the aquatic entry fee at each venue during the 2018 Summer Activation event.

It is also suggested that the Queanbeyan event seek gold coin donations, with proceeds going to three identified charities that have a direct connection with the Queanbeyan pool.

Recommendation

That Council endorse:

- 1. Waiving the general entry fees for Braidwood Pool on 12 January 2018, Bungendore Pool on 13 January 2018, Captains Flat Pool on 14 January 2018 and Queanbeyan Pool on 20 January 2018.**
 - 2. The collection of gold coin donations from the Queanbeyan event to be distributed to Treehouse Queanbeyan, The Cancer Support Group/ ACT Eden Monaro's Own, and Soldier On.**
-

6.6 Summer Activation Event January 2018 (Ref: C17174683; Author: Richards/Fulton) (Continued)

Background

During January 2017, the Q-One Community Businesses undertook a five-day Summer Activation program across the Queanbeyan-Palerang LGA.

The events were centred on activating the pools across the Local Government Area and bringing the community together for an evening of fun and connection. The event featured inflatable water slides, pool games, outdoor jumping castle, inflatable archery station, a free barbeque and concluded with a family movie on the giant inflatable outdoor screen.

Despite having a limited marketing budget that relied predominantly on social media, posters and word of mouth, the event attracted approximately 1000 attendees across the five nights – 95 at Captains Flat, 153 at Bungendore, 89 at Braidwood and 661 at Queanbeyan.

Staff who participated in this inaugural event were pleased with the outcome. It utilised equipment owned by Council for the enjoyment of the region. The support of Coles and IGA also highlighted the strength of community to collaborate in creative and new ways.

Partnerships

Council partnered with Coles Queanbeyan for the provision of a free barbeque at Captains Flat, Braidwood and Queanbeyan and with IGA Bungendore for the provision of a free barbeque at Bungendore.

Both organisations provided all food, water, staff and associated equipment free of charge. Each organisation acknowledged the opportunity to partner with Council to collaboratively support our local communities.

Both Coles Queanbeyan and IGA Bungendore have been approached again about partnering for the 2018 event. Staff are confident of confirming the same arrangements with both parties for the 2018 event.

Social / Cultural

The event was extremely well received by residents and was voted “the number one thing to do in Canberra” for the Australia Day long weekend. Some community feedback is contained in **Attachment One**.

The opportunity to provide a gold coin donation at the Queanbeyan event will extend the benefit the day for three local charities. It is proposed that three buckets promoting the charities be available at the entry with event attendees selecting the charity they wish to support.

- *Treehouse Queanbeyan* is an organisation providing programs to children with disabilities. Treehouse currently brings a number of children in their program for swimming lessons at the Queanbeyan Pool.
- *The Cancer Support Group/ACT Eden Monaro's Own* has been selected as we seek to continue to promote the messages associated with sun safety.
- *Solider On* supports Australian Veterans. Two of our local residents, and pool members, are currently training at the Queanbeyan Pool in preparation for swimming the English Channel in August 2018 - intending to ultimately raise \$50,000 for the 'Solider On' Charity.

6.6 Summer Activation Event January 2018 (Ref: C17174683; Author: Richards/Fulton) (Continued)

Each proposed charity has a local link to the Queanbeyan pool. The anticipated large crowd numbers for the activation event and wet play area launch could provide a unique opportunity to support these worthy causes.

Resources (including staff)

The Summer Activation Event is already accounted for in the 2017/2018 budget.

Conclusion

The 2018 Summer Activation event is designed to activate our region's local pools and connect our community through an afternoon and evening of fun and enjoyment. It will build on the success of the inaugural event in 2017. The continued support from Coles Queanbeyan and Bungendore IGA, through their provision of a free barbeque dinner at each event, adds to the community spirit behind the event.

The 2018 Queanbeyan event will also double as the official launch of the new wet play area, the largest wet play area in the Canberra region.

The report is seeking Council endorsement to waive the pool entry fees allowing the event to continue as a free community event; and to endorse the three charities proposed to receive the gold coin donations collected at Queanbeyan.

Attachments

Attachment 1 Summer Activation Comments (*Under Separate Cover*)

6.7 Proposed Licensee Agreement - Majors Creek Recreation Reserve (Ref: C17161976; Author: Tegart/Warne)

Summary

The Council has been approached by the Majors Creek Recreation Reserve Trust to recognise that it operates and maintains an area that is part of the recreation reserve site that is in the ownership of the Council.

It is requested that a five-year licence agreement be granted to the Trust to manage and maintain the area as part of the recreation reserve subject to the standard conditions and excluding the expansion of the RFS building on the land.

Recommendation

That Council agree to enter into a Licence Agreement for a five-year term with the Majors Creek Recreation Reserve Trust for the care, control and management of Lots 1 & 2 Sec 4 DP758636, being Council land that forms part of the Majors Creek Recreation Reserve subject to any modifications or changes to the RFS building being the responsibility of the Council.

Background

An approach has been received from the Majors Creek Recreation Reserve Trust to “formalise” its use of Lots 1 & 2 Sec 4 DP758636. The total area of the two lots is 4,046 m².

By way of background, the land is located adjacent to the Crown land reserve at Majors Creek and a committed hard-working local Committee has been appointed by the Minister for Lands to act as the Reserve Trust for this location.

A plan is shown hereunder which identifies the Recreation Reserve land and Lots 1 & 2 which are in the ownership of the Council.



6.7 Proposed Licensee Agreement - Majors Creek Recreation Reserve (Ref: C17161976; Author: Tegart/Warne) (Continued)

The two lots are effectively part of the recreation reserve and are managed and maintained by the Trust. A playground has been provided upon the land, the oval expanded and cricket nets provided and it is used for other recreation reserve purposes. Access to the reserve amenities and hall is across the two lots. There is seamless integration between the two areas.

In addition, the Rural Fire Service has a fire shed on the land and there are plans to expand the facility when funds are allocated for this purpose.

It is understood that the two lots were resumed by the Council in 1993 for the non-payment of rates. The land is classified as "Operational" for the purposes of the *Local Government Act 1993*. In a report to the Palerang Council in 2013, the land was described as *Part of Majors Creek Recreation Ground. Operational land needed for community facilities/services*.

The Trust is keen to formalise its management and use of the land and has requested that it be considered and the best means to achieve such usage be examined.

A site visit was undertaken in September and Council staff were impressed with the upkeep and general maintenance of the reserve and the facilities; the demonstrated community interest in the Recreation Reserve and the general enthusiasm and pride displayed by the Committee in their facilities.

If the Council is agreeable to formalising the use of the area, it is suggested that a Licence Agreement be entered into with the Trust for the care, control and management of the land as part of the Recreation Reserve. A Licence Agreement is seen as the best available mechanism to entrust the management of the land with the Local Trust.

It is considered that the only restriction required of the Trust should be that the Licence Agreement does not cover the extension of the RFS shed at the appropriate time and any such expansion should be agreed to by the Council.

It is also proposed that the initial term of the Licence Agreement should be five years and rental of \$1 per annum (*if and when demanded*) be levied. This period is sufficient for the current circumstances and can be reviewed as appropriate at the time of renewal.

Implications***Legal***

As the land is classified as "operational", so the provision of the *Local Government Act 1993* that place time limits on tenure and community consultation do not apply.

Asset

The land is an asset of the Council and will remain as such. It will be recognised in the Asset register.

Social / Cultural

It is a credit to the small community at Major's Creek that it has a strong and active Recreation Reserve Trust that provides such excellent facilities for the local community. Such community commitment is to be encouraged and the proposed Licence Agreement will provide surety to the Trust in respect of the area that it has treated as part of the Recreation Reserve for many years.

6.7 Proposed Licensee Agreement - Majors Creek Recreation Reserve (Ref: C17161976; Author: Tegart/Warne) (Continued)

Financial

There will be minimal expense associated with preparation and execution of the Licence Agreement.

Program Code	Expense Type	Funding source		Amount
2020	Legal	Minor expenses with Licence Agreement preparation	\$	500

Conclusion

The request is seen as reasonable and should be supported. In the Agreement, allowance must be provided to permit the Council to approve any extension to the RFS building that is located on the site.

Attachments

Nil

6.8 Special Heritage Fund Grants (Ref: C17173073; Author: Thompson/Carswell)

Summary

This matter was last considered at Council's meeting of 25 January 2017 whereby it was resolved in part (Minute No. 11/17) that a further report be brought back to Council detailing how the Queanbeyan-Palerang Regional Council's Special Heritage Fund Information and Guidelines could be amended to partly fund professional services in relation to works funded by this fund.

The purpose of this report is to amend the Guidelines in accordance with Council's previous resolution. It is also recommended that Council commence this year's process by advertising for Special Heritage Fund grant applications.

Recommendation

That in relation to grants for works to be funded from the Special Heritage Fund, Council:

- 1. Amend the Special Heritage Fund Guidelines to allow for the use of a small proportion of a grant for professional services involving the preparation of a statement of heritage significance or the like by a suitably qualified and experienced person.**
 - 2. Advertise for applications following Council's consideration of this report.**
-

Background

At Council's meeting of 25 January 2017 (Minute No. 11/17), it was resolved *inter alia*:

- 3. A further report be brought back to Council detailing how the Queanbeyan-Palerang Regional Council's Special Heritage Fund Information and Guidelines could be amended to specify the circumstances in which Council might consider providing a proportion of any grant to be used for professional services.*

The Special Heritage Fund was set up by the former Queanbeyan City Council to assist owners of buildings owned or managed by community-based "Not for Profit" organisations listed on the heritage schedule of the Queanbeyan Local Environmental Plans to conserve, restore and re-use their properties.

In October 2016, Council resolved to extend the Fund over the whole of the local government area.

All submissions are required to meet the standard conditions as well as other conditions applying to the funding as set out in the Guidelines. Funding is on a competitive basis and priority is given to public buildings, churches and buildings owned or managed by community based, not for profit organisations as well as those buildings where there is a clear community or public benefit rather than a private one.

Implications

Legal

Successful applicants will be required to submit and sign an application form and to comply with a set of standard conditions.

**6.8 Special Heritage Fund Grants (Ref: C17173073; Author: Thompson/Carswell)
(Continued)**

Policy

This report seeks to alter Council's Special Heritage Fund - Guidelines. It does this by altering these to enable a small proportion of a grant to be used for professional services in relation to the preparation of a statement of heritage significance or the like to be prepared by a suitably qualified and experienced person for works to be funded by this grant. In many cases the professional advice is helpful in providing documentation which assists in seeking additional grants and for prioritising works required.

Environmental

Funding will be provided for a number of projects and will result in a positive impact on the environment.

Sustainability

The continuation of grants from this fund promotes sustainability through enhancing environmental and social and cultural matters.

Social / Cultural

The continued funding promotes the heritage of the local area and will ensure that owners of heritage items owned by not-for-profit organisations, which generally have limited funds, can undertake required works so the buildings are retained into the future.

Economic

The use of this Fund is likely to have short-term positive economic impacts.

Strategic

The funding provides assistance for not-for-profit organisations for the maintenance and repair of heritage items. Such heritage items are listed in Council's principal LEPs to recognise the important contribution they make to the local historic fabric.

Engagement

Applications for the Special Heritage Funding will be invited by public notification in the local paper and on Council's website following Council's adoption of this report's recommendations, should this be the case.

Financial

The relevant budget currently has a balance of \$102,000 available for new applications for grants from this fund.

Resources (including staff)

The administration of this plan will involve two staff on a part-time basis.

Integrated Plan

Heritage is one of the Programs on the Service Statement relevant to Land Use Planning in the Operational Plan 2017-18.

**6.8 Special Heritage Fund Grants (Ref: C17173073; Author: Thompson/Carswell)
(Continued)**

Conclusion

The Special Heritage Fund provides grants for not-for-profit organisations to use for the maintenance and repair of important local heritage items. This is consistent with local heritage being recognised as a program area for Land Use Planning as well as in the respective principal Local Environmental Plans. The recommendations of this report continue this while enabling a small proportion of a grant to be used for professional services in relation to the preparation of a statement of heritage significance or the like by a suitably qualified and experienced person.

Attachments

- | | |
|--------------|----------------------------------------------------------------------------------------------|
| Attachment 1 | Special Heritage Fund Guidelines and Application Form - 2017 (<i>Under Separate Cover</i>) |
| Attachment 2 | Standard Conditions - Special Heritage Fund - 2017 (<i>Under Separate Cover</i>) |

6.9 Local Places Heritage Grants - 2017 (Ref: C17176165; Author: Thompson/Carswell)

Summary

An assessment panel consisting of the Chairs of the QPRC Heritage Advisory Committee and Braidwood and Curtilage Heritage Advisory Committee, the Heritage Advisors and relevant staff met to assess the 13 applications received for this year's Local Places Heritage Grants (Confidential Attachment 1). This report makes recommendations on funding from this grant.

Recommendation

That Council adopt the recommendations of the assessment panel to provide funding to the applications listed in Attachment 1.

Background

This matter was last reported to the Planning and Strategy Committee meeting held on 8 November 2017. At this meeting, it was noted that Council had recently received 13 applications for the Local Places Heritage Grants and that these be assessed in the following manner:

1. An assessment panel be set up consisting of the Chairs of the QPRC Heritage Advisory and Braidwood and Curtilage Heritage Advisory Committees (Councillors Marshall and Schweikert), the Heritage Advisors and relevant staff.
2. The assessment panel meets and reviews applications and prepares an assessment sheet which identifies which applications are to be funded, how much they are to receive and why.
3. A report be prepared which makes recommendations to Council on funding.
4. Successful applicants be notified and given a particular time in which to complete their projects, meet certain conditions and sign an agreement to this effect.

Implications

Legal

Successful applicants will be required to submit and sign an application form and to comply with a set of standard conditions.

Policy

Council has guidelines and standard conditions for Local Heritage Grants. Successful applicants will have to comply with these.

Environmental

Funding will be provided for a number projects and will result in a positive impact on the environment.

Sustainability

The continuation of grants from this Fund promotes sustainability through enhancing environmental, social and cultural matters.

6.9 Local Places Heritage Grants - 2017 (Ref: C17176165; Author: Thompson/Carswell) (Continued)

Social / Cultural

The continued funding promotes the heritage of the local area and will ensure that owners of heritage items can undertake required works so the buildings are retained into the future.

Economic

The use of this fund is likely to have short-term positive economic impacts.

Strategic

The funding provides assistance for owners of buildings in the LGA for the maintenance and repair of heritage items. Such heritage items are likely to be listed in both Council's principal LEPs to recognise the important contribution they make to the local historic fabric.

Engagement

Requests for applications were advertised between 22 August and 13 October 2017. The grants are part-funded by Council and part-funded by the Office of Environment and Heritage and have to meet certain criteria. Successful applicants will continue their engagement with staff as well as with the Heritage Advisors while undertaking their projects.

Financial

Council has received grant applications for a total of \$272,254 whereas the relevant budget currently has a balance of \$30,000 available. As indicated above, this is part-funded by the Office of Environment and Heritage which provides dollar-for-dollar funding up to a maximum of \$10,000. However, funded projects have to be completed by April 2018 to enable Council to claim the monies.

Resources (including staff)

The administration of this plan will involve two staff on a part-time basis.

Integrated Plan

Heritage is one of the programs on the Service Statement relevant to Land Use Planning in the Operational Plan 2017-18.

Conclusion

The Local Heritage Places Grants provide funding for local property owners to use for the maintenance and repair of important local heritage items. This is consistent with local heritage being recognised as a program area for Land Use Planning as well as in the respective principal Local Environmental Plans. The recommendations of this report promote this in a practical manner.

Attachments

- | | |
|--------------|-----------------------------------------------------------------------------------------------------------------|
| Attachment 1 | Report - Local Heritage Places Grants Summary - 2017-2018 (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 2 | Project Funding Agreement - Local Heritage Places Grants 2017-18 (<i>Under Separate Cover</i>) |
| Attachment 3 | Local Heritage Places Grant Guidelines 2017-2018 (<i>Under Separate Cover</i>) |

6.10 Planning Proposal to List the Cottage on Lot 6 Section 1 DP 758183 - 7 Turallo Terrace, Bungendore as a Heritage Item (Ref: C17174335; Author: Thompson/Kurzyniec)

Summary

The purpose of this report is to inform Council that the community consultation for the Planning Proposal to list the cottage on Lot 6 Section 1 DP 758183 – 7 Turallo Terrace, Bungendore as an item of Environmental Heritage under Schedule 5 of *Palerang Local Environmental Plan 2014 (PLEP 2014)* has now been completed. One submission was received.

Recommendation

That Council proceed with the Planning Proposal and the draft local environmental plan to allow the listing of the cottage on Lot 6 Section 1 DP 758183 – 7 Turallo Terrace, Bungendore as an item of Environmental Heritage under Schedule 5 of *Palerang Local Environmental Plan 2014*.

Background

Council resolved on 23 August 2017 (223/17) that it seek a Gateway determination for the Planning Proposal to list the cottage on Lot 6 Section 1 DP 758183 as an item of environmental heritage under Schedule 5 of the *PLEP 2014*. The Planning Proposal was forwarded to the Minister for Planning and Environment for a Gateway determination under section 56 of the *NSW Environmental Planning and Assessment Act 1979* (Attachment 1).

The Gateway panel determined that the Planning Proposal should proceed subject to conditions relating to consultation being met. The Department of Planning and Environment determined that it would authorise Council to exercise its delegation to make this plan. The Gateway determination was issued on 5 September 2017 (Attachment 2).

The next steps involve recommending that Council proceed with the Planning Proposal. If adopted by Council, this will result in a local environmental plan which will amend *Palerang Local Environmental Plan 2014*. The local environmental plan will take effect when it is published (notified) on the NSW government legislation website.

Implications

Legal

The Planning Proposal has been prepared in accordance with the requirements of Part 3 of the *Environmental Planning and Assessment Act 1979*. The making of the amendment to the *Palerang Local Environmental Plan 2014* will be undertaken in accordance with Part 3 of the Act.

Policy

The planning proposal is consistent with the following policies and plans:

- *Bungendore Heritage Conservation Strategy* - the strategy proposes that a conservation area covering the older part of Bungendore is established. The listing of the dwelling which is in this area would fit with this.
- *Palerang Heritage Strategy 2014/2015-2016/2017* - includes as a strategy the identification and listing of heritage items.

6.10 Planning Proposal to List the Cottage on Lot 6 Section 1 DP 758183 - 7 Turallo Terrace, Bungendore as a Heritage Item (Ref: C17174335; Author: Thompson/Kurzyniec) (Continued)

Environmental

There will be no impacts on the natural environment. The listing of the dwelling will assist in the retention of heritage which in turn will contribute to the amenity of Bungendore.

Social / Cultural

The planning proposal seeks to protect and conserve a dwelling that has heritage significance to the Bungendore community.

Engagement

The Planning Proposal was placed on community consultation from Tuesday, 3 October 2017 until Friday, 20 October 2017 for a minimum of 14 days as required by the Gateway determination. The property owners adjoining Lot 6 Section 1 DP 758183, 7 Turallo Terrace were advised in writing of the community consultation. The Gateway determination did not require Council to consult with any government agencies.

One submission was received using the Your Voice QPRC portal. The submitter thought the home was beautiful and it was a great idea for the cottage to be heritage listed.

During the planning proposal process, the property was sold. Written notification was also sent to the new landowner of Lot 6 Section 1 DP 758183, 7 Turallo Terrace, Bungendore by express mail on Friday, 12 October 2017. The Planning Proposal was available beyond Friday, 20 October 2017 until Wednesday, 25 October 2017 on Council's 'Have Your Say' section of the website. No submission from the new owner(s) has been received.

Financial

The costs associated with the Planning Proposal have been partly met through the planning proposal application fee paid by the property owner. The cost of Council's Land Use Planning staff to manage this proposal is included in the relevant budget.

Resources (including staff)

The Planning Proposal was managed mainly by one of Council's Land Use Planning staff within the relevant budget.

Conclusion

Council has completed community consultation regarding the Planning Proposal which seeks to amend the *Palerang Local Environmental Plan 2014* to list Lot 6 Section 1 DP 758183 as an item of environmental heritage under schedule 5 of *PLEP 2014*. It is concluded and recommended that Council proceeds with the Planning Proposal which will result in a draft local environmental plan.

Attachments

- | | |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Attachment 1 | Planning Proposal - 7 Turallo Terrace Bungendore - Palerang Local Environmental Plan 2014 - Section 55 (<i>Under Separate Cover</i>) |
| Attachment 2 | Planning Proposal PP_2017_QPREG_005-00 to amend the Palerang Local Environmental Plan 2014 - 7 Turallo Terrace Bungendore - 5 September 2017 - Gateway Determination (<i>Under Separate Cover</i>) |

6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart)

Summary

Providing high level outline of the draft NSW Future Transport 2056 Strategy, its implications for Queanbeyan-Palerang and the broader Canberra region, and proposing elements for inclusion in a Council submission to the Strategy.

Recommendation

That Council:

- 1. Note the report on the draft NSW Transport 2056 Strategy and Regional Infrastructure Plan.**
 - 2. Note the synergies with the Council's QCBD Transformation Strategy and draft Integrated Transport Strategy, and MoU with ACT Government.**
 - 3. Make a submission on the areas identified in the report.**
 - 4. Continue to advocate to government on the bus network integration with ACT and potential commuter rail service.**
-

Background

In 2012 the NSW Government launched an integrated planning approach known as the NSW Long Term Transport Master Plan. Following further engagement, the government released its draft Future Transport 2056 Strategy (future.transport.nsw.gov.au) in October 2017.

The suite includes a number of Plans. A Freight Plan is due later this year:

- Draft Future Transport 2056 Strategy
- Draft Greater Sydney Services and Infrastructure Plan
- Draft Regional NSW Services and Infrastructure Plan
- Draft Road Safety Plan
- Draft Tourism and Transport Plan

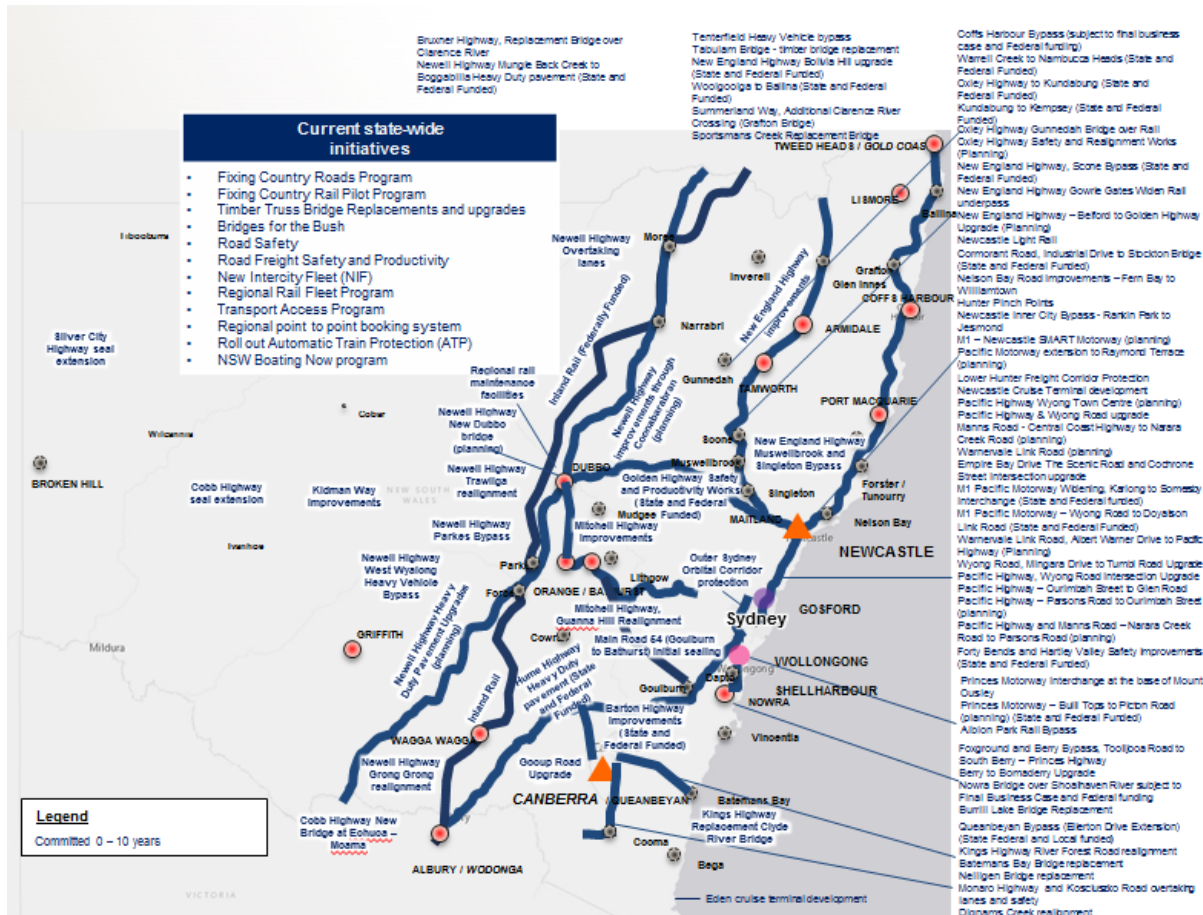
The key outcomes of the Strategy are:

- **Customer focused** – Every customer experience will be seamless, interactive and personalised by technology and big data
- **Successful places** – By having a local focus across New South Wales, we support the growth of communities, places and the economy.
Growing the economy – A transport system that powers our State's \$1.3 trillion economy and enables economic activity across the State.
Safety and performance – The transport network will provide every customer with efficient, safe and secure travel across a high performing network.
Accessible services – Making it possible for everyone to get the most out of life, wherever you live in NSW.

6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart) (Continued)

Sustainable – By building a more efficient network we deliver benefits for our environment, economy and wellbeing

The Regional NSW Services and Infrastructure Plan provides a number of charts and maps illustrating completed, committed, planned and potential transport infrastructure projects. For example, the map below includes the River Forest Road project completed recently on the Kings Highway.



In this region, the Plan indicates committed projects such as the Eden cruise terminal and Barton Highway improvements (1-10 year horizon), while initiatives for investigation for potential commitment in that timeframe (subject to business case) include:

- Construction of Inland Rail (Federally funded)
- Town bypasses across the road network
- Improve east-west road connections between the inland and coast (e.g. Kings, Snowy Mountains Highway)
- Extension of interstate Light Rail systems to support population growth from Canberra to Queanbeyan

Initiatives for investigation for potential commitment (10 – 20 years) - subject to business case development in the region include:

6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart) (Continued)

- Electrification of the intercity network to Goulburn

The Barton Highway duplication appears on a 20+ year horizon.

A report to a previous Council meeting alerted to the commencement of harmonised bus fares between metro and regional routes from January 2018.

Implications***Social / Cultural***

The Plan looks to address the relative transport disadvantage in regional areas through hub and spoke public transport network as outlined in Attachment 2.

In line with the thinking on the QCBD Transformation Strategy, the NSW Plan proposes key 'movement and place' principles in Regional Cities:

- Separation of through movement (Movement Corridors) and reinforced place based activity (Places for People)
- Time of day and day of week management of customer and business needs that consider both movement and amenity
- Prioritise access to centre for freight, walking, cycling, public transport, interchange and manage parking demand
- Focused investment on making more Places for People linked to key transport nodes through effective land use and transport planning
- Integrating safety features with road function, accounting for needs of different road users in each environment.

Then in regional towns, the key 'Movement and Place' Principles are:

- Balancing needs of through movement and servicing local business (Vibrant Streets)
- Facilitate safe access to centre – improved walking, cycling, public transport and parking
- Strengthen and grow place making through effective land use and transport planning (e.g. lower vehicle speeds, footway access)
- Integrating safety features with road function, accounting for needs of different road users in each environment.

This principle supports the approach taken by Council for the transformation of QCBD and ambitions to facilitate the bypass of BGD and BWD.

For Queanbeyan and Canberra, the Plan proposes improved integration and interchange between modes/services to enable seamless customer experience

- Reinforce and develop "30 minute city" catchments

6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart) (Continued)

- Improved temporal coverage and service frequency, reduced journey times, and the deployment of on-demand services
- Investigate extensions of light rail to Queanbeyan

The latter proposition is based on the CBR light rail connecting to QBN, which appears a low priority with the ACT Government. It is suggested Council submit the commuter rail proposal between BGD-QBN-CBR (at Kingston) as an earlier alternative.

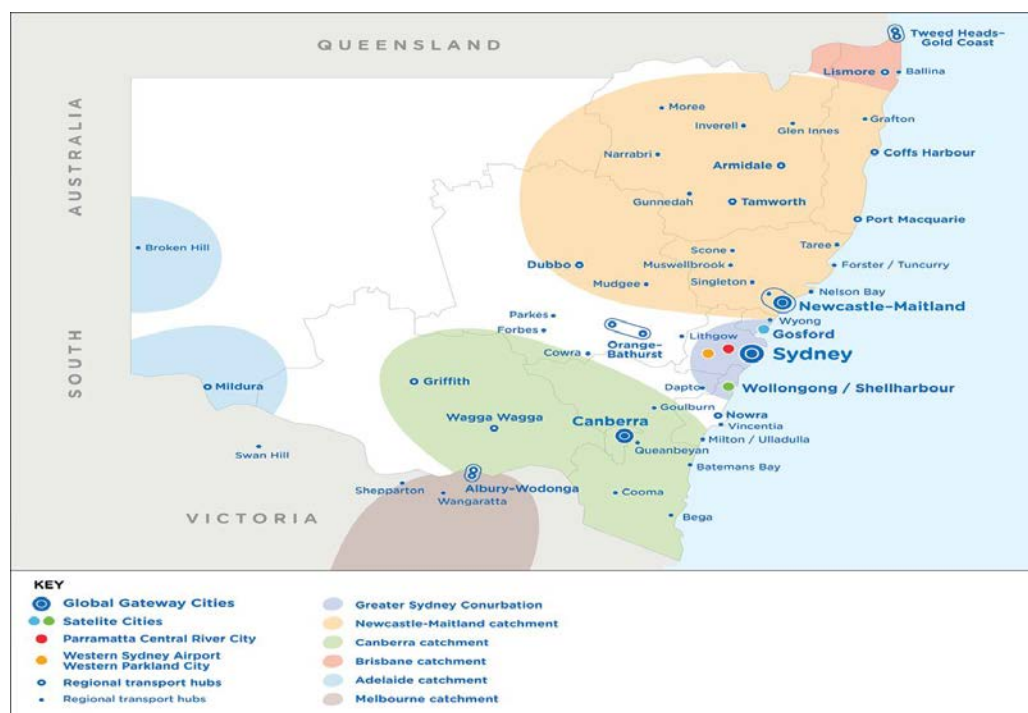
In line with the '30 minute city', Council may also continue to press in the submission for a remedy to the regulatory impasse to enable ACTION and Q-City buses sharing or complimenting routes due to the presence of bike racks (bull bars) on ACTION buses, and to confirm through the alignment of NSW regional to metro bus fares, a greater parity of fares for express services between QBN and Civic (for example) for Q-City buses. These matters have been raised in discussions with the Q-City operators.

Economic

The Plan notes, as NSW continues to grow, all regional cities will play larger roles in service provision for their population catchments. Some Regional Cities such as Queanbeyan experience cross-border issues as they have stronger links to Capital and Regional Cities in other states. Other Regional Cities will evolve to develop greater global connections with the Asia/Pacific Region through their nationally significant infrastructure – such as the nearby Canberra airport.

It suggests Canberra-Queanbeyan will serve a broad catchment encompassing significant portions of NSW to the north, south and south-east.

Regional NSW will ultimately comprise of 2 x Global Gateway Cities (Canberra/Queanbeyan and Newcastle/Maitland), 2 x Satellite Cities (Gosford and Wollongong/Shellharbour) and 13 x Regional City Transport Hubs.



6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart) (Continued)

The investment in transport infrastructure in the past 20 years has focussed on creating efficient north-south connections between Regional Cities. A future focus on east-west connections between the inland and coastal geographies will support the growth of population on the coast whilst also opening up tourism and trade connections to the inland regions.

However, the Plan *does not* reflect the recent announcement of \$39m funding for rebuilding the MR92 link from Nerriga to Braidwood, then connecting to the Kings Highway to Bungendore through to the Federal Highway as a potential east/west freight and tourist route from Nowra. Further funding is required to upgrade Bungendore Road to complete that link for vehicles heading north ultimately to the Hume. In turn, B-Double and visitor movements can self-select at BWD heather to traverse the Range via the Kings or Nerriga route. This will feature in Council's submission.

The attached map illustrates the connection of MR92 to the Federal, Hume or Monaro highways, dependent on whether heading north or south, or connecting to the far south coast *(Eden).



The Plan does propose in the short term that rail corridor infrastructure investment programs (faster rail) to the south east (Illawarra), north (Newcastle / Central Coast) and south west (Canberra) be prioritised to allow the new intercity fleet (NIF) to operate to its operational capacity for the benefit of both passenger and freight flows with significant travel time savings.

Further, the Plans point to providing more services and facilities in Regional Cities and leveraging changes in technology to reduce the need to travel long distances for work and

6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart) (Continued)

business. To that end, the proposed integrated network model would be comprised of a range of modes, reflecting the level of demand and distance travelled.

This will capitalise on the role that Regional Cities play as hubs for other services such as retail, health, education and cultural activities. It will also acknowledge the importance of national and state significant transport links that pass through regions.

This model is expected to:

- utilise the best mode for the transport task
- facilitate improvements to network departure and arrival times
- provide greater timetable integration between services
- bring forward the need to upgrade stops and interchanges
- generate economic activity from transferring passengers in improved environments

On that basis, it is suggested Council's submission should restate its advocacy to Government for a business case and to trial a commuter rail service between BGD-QBN-CBR, and potentially to GLB, utilising the soon to be replaced XPT Explorer locomotive and carriage fleet; and consider those locomotive and rail trucks for freight and waste transport along that corridor. That route may include a HQJOC platform to service the high numbers of Defence personnel residing in QBN, BGD and Kingston.

In addition, features of the QPRC-ACT MoU point to removal of regulatory and fare barriers for Q-City and Action buses to operate seamlessly across the border – they will be referenced in the submission.

Strategic

The higher level ambitions of the Strategy are based on door-to-door passenger delivery, smart vehicles and infrastructure, supported by digitally enabled transport services.

Queanbeyan has been nominated as a 'regional city' in the Strategy. In that context, the Plans envisage a whole of network approach to deliver integrated transport networks and places that best meet the needs of customers - considerations should include:

- Centre access on local roads – public transport, walking and cycling and vulnerable members of the community
- Local road network integrated with land use - enhanced safety, connectivity, management and customer outcomes
- Improved "within city" public transport services and facilities
- Key land uses (health, education, retail) and improving travel choices including flexible and community transport
- Rail, road based public transport and air travel times, frequencies, connectivity and freight productivity improvements
- Railway station, bus/coach and airport management, transport access and interchange

6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart) (Continued)

- Intermodal planning and 'last mile' freight and passenger efficiency
- Asset renewal and maintenance across all transport assets
- Highway and network function integrated with land use – enhanced safety, performance and improved customer and freight productivity outcomes
- Planning for future bypass and connectivity to key transport hubs and land uses – corridor preservation.

It is these aspects which may influence thinking with the Integrated Transport Strategy being prepared by Council and the QCBD masterplan with the government's signalled intention to be involved in design and delivery of regional centres through a 'Movement and Place Framework', and perhaps the government's appetite to treat Monaro Street (Kings Highway).

In addition, the Plan points to specific SE Tablelands and Canberra Corridor initiatives (attachment 1). In particular the growth of the global city of Canberra/Queanbeyan will continue to drive demand for movement between the city and the coast via the Kings Highway for both access to services and to support the visitor economy.

The Snowy Mountains Highway will also play a role in maximising the investment for the visitor economy in places such as Eden (new Cruise Terminal) and Cooma (Alpine region), and may connect to the CBR region via upgrading Imlay Road to join Monaro Highway.



6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart) (Continued)

Conclusion

It is suggested Council make a submission to the Strategy and Plan acknowledging its far-reaching ambitions and movement away from traditional infrastructure-based planning, to service and client planning:

- supporting:
 - CBR-QBN as a global gateway
 - QBN as a regional city
 - Light rail to QBN
 - Barton Highway duplication
 - Eden Port development
 - High speed rail CBR-SYD
- noting:
 - its synergies with the QCBD Transformation Strategy and draft Integrated Transport Strategy;
 - the content of the QPRC-ACT MoU; and
- nominating inclusion of:
 - the east/west transport corridor from Nowra-Nerriga-Braidwood-Bungendore-Federal Highway
 - bypass of BGD and BWD to facilitate above, and support the unique heritage and village values of those towns
 - intermodal near BWD to decouple truck transport between Kings and MR92
 - BGD-QBN-CBR commuter rail proposal, and freight rail scenario, prefaced by mass transport feasibility report; with potential connection to light rail at Kingston
 - feasibility of intermodal rail facility in QBN near Hume boundary
 - resolution of bus regulatory and route barriers between ACT and QPRC
 - greater parity between ACT and NSW bus commuter fares
 - duplication of Pialligo Avenue to support the commuter, visitor and freight movement from the east-west corridor to the airport, and Majura Parkway to the Highway interchanges
 - re-framing role of Monaro Street (Kings Hwy) in QCBD place-setting context

6.11 NSW Future Transport 2056 - Submission (Ref: C17171227; Author: Tegart/Tegart) (Continued)

The submission should also note the absence of the Freight Plan being published with the Transport Strategy, does not enable a complete picture of the impact, opportunity and potential of the transport, freight and tourism movements into and through the region.

It is understood the CBRJO will make a joint submission on the Strategy.

Attachments

- | | |
|--------------|--------------------------------------------------------------------|
| Attachment 1 | SE Region Transport Initiatives (<i>Under Separate Cover</i>) |
| Attachment 2 | Public Transport in Regions (<i>Under Separate Cover</i>) |
| Attachment 3 | East West Transport Corridor: MR92 (<i>Under Separate Cover</i>) |

6.12 RFT 19/2017 - Plant Hire Panel Tender (Ref: C17175028; Author: Hansen/Taylor)

Summary

Council sought to engage a panel of approved pre-qualified contractors to carry out certain services. A Panel will be established for plant hire services as required for projects and various works. Council will select from the panel depending on services required.

Recommendation

That Council form a Plant Hire Panel comprising the following suppliers: (*insert names*)

Supplier 1
Supplier 2
Supplier 3
Supplier 4
Supplier 5
Supplier 6
Supplier 7
Supplier 8
Supplier 9
Supplier 10
Supplier 11
Supplier 12
Supplier 13
Supplier 14
Supplier 15
Supplier 16
Supplier 17
Supplier 18
Supplier 19
Supplier 20
Supplier 21
Supplier 22

**6.12 RFT 19/2017 - Plant Hire Panel Tender (Ref: C17175028; Author: Hansen/Taylor)
(Continued)**

Supplier 23
Supplier 24
Supplier 25
Supplier 26
Supplier 27
Supplier 28
Supplier 29
Supplier 30
Supplier 31

Background

On 6 June 2017, the Local Government Procurement (LGP) on behalf of Queanbeyan-Palerang Regional Council (QPRC) issued an Open Request for a Schedule of Rates Contract Tender (RFT) for Plant Hire Panel Tender.

The RFT documents were published on QPRC Tenderlink e-tendering web portal. Respondents were asked to lodge their responses electronically (preferred method) via this portal or by submitting a hard copy in the Tender Box located at 256 Crawford Street Queanbeyan.

In total, 32 organisations downloaded the RFT documents from the Tenderlink portal. No submissions were received via the Tender Box.

The work will be allocated across the approved contractors as required for projects and various works and determined by Council.

Plant Hire Services

Services were broken down between wet hire (plant hire with personnel), dry hire (plant hire only) and attachments (accessories attached to the plant).

Council requires all or part of the following services from the successful tenderers:

Wet	Dry	Attachments
Skid Steer	Skid Steer	Rock Hammer
Scraper	Roller	Mulcher
Loader	Car/Ute	GPS
Roller	Message Board	
Excavator	Grader	

6.12 RFT 19/2017 - Plant Hire Panel Tender (Ref: C17175028; Author: Hansen/Taylor)
(Continued)

Bulldozer	Excavator	
Tipper Truck	Other	
Dump Truck		
Float		
Water Truck		
Profiler		
Backhoe		
Tractor		
Wood Grinder		
Side Loader Garbage		
Rear Loader Garbage		
Street Sweepers		
Other		

The scope of work assigned to LGP was to prepare RFT documentation, establish tender evaluation criteria in Tenderlink (if online submission), facilitate the Tenderlink forum and issue addendums (if required). LGP chaired the evaluation panel, arranged reference checks and financial assessments for Council review. LGP has prepared this report and recommendation for QPRC to consider.

Value for Money

Value for money is a comprehensive assessment that takes into account both cost represented by the assessment of price, and value represented by technical assessment in the context of the risk profile presented by each Tender.

To identify best value for money requires the Tender Evaluation Committee to take into account all relevant risks, benefits and costs over the procurement life cycle.

Contract Term

The Contract Term is for the period 1 December 2017 until 30 June 2019.

Advertising Details

The RFT was advertised as follows:

- The Braidwood Times – 7 June 2017
- The Canberra Times – 6 June 2017

**6.12 RFT 19/2017 - Plant Hire Panel Tender (Ref: C17175028; Author: Hansen/Taylor)
(Continued)**

- Sydney Morning Herald – 6 June 2017
- QPRC Website – www.qprc.nsw.gov.au
- QPRC Tenderlink – www.tenderlink.com/qprc

Tender Responses

Submissions were received from 32 respondents. No late submissions were received.

Compliance Criteria

As per the Evaluation and Probity Plan, the RFT evaluation was based around compliance to the following:

- Tenderer details
- Conditions of participation
- Statement of compliance
- Statement of Conflict of Interest and Fair Dealing
- Work, Health and Safety Policies and Management and SWMS
- Insurance Requirements
- Licenses and accreditations
- Referees
- Departures, clarifications, assumptions
- Financials
 - o Dry Hire Rates
 - o Wet Hire Rates
- Quality Management Systems (QMS)

Qualitative Criteria

The qualitative criteria assessment was carried out by the Evaluation Committee in the week 19-23 June 2017 with the Committee scoring the tenders according to the evaluation matrix.

All tenderers were assessed against the qualitative selection criteria and importance weightings. Specific criteria were weighted according to their importance as agreed by the Evaluation Panel.

6.12 RFT 19/2017 - Plant Hire Panel Tender (Ref: C17175028; Author: Hansen/Taylor)
(Continued)

Criteria	Weighting
Company profile	50%
Operator Information	30%
Local Economic Benefit	20%
Total Weightings	100%

Evaluation Methodology

The attachment outlines the evaluation methodology and basis of recommendation.

Implications

Policy

The Tender was prepared and performed against QPRC Procurement Policy.

Economic

Local Economic Benefit requests suppliers to nominate what benefits this engagement will produce back into the economy of the Local Government Area. A weighting of 20% was placed as part of the assessment of the Tender Qualitative Criteria.

Conclusion

It is recommended QPRC form a Plant Hire Panel comprising the evaluated 31 suppliers.

Attachments

Attachment 1 RFT 19/2017 Plant Hire Panel Tender Evaluation Report (*Under Separate Cover*) - **CONFIDENTIAL**

**6.13 Carry Forward/Revote of Expenditure to Financial Year 2017/18 (Ref: C17163681;
Author: Taylor/Blakey)**

Summary

This report seeks Council's approval to carry forward and revote amounts specifically identified as unspent in the 2016/2017 financial year where works were not completed by 30 June 2017. The works are proposed to be completed in the 2017/2018 Financial Year.

Recommendation

That Council:

- 1. Note the Carry Forward amount of \$2,988,520 for works funding requirements identified in Attachment 1 proposed to be completed in the 2017/2018 financial year.**
 - 2. Approve the Revote amount of \$513,050 for the works funding requirements identified in Attachment 1 proposed to be completed in the 2017/2018.**
-

Background

Unspent expenditure votes at 30 June 2017 can be carried over pursuant to subclause 211 (3) of the *Local Government (General) Regulation 2005*:

All such approvals and votes lapse at the end of council's financial year. However, this subclause does not apply to approvals and votes relating to:

- (a) work carried out or started, or contracted to be carried out, for the council, or*
- (b) any service provided, or contracted to be provided, for the council, or*
- (c) goods or materials provided, or contracted to be provided, for the council, or*
- (d) facilities provided or started, or contracted to be provided, for the council,*

before the end of the year concerned, or to the payment of remuneration to members of the council's staff.

A review of financial balances as at 30 June 2017 has identified unspent budgets proposed to be either carried forward or revoted to 2017/2018. Attachment 1 to this report provides a summary of the proposed carry forward and revote works, with the carry forward works subject to consolidation of end of year adjustments and the annual audit process.

**6.13 Carry Forward/Revote of Expenditure to Financial Year 2017/18 (Ref: C17163681;
Author: Taylor/Blakey) (Continued)**

Implications***Financial***

Program Code	Expense Type	Funding source	Amount
Various	Various	Reserves	\$ 3,501,570

Conclusion

All projects were identified in the 2016/2017 Operational Plan and within the Quarterly Budget Review Statements.

Attachments

- Attachment 1 Carry Forward/ Revote of Expenditure to Financial Year 2017/18 (*Under Separate Cover*)

6.14 Quarterly Budget Review Statement for the Quarter Ending 30 September 2017
(Ref: C17176644; Author: Tegart/Marmont)

Summary

This report presents Queanbeyan-Palerang Regional Council's September 2017 Quarterly Budget Review Statement (QBRs) for the information of Council and the community.

The Quarterly Budget Review Statement has been prepared in consultation with all Branches within Council. It is submitted for consideration by Council.

Council's Quarterly Budget Review Statement result is a surplus of \$59k.

Recommendation

That Council:

- 1. Adopt the September 2017 Quarterly Budget Review Statement and variations as outlined in this report.**
 - 2. Note the predicted consolidated surplus of \$59k.**
-

Background

In accordance with clause 203 of the *Local Government (General) Regulation 2005*, the Responsible Accounting Officer must prepare and submit a quarterly budget review statement to the Council for the purposes of reviewing budget performance against the adopted operational plan and also to consider any necessary budget variations.

The Office of Local Government has developed a set of reporting requirements for the Quarterly Budget Reviews that all councils must comply with. The reporting requirements, known as the Quarterly Budget Review Statement (QBRs), facilitates progress reporting against the original and revised budgets at the end of each quarter.

The overall consolidated funded result has moved from a Surplus position of \$4k from the Original budget to a surplus of \$59k for the September Quarterly budget review.

The financial reporting policy for Council is currently being developed. In the interim, Council has resolved to apply thresholds of 10% or \$100,000 in relation to variance reporting. This is considered appropriate for the size of the amalgamated organisation in order to focus attention on areas of significant variance.

The primary variations and issues impacting on the funded result are discussed below with favourable changes identified as (F) and unfavourable as (U).

Operating Income adjustments:

- Additional return on investments \$107k (F)
- Reduction in grants and contribution offset by increase in transfer from reserve, due to advance payment of FAG Grant received in 2016-17 \$253k (F)

Operating Expense adjustments:

- Internal recharge of project reallocated between operating and capital, as well as between General Fund and Domestic Waste Management Fund \$372k (U).

**6.14 Quarterly Budget Review Statement for the Quarter Ending 30 September 2017
(Ref: C17176644; Author: Tegart/Marmont) (Continued)**

Capital Income adjustments:

- Major capital projects funded from grants and loans include Nerriga Road \$8m, Old Cooma Road \$16m and QISC Extension \$4.4m (F)

Capital Expense adjustments:

- Internal recharge of project reallocated between operating and capital, as well as between General Fund and Domestic Waste Management Fund \$372k (F).
- Major capital projects funded from grants and loans include Nerriga Road \$8m, Old Cooma Road \$16m and QISC Extension \$4.4m (U)
- Additional CAMMS Project \$162k (U)
- Audio Queanbeyan Chamber \$50k (U)
- Furniture Bungendore Chamber \$75k (U)

Implications***Legal***

The QBRS complies with clause 203 of the Local Government (General) Regulation 2005 and the Local Government Code of Accounting Practice and Financial Reporting Guidelines.

Financial

The tables below summarise the Funds and Consolidated results at 30 September 2017.

Conclusion

It is proposed to implement the net budget amendments totalling \$55k as outlined in the report, resulting in a surplus budget of \$59k, once endorsed by Council.

6.14 Quarterly Budget Review Statement for the Quarter Ending 30 September 2017 (Ref: C17176644; Author: Tegart/Marmont) (Continued)

Queanbeyan-Palerang Regional Council General Fund Result (including Waste, Stormwater, Transition Projects, SEWOL and CBRJO)

Description	Annual Original Budget 18GLBUD0 / 18PIBUD0	Annual Revised Budget 18GLBUD0 / 18PIBUD0	Actual Ledger 18GLACT / 18PIACT	Var Actuals to Budget	Budget Revision	Current Revised Budget 18GLBUD1 / 18PIBUD1	Var Prior Year to Current Year Budget
Expenses							
Employee Benefits	39,245,155	39,245,155	11,785,812	0	299,567	39,544,722	1%
Borrowing Costs	2,246,773	2,246,773	33,559	0	0	2,246,773	0%
Materials & Contracts	24,795,528	24,795,528	7,808,901	0	546,049	25,341,577	2%
Depreciation & Amortization	13,404,517	13,404,517	0	0	(105,365)	13,299,152	(1%)
Other Expenses	10,027,870	10,027,870	3,789,766	0	237,060	10,264,930	2%
Cost of Assets Sold	0	0	(9,000)	0	0	0	0%
Transfer to Reserves	7,211,774	7,211,774	0	0	(458,650)	6,753,124	(6%)
Internal Recharges	(6,098,170)	(6,098,170)	107,878	(0)	313,951	(5,784,219)	(5%)
Internal Distribution Attribution	(4,675,797)	(4,675,797)	(5,471,476)	1	0	(4,675,797)	0%
Asset Purchases	238,200	238,200	22,296	0	0	238,200	0%
Total Expenses	86,395,850	86,395,850	18,067,736	0	832,612	87,228,462	1%
Income							
Rates, Levies & Annual Charges	(44,671,595)	(44,671,595)	(44,862,922)	1	0	(44,671,595)	(0%)
User charges and fees	(12,241,100)	(12,241,100)	(4,365,333)	0	(36,300)	(12,277,400)	0%
Interest & Investment Revenue	(2,643,352)	(2,643,352)	(425,051)	0	(107,000)	(2,750,352)	0%
Other Income	(1,601,791)	(1,601,791)	(258,846)	0	(10,000)	(1,611,791)	1%
Grants, subsidies, contributions and do	(10,679,170)	(10,679,170)	(2,661,866)	0	2,423,567	(8,255,603)	(23%)
Grants, subsidies, contributions and do	(13,622,427)	(13,622,427)	(490,906)	0	0	(13,622,427)	0%
Asset Sales	(3,000)	(3,000)	(1,877)	1	0	(3,000)	0%
Transfer from Reserve	(4,241,536)	(4,241,536)	(2,906,529)	1	(3,566,417)	(7,807,953)	84%
Employee Benefits	0	0	0	0	0	0	0%
Total Income	(89,703,971)	(89,703,971)	(55,973,330)	1	(1,296,149)	(91,000,120)	1%
Capital Project Expenditure							
Employee Benefits	0	0	326,020	0	0	0	0%
Borrowing Costs	168,293	168,293	0	0	0	168,293	0%
Materials & Contracts	54,691,295	54,691,295	5,202,766	0	34,727,895	89,419,190	63%
Other Expenses	0	0	35,163	0	0	0	0%
Internal Recharges	1,861,807	1,861,807	476,344	0	(369,951)	1,491,856	(20%)
Asset Purchases	2,865,046	2,865,046	1,204,630	0	375,498	3,240,544	13%
Total Capital Project Expenditure	59,586,441	59,586,441	7,244,923	1	34,733,442	94,319,883	58%
Capital Project Income							
User charges and fees	(36,300)	(36,300)	5,816	(0)	36,300	0	(100%)
Other Income	(28,580,000)	(28,580,000)	(309,835)	0	(3,000,001)	(31,580,001)	10%
Grants, subsidies, contributions and do	(704,840)	(704,840)	(54,739)	0	0	(704,840)	0%
Grants, subsidies, contributions and do	(3,329,556)	(3,329,556)	72,514	(0)	(26,324,152)	(29,653,708)	791%
Asset Sales	0	0	(500)	0	0	0	0%
Transfer from Reserve	(22,779,061)	(22,779,061)	(26,951)	0	(5,142,854)	(27,921,915)	23%
Total Capital Project Income	(55,429,757)	(55,429,757)	(313,696)	0	(34,430,707)	(89,860,464)	62%
Total Income	(145,133,728)	(145,133,728)	(56,287,027)	3	(35,726,856)	(180,860,584)	25%
Total Expenditure	145,982,291	145,982,291	25,312,659	3	35,566,054	181,548,345	24%
Budget Result	848,563	848,563	(30,974,368)	(37)	(160,803)	687,761	(19%)
Less Depreciation	13,404,517	13,404,517	0			13,299,152	
Plus Non Cash	(12,552,000)	(12,552,000)	0			(12,552,000)	
Surplus/Deficit	(3,954)	(3,954)	(30,974,368)			(59,391)	

6.14 Quarterly Budget Review Statement for the Quarter Ending 30 September 2017 (Ref: C17176644; Author: Tegart/Marmont) (Continued)

Queanbeyan-Palerang Regional Council Water Fund Result

Description	Annual Original Budget 18GLBUD0 / 18PJBUD0	Annual Revised Budget 18GLBUD0 / 18PJBUD0	Actual Ledger 18GLACT / 18PIACT	Var Actuals to Budget	Budget Revision	Current Revised Budget 18GLBUD1 / 18PJBUD1	Var Prior Year to Current Year Budget
Expenses							
Employee Benefits	1,788,540	1,788,540	359,593	0	(343,386)	1,445,155	(19%)
Borrowing Costs	839,016	839,016	18,070	0	0	839,016	0%
Materials & Contracts	15,415,405	15,415,405	3,367,056	0	(207,899)	15,207,506	(1%)
Depreciation & Amortization	3,189,651	3,189,651	0	0	0	3,189,651	0%
Other Expenses	215,755	215,755	98,074	0	0	215,755	0%
Transfer to Reserves	1,323,983	1,323,983	0	0	322,386	1,646,369	24%
Internal Recharges	1,914,003	1,914,003	114,863	0	(1,500)	1,912,503	(0%)
Internal Distribution Attribution	2,568,836	2,568,836	2,568,836	1	0	2,568,836	0%
Total Expenses	27,255,190	27,255,190	6,526,493	0	(230,399)	27,024,791	(1%)
Income							
Rates, Levies & Annual Charges	(22,288,769)	(22,288,769)	(10,069,026)	0	0	(22,288,769)	0%
User charges and fees	(64,199)	(64,199)	(4,962)	0	0	(64,199)	0%
Interest & Investment Revenue	(296,735)	(296,735)	0	0	0	(296,735)	0%
Other Income	0	0	(71,373)	0	0	0	0%
Grants, subsidies, contributions and do	(97,221)	(97,221)	0	0	0	(97,221)	0%
Grants, subsidies, contributions and do	(1,198,162)	(1,198,162)	(96,703)	0	0	(1,198,162)	0%
Asset Sales	0	0	(5,363)	0	0	0	0%
Transfer from Reserve	(985,453)	(985,453)	0	0	230,399	(755,054)	(23%)
Total Income	(24,930,539)	(24,930,539)	(10,247,426)	0	230,399	(24,700,140)	(1%)
Capital Project Expenditure							
Employee Benefits	0	0	10,519	0	0	0	0%
Materials & Contracts	2,727,803	2,727,803	107,590	0	(976,495)	1,751,308	(36%)
Other Expenses	2,197	2,197	203	0	0	2,197	0%
Internal Recharges	372,500	372,500	19,268	0	(2,500)	370,000	(1%)
Total Capital Project Expenditure	3,102,500	3,102,500	137,580	0	(978,995)	2,123,505	(32%)
Capital Project Income							
User charges and fees	(20,000)	(20,000)	0	0	(30,000)	(50,000)	150%
Grants, subsidies, contributions and do	0	0	0	0	0	0	0%
Transfer from Reserve	(3,082,500)	(3,082,500)	0	0	1,008,995	(2,073,505)	(33%)
Total Capital Project Income	(3,102,500)	(3,102,500)	0	0	978,995	(2,123,505)	(32%)
Total Income	(28,033,039)	(28,033,039)	(10,247,426)	1	1,209,394	(26,823,645)	(4%)
Total Expenditure	30,357,690	30,357,690	6,664,074	2	(1,209,394)	29,148,296	(4%)
Budget Result	2,324,651	2,324,651	(3,583,352)	(2)	0	2,324,651	0%
Less Depreciation	3,189,651	3,189,651	0			3,189,651	
Plus Non Cash	(865,000)	(865,000)	0			(865,000)	
Surplus/Deficit	(0)	(0)	(3,583,352)			(0)	

6.14 Quarterly Budget Review Statement for the Quarter Ending 30 September 2017 (Ref: C17176644; Author: Tegart/Marmont) (Continued)

Queanbeyan-Palerang Regional Council Sewer Fund Result

Description	Annual Original Budget 18GLBUD0 / 18PJUD0	Annual Revised Budget 18GLBUD0 / 18PJUD0	Actual Ledger 18GLACT / 18PJACT	Var Actuals to Budget	Budget Revision	Current Revised Budget 18GLBUD1 / 18PJUD1	Var Prior Year to Current Year Budget
Expenses							
Employee Benefits	1,825,337	1,825,337	778,397	0	(40,471)	1,784,866	(2%)
Borrowing Costs	719,386	719,386	51,630	0	0	719,386	0%
Materials & Contracts	5,250,327	5,250,327	1,289,353	0	23,034	5,273,361	0%
Depreciation & Amortization	4,365,345	4,365,345	0	0	105,365	4,470,710	2%
Other Expenses	681,586	681,586	314,574	0	9,000	690,586	1%
Transfer to Reserves	6,902,060	6,902,060	0	0	(58,529)	6,843,531	(1%)
Internal Recharges	2,439,710	2,439,710	82,278	0	60,000	2,499,710	2%
Internal Distribution Attribution	2,106,961	2,106,961	2,106,961	1	0	2,106,961	0%
Total Expenses	24,290,712	24,290,712	4,623,192	0	98,399	24,389,111	0%
Income							
Rates, Levies & Annual Charges	(16,310,123)	(16,310,123)	(15,825,636)	1	0	(16,310,123)	0%
User charges and fees	(71,640)	(71,640)	(84,056)	1	(47,770)	(119,410)	67%
Interest & Investment Revenue	(1,374,914)	(1,374,914)	0	0	0	(1,374,914)	0%
Other Income	(100,000)	(100,000)	(79,953)	1	0	(100,000)	0%
Grants, subsidies, contributions and do	(96,367)	(96,367)	0	0	0	(96,367)	0%
Grants, subsidies, contributions and do	(7,256,323)	(7,256,323)	(102,858)	0	0	(7,256,323)	0%
Transfer from Reserve	(1,808,000)	(1,808,000)	0	0	54,736	(1,753,264)	(3%)
Total Income	(27,017,367)	(27,017,367)	(16,092,503)	1	6,966	(27,010,401)	(0%)
Capital Project Expenditure							
Employee Benefits	24,500	24,500	440	0	0	24,500	0%
Materials & Contracts	10,928,923	10,928,923	1,386,303	0	369,729	11,298,652	3%
Other Expenses	7,697	7,697	0	0	0	7,697	0%
Internal Recharges	305,500	305,500	0	0	0	305,500	0%
Total Capital Project Expenditure	11,266,620	11,266,620	1,386,742	0	369,729	11,636,349	3%
Capital Project Income							
User charges and fees	(20,000)	(20,000)	0	0	0	(20,000)	0%
Transfer from Reserve	(11,246,620)	(11,246,620)	0	0	(369,729)	(11,616,349)	3%
Total Capital Project Income	(11,266,620)	(11,266,620)	0	0	(369,729)	(11,636,349)	3%
Total Income	(38,283,987)	(38,283,987)	(16,092,503)	3	(362,763)	(38,646,750)	1%
Total Expenditure	35,557,332	35,557,332	6,009,935	2	468,128	36,025,460	1%
Budget Result	(2,726,655)	(2,726,655)	(10,082,568)	4	105,365	(2,621,290)	(4%)
Less Depreciation	4,365,345	4,365,345	0			4,470,710	
Plus Non Cash	(7,092,000)	(7,092,000)	0			(7,092,000)	
Surplus/Deficit	0	0	(10,082,568)			0	

6.14 Quarterly Budget Review Statement for the Quarter Ending 30 September 2017 (Ref: C17176644; Author: Tegart/Marmont) (Continued)

Queanbeyan-Palerang Regional Council All Funds Result

Description	Annual Original Budget 18GLBUD0 / 18PJUD0	Annual Revised Budget 18GLBUD0 / 18PJUD0	Actual Ledger 18GLACT / 18PIACT	Var Actuals to Budget	Budget Revision	Current Revised Budget 18GLBUD1 / 18PJUD1	Var Prior Year to Current Year Budget
Expenses							
Employee Benefits	42,859,033	42,859,033	12,923,802	0	(84,290)	42,774,743	(0%)
Borrowing Costs	3,805,175	3,805,175	103,259	0	0	3,805,175	0%
Materials & Contracts	45,461,260	45,461,260	12,465,311	0	361,184	45,822,444	1%
Depreciation & Amortization	20,959,513	20,959,513	0	0	0	20,959,513	0%
Other Expenses	10,925,211	10,925,211	4,202,414	0	246,060	11,171,271	2%
Cost of Assets Sold	0	0	(9,000)	0	0	0	0%
Transfer to Reserves	15,437,817	15,437,817	0	0	(194,793)	15,243,024	(1%)
Internal Recharges	(1,744,457)	(1,744,457)	305,018	(0)	372,451	(1,372,006)	(21%)
Internal Distribution Attribution	0	0	(795,679)	0	0	0	0%
Asset Purchases	238,200	238,200	22,296	0	0	238,200	0%
Total Expenses	137,941,751	137,941,751	29,217,422	0	700,612	138,642,364	1%
Income							
Rates, Levies & Annual Charges	(83,270,487)	(83,270,487)	(70,757,584)	1	0	(83,270,487)	(0%)
User charges and fees	(12,376,939)	(12,376,939)	(4,454,350)	0	(84,070)	(12,461,009)	1%
Interest & Investment Revenue	(4,315,001)	(4,315,001)	(425,051)	0	(107,000)	(4,422,001)	2%
Other Income	(1,701,791)	(1,701,791)	(410,172)	0	(10,000)	(1,711,791)	1%
Grants, subsidies, contributions and do	(10,872,758)	(10,872,758)	(2,661,866)	0	2,423,567	(8,449,191)	(22%)
Grants, subsidies, contributions and do	(22,076,912)	(22,076,912)	(690,467)	0	0	(22,076,912)	0%
Asset Sales	(3,000)	(3,000)	(7,240)	2	0	(3,000)	0%
Transfer from Reserve	(7,034,989)	(7,034,989)	(2,906,529)	0	(3,281,282)	(10,316,271)	47%
Employee Benefits	0	0	0	0	0	0	0%
Total Income	(141,651,877)	(141,651,877)	(82,313,259)	1	(1,058,784)	(142,710,661)	1%
Capital Project Expenditure							
Employee Benefits	24,500	24,500	336,979	14	0	24,500	0%
Borrowing Costs	168,293	168,293	0	0	0	168,293	0%
Materials & Contracts	68,348,021	68,348,021	6,696,658	0	34,121,129	102,469,150	50%
Other Expenses	9,894	9,894	35,366	4	0	9,894	0%
Internal Recharges	2,539,807	2,539,807	495,612	0	(372,451)	2,167,356	(15%)
Asset Purchases	2,865,046	2,865,046	1,204,630	0	375,498	3,240,544	13%
Total Capital Project Expenditure	73,955,561	73,955,561	8,769,246	18	34,124,176	108,079,737	46%
Capital Project Income							
User charges and fees	(76,300)	(76,300)	5,816	(0)	6,300	(70,000)	(8%)
Other Income	(28,580,000)	(28,580,000)	(309,835)	0	(3,000,001)	(31,580,001)	10%
Grants, subsidies, contributions and do	(704,840)	(704,840)	(54,739)	0	0	(704,840)	0%
Grants, subsidies, contributions and do	(3,329,556)	(3,329,556)	72,514	(0)	(26,324,152)	(29,653,708)	791%
Asset Sales	0	0	(500)	0	0	0	0%
Transfer from Reserve	(37,108,181)	(37,108,181)	(26,951)	0	(4,503,588)	(41,611,769)	12%
Total Capital Project Income	(69,798,877)	(69,798,877)	(313,696)	0	(33,821,441)	(103,620,318)	48%
Total Income	(211,450,754)	(211,450,754)	(82,626,956)	5	(34,880,225)	(246,330,979)	16%
Total Expenditure	211,897,312	211,897,312	37,986,667	19	34,824,788	246,722,100	16%
Budget Result	446,559	446,559	(44,640,288)	(100)	(55,437)	391,121	(12%)
Less Depreciation	20,959,513	20,959,513	0			20,959,513	
Plus Non Cash	(20,509,000)	(20,509,000)	0			(20,509,000)	
Surplus/Deficit	(3,954)	(3,954)	(44,640,288)			(59,391)	

Attachments

Nil

6.15 Investment Report - October 2017 (Ref: C17176839; Author: Taylor/Drayton)

Summary

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

This report presents the investment result for October 2017.

Recommendation

That Council:

- 1. Note the investment income for October 2017 is \$665,523 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2017/18 Financial Year to \$1,822,875 which is \$422,875 above the year to date budget within the Operational Plan.**
 - 2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, and the *Local Government (General) Regulation 2005*.**
 - 3. Adopt the Investment Report for the month of October 2017.**
-

Background

Cash and Cash Equivalent Investments

The principal amount invested as at 31 October 2017 was \$154,972,463.

Council's investment portfolio's annualised monthly return of +5.36% (net actual) in October 2017 outperformed the AusBond Bank Bill Index return of +1.74%.

Refer to Attachment 1 for the following supporting information:

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

Market Update

The average 30 day BBSW rate for October 2017 was 1.60%.

As expected, the Reserve Bank (RBA) left the cash rate unchanged at 1.50% at its November 2017 board meeting.

The Governor's associated statement provided few changes from last month. The RBA is expecting above-trend growth in Australia next year despite uncertainty around the household sector as domestic real wage growth remains outpaced by high household debt. They continue to forecast inflation moving back to 2.5% in 2019.

**6.15 Investment Report - October 2017 (Ref: C17176839; Author: Taylor/Drayton)
(Continued)**

Since the last board meeting, the AUD had depreciated from USD0.788 to USD0.768 with the Bank repeating its warning that “an appreciating exchange rate would be expected to result in a slower pick-up in economic activity and inflation than currently forecast”.

The futures market factor in a mid-2018 rate hike, but now as part of a longer ongoing cycle. There is no urgency priced in; the weak CPI returning doubt to the interest rate cycle.

Source: CPG Research and Advisory

Implications***Policy***

I hereby certify that Queanbeyan-Palerang Regional Council investments listed in Table 1 attached to this report have been made in accordance with section 625 of the Local Government Act 1993, and clause 212 of the Local Government General Regulations 2005. During May 2017, Queanbeyan-Palerang Regional Council became noncompliant with its investment policy due to an overexposure to the Bank of Queensland counterparty. Refer below for further details.

Shane Taylor
Chief Financial Officer

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

Council’s Policy states:

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

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

So, based on the lower-of ratings, which constrain new investment, Council’s current position is as follows:

Council’s ‘BBB’ and ‘Non-Rated’ Australian Deposit-taking Institution (ADI) target of 40% aggregate is now exceeded by 4%, down from 16% in May 2017 when the ADI downgrades were imposed. New investment in this category will continue to remain halted for much of 2017.

Council’s overweight position with BOQ after downgrades, will reduce by the end of 2017, but will not be fully released until late 2018. This will halt new investment with BOQ.

**6.15 Investment Report - October 2017 (Ref: C17176839; Author: Taylor/Drayton)
(Continued)**

Financial

Investment income for the 2017/18 Financial Year as at 31 October 2017 amounts to \$1,822,875. This return was \$422,875 above the year to date budget. The investment returns are primarily added to restricted funds (ie development contributions) that form the bulk of the investments.

Refer to Attachment 1 - Graph 1 and Table 5.

Council's investment portfolio had an excellent month, with return dominated by the recently placed allocation in the TCorp Long Term Growth Fund. As this Fund has a high proportion of growth assets (around 70%) to defensive assets, returns are volatile with the potential of negative returns so should be viewed as a long-term holding.

Attachments

Attachment 1	Investment Report - October 2017 - Attachment 1 - 22 November 2017 (Under Separate Cover)
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6.16 Financial Statement by Council (Ref: C17175960; Author: Tegart/Taylor)

Summary

Section 413(2) of the *Local Government Act 1993* requires Council to prepare financial statements and to refer those reports for audit.

Recommendation

That Council:

- 1. Present the financial statements to 30 June 2017 for the Queanbeyan- Palerang Regional Council for audit and invite submissions from the public.**
 - 2. Complete the Financial Statements required by Section 413(2)(c) of the *Local Government Act 1993* in relation to Queanbeyan-Palerang Regional Council's Financial Statements for the period ending 30 June 2017 upon receipt of the Auditor's Certificate.**
 - 3. Invite the Audit Office of New South Wales (in accordance with regulations) to complete the audit and present to Council.**
-

Background

On 12 May 2016 by proclamation, the amalgamation of the former Queanbeyan City Council and former Palerang Council into the Queanbeyan-Palerang Regional Council occurred. In accordance with the proclamation, Council is required to present statements (from the period 12 May 2016 through to 30 June 2017) of its opinion on the reports of the newly-formed Queanbeyan-Palerang Regional Council. Copies of the statements required for the general purpose financial statements and special purpose financial statements are attached. They must be completed by the Council and signed by management (being the Mayor, one Councillor, the Chief Executive Officer and Responsible Accounting Officer).

It is noted the accounts cover a period of 58 weeks.

In line with the NSW Office of Local Government Code of Accounting Practice and Financial Reporting, QPRC was required to assess differences between the former councils in the following areas:

- Asset capitalisation thresholds.
- Inconsistent methodologies in determining fair values of liabilities.
- Completeness of assets and liabilities.
- Date of last external valuations.
- Valuation methodologies.

Significant differences in valuing infrastructure assets across the former Councils existed. A comprehensive valuation exercise to achieve consistent thresholds and methodologies of the infrastructure assets at 13 May 2016 was commissioned through Pickles Valuation Services. These values are represented in the financial statements.

6.16 Financial Statement by Council (Ref: C17175960; Author: Tegart/Taylor)
(Continued)

Once the Auditors have completed the audit and have submitted their report, Council must fix a date for a meeting at which the Auditor's Report will be presented, and give public notice of the date. Section 418(2) requires this date to be at least seven days after the date on which notice is given, but not more than five weeks after the Auditor's Reports are given to Council.

The audit process will be finalised in December, and it is anticipated that the completed financial statements will be presented to the Council meeting held on 13 December 2017.

Implications***Engagement***

Section 420(1) of the *Local Government Act 1993* allows any person to make submissions to Council with respect to Council's audited financial reports or with respect to the Auditor's Reports. The accounts will also be presented to the Audit, Risk and Improvement Committee.

Resources (including staff)

The first annual statements of Queanbeyan-Palerang Regional Council were derived from the former Councils' separate financial systems. Amalgamation of the two systems has now occurred making 2017/18 Financial Statements significantly easier to prepare.

Conclusion

Notes to the financial statements acknowledge that in the first year of the merged Council, 58 weeks of expenditure and 52 weeks of revenues were brought to account, which distorts the financial results.

Attachments

- | | |
|--------------|-------------------------------------------------------------------------------------------------------------------------------------|
| Attachment 1 | General Purpose Statement by Mayor, Councillor and Management - Audit Referral Financial Statements (<i>Under Separate Cover</i>) |
| Attachment 2 | Special Purpose Statement by Mayor, Councillor and Management - Audit Referral Financial Statements (<i>Under Separate Cover</i>) |

6.17 Request to Waive Hire Fees - 2017 Queanbeyan Gift (Ref: C17167862; Author: Thompson/Penman)

Summary

The NSW Athletic League has requested that the hire fees be waived for the 2017 Queanbeyan Gift to be held on Brad Haddin Oval at Queanbeyan Park.

Recommendation

That:

- 1. Council waive the hire fees of \$270.00 for the 2017 Queanbeyan Gift.**
 - 2. The NSW Athletics League be advised that future requests relating to the waiving of hire fees for the Queanbeyan Gift should be sought through Council's annual donations scheme program.**
-

Background

The NSW Athletic League has held the Annual Queanbeyan Gift athletics carnival at the Queanbeyan Park since 2000. Up until the 2016 event, the Gift was a Queanbeyan City Council event, where Council staff played a large role in the event as well as funding the event, together with the family fun day which was also run at the Queanbeyan Park on the day. The gift is now the responsibility of the NSW Athletic League to arrange, set up and run on the day. Council's role is now limited to staff preparing the oval and cleaning.

The Gift attracts a wide range of athletes to Queanbeyan including Olympians and brings a significant number of interstate participants and visitors to Queanbeyan.

This year the organisers also have the Queanbeyan Markets joining them on the day, setting up under the trees of Queanbeyan Park.

The New South Wales Athletic League is an incorporated not for profit association. This year the League has requested that the \$270 hire fee for the Oval be waived so that it can put that money back into the event. The Gift is a popular event for the athletes on the calendar due to the setting of the Queanbeyan Park.

In waiving the fee, Council would be drawing \$270 from the donation fund to cover the hire fees.

Given the economic significance and positive media exposure of this event, it is reasonable that Council support the request in this instance. The NSW Athletic League should be requested to lodge a donation request in line with Council's Donations Policy in future years.

Attachments

Nil

6.18 Rate Relief - Kano Jujutsu Institute Limited (Ref: C17170505; Author: Taylor/Steiger)

Summary

A report was tabled at the Council meeting on 27 September 2017 seeking donations for rate relief from Home in Queanbeyan and Kano Jujutsu Institute Limited. Council resolved to grant the donation to Home in Queanbeyan and requested further advice on the charitable status of Kano Jujutsu Institute Limited.

Recommendation

That Council not approve the application for a rate relief being a donation of 50% of the general rates for Kano Jujutsu Institute on the basis that they are not a public charity or a not-for-profit organisation.

Background

QPRC staff performed an investigation on the Australian Business Number of Kano Jujitsu Institute Limited through the Australian Charities and Not for Profits Commission. Investigation (ACNC) results highlighted Kano Jujitsu Institute Limited is not registered as a not-for-profit organisation through the ACNC. Further investigation was made by way of a phone call to the owners of Kano Jujutsu Institute Limited who advised that they were not registered as a charity or as a not-for-profit organisation.

Implications

Financial

There are no financial implications.

Attachments

Nil

**6.19 Audit, Risk and Improvement Committee (Ref: C17169132; Author:
Warne/Bozzato)**

Summary

This report informs Council on the outcomes of the 12 October 2017 meeting of the Audit, Risk and Improvement Committee.

Recommendation

That Council note:

- 1. The report of the Audit, Risk and Improvement Committee meeting of 12 October 2017.**
 - 2. The Committee will provide its annual report to Council separately.**
-

Background

The sixth meeting of the Audit, Risk and Improvement Committee was held on 12 October 2017, at which the Committee considered papers relating to:

- progress of Council's transition plan;
- a management-initiated audit of Council's Work, Health and Safety and Environmental Management systems that was commissioned to support their certification;
- management of Council's major projects, including a proposed model for a project management office, and
- outcomes of the 2016-17 Statewide Mutual rebate program.

The Chief Financial Officer also presented a report addressing key issues and activities, including preparation of the 2016-17 annual financial statements.

In relation to Internal Audit, the Committee:

- was provided with a progress report against the 2016-17 and 2017-18 Internal Audit Plans
- considered internal audit reports addressing implementation of the OneCouncil financial management information system, Council's decision making framework, and Council's payroll systems
- reviewed progress in the implementation of recommendations contained in internal audits and audits of the Council's annual financial statements
- considered a report assessing performance of the Internal Audit function
- considered proposed changes to the Internal Audit Charter that reflect Council's recent restructure and clarify the role of the Committee in relation to assignment of the role of Chief Audit Executive.

The Committee also discussed issues identified in self-assessment questionnaires recently completed by members. This discussion will inform the finalisation of the Committee's upcoming annual report to Council for the 2016-17 year.

**6.19 Audit, Risk and Improvement Committee (Ref: C17169132; Author:
Warne/Bozzato) (Continued)**

Further information on these items is included in the attached draft minutes for the meeting.

Implications

Legal

The Committee's consideration of these reports enable it to meet its responsibilities detailed in the Council's Audit, Risk and Improvement Committee Charter which is consistent with requirements of the *Local Government Act 1993*.

Attachments

Attachment 1	12 October 2017 - Audit, Risk and Improvement Committee - Minutes (Under Separate Cover)
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6.20 Submission - Regulation Review 2017 (Ref: C17173089; Author: Thompson/Carswell)

Summary

The Government is currently reviewing the *Environmental Planning and Assessment Regulations 2000* and interested parties have until 24 November to make a submission. The purpose of this report is to outline the nature of the review and to recommend to Council that it makes a submission covering the issues raised by the report.

Recommendation

That Council make a submission on the review of the *Environmental Planning and Assessment Regulations 2000* covering the issues in this report and other matters as appropriate.

Background

The Government is currently reviewing the *Environmental Planning and Assessment Regulations 2000* and interested parties have until 24 November to make a submission.

The objectives of the current review are to:

- reduce administrative burden and increase procedural efficiency (e.g. by removing any outdated rules which make the system hard to use)
- reduce complexity
- establish a simpler, more modern and transparent planning system.

The NSW Department of Planning and Environment has prepared an issues paper that outlines the key operational provisions of the Regulation and seeks:

- Stakeholder views on known issues with the current Regulation
- Stakeholder feedback to help identify other issues, including suggestions for updating and improving the function of key operational provisions and reducing unnecessary regulatory and administrative burdens.

This stage of the process is seen as a first step, with the Department seeking feedback from stakeholders on the current Regulation.

The Department has indicated that feedback received in response to this issues paper will be used to inform the preparation of a draft regulation, which will be released for consultation in 2018.

Issues

1. Planning instruments

The Issues Paper flags amendments to the *Environmental Planning and Assessment Act 1979* (the Amendment Bill) which will require councils to follow a standard format for development control plans. Regulations for this have not been produced and the Issues Paper indicates that the Department will work with councils to develop an approach to how the standard format DCP could be implemented, to ensure DCPs have the right balance of consistency and flexibility to capture local contexts.

6.20 Submission - Regulation Review 2017 (Ref: C17173089; Author: Thompson/Carswell) (Continued)

This general approach is supported and has the potential to enable the repeal of clauses such as clause 21A "Approval of development control plans relating to residential apartment development". However, any reforms need to consider the challenges and circumstances in non-metropolitan areas often associated with development within Zones RU1 Primary Production, RU5 Village, E3 Environmental Management and E4 Environmental Living.

The standard format also needs to be structured so that it follows the sequence of 79C matters for consideration, so that complying with the relevant provision covers that matter. In addition, prior to the preparation of a DCP template, the outcomes that DCPs produce should be identified to ensure that successful DCPs (or parts thereof) are allowed to continue. For example, the use of master planning as part of the DCP process in the urban release areas in Queanbeyan has allowed for high level matters to be resolved prior to the preparation of individual development applications for subdivision. The Department is encouraged to ensure that a 'one size fits all' approach not be pursued just for ease of making the planning portal work.

The focus needs to be on outcomes achieved, not just the process and technology around it.

2. Development assessment and consent

To assist procedural efficiency, the Regulations need to clarify and simplify the application of 79C matters for the assessment of new development/extensions within existing urban areas for those applicants who wish to submit a development application. This would make the process procedurally simpler and quicker for this type of development application.

If pursued, this should also incorporate any matters currently prescribed by the Regulation.

In the case of applications that may be "withdrawn", the decision to withdraw should ultimately be with the applicant and not "forced" by the assessment authority. This should be clearly relayed to the applicant as they otherwise have no recourse for review or appeal with withdrawn applications.

3. Environmental assessment

The *State Environmental Planning Policy (Infrastructure) 2007* (ISEPP) is often misinterpreted and applied in instances where it was not intended. It is common that where the proposed use is not stipulated, then a "like" use is applied. This then causes confusion in so far as the trigger for requiring an EIS and the resultant scope of the EIS.

A Review of Environmental Factors, EIS and other information relied upon during the assessment should be made publicly available. Further, standardised templates detailing the format and information required and relied on to enable the assessment could be regulated, while the level of information and depth of study should be relative to the proposal.

4. Development contributions

There is a need for the Regulations to be reviewed to clarify what type of amendments to planning agreements that section 93G of the *Environmental Planning and Assessment Act 1979* applies to and to exempt minor or housekeeping amendments to executed planning agreements from it.

In regard to the latter, this could be limited to changes to contribution rates arising from updated information, minor changes to clauses or other housekeeping changes i.e. changes which do not materially affect a planning agreement. This change would speed up the current process and obviate the need for legal input into preparing Deeds of Variation or new planning agreements for these type of changes.

6.20 Submission - Regulation Review 2017 (Ref: C17173089; Author: Thompson/Carswell) (Continued)

In regard to indexation of monetary contributions, the Regulation needs to be amended to allow for the use of indexes or methods of escalation other than the Consumer Price Index (All Groups Index) for Sydney for particular types of infrastructure. This would apply to hard infrastructure such as roads and buildings which the Consumer Price Index tends to understate increases for. Suggested indexes for these could be some sort of construction index or other methods of escalation such as those used by Roads and Maritime Services.

It is also time for the Regulations to review the percentages and base figures used to set section 94A contributions which mostly haven't been reviewed since they were introduced by the 2005 planning reforms. For some jurisdictions and/or types of development this has been done but should be done generally.

The Regulations should also allow a pathway for these thresholds and percentages to be adjusted in particular circumstances.

5. Fees and charges

The review of all fees as part of this review is welcomed. Fees are often historic, inconsistent and do not relate to the amount and cost of labour required by the particular process.

One fee that needs to be included in the Regulation is a fee for the preparation of a planning proposal. Many jurisdictions charge this and it could be based on minor and major planning proposals and an assessment of the current hours that staff actually required for the preparation of a planning proposal. This could also be discounted if felt necessary.

Another fee that should be considered by the Regulation is a fee for service where an application is withdrawn just prior to determination.

This Council recently had a situation where a major development application was some days off from being determined by the Joint Regional Planning Panel when the applicant withdrew it. This was after considerable monies had been expended on staff time to assess the application as well as the commissioning of consultants to review the applicant's studies. Councils should be recompensed in this type of situation.

6. Planning certificates

Since the commencement of the *Environmental Planning and Assessment Act 1979* more than 37 years ago, the amount of information to be included in Section 149 Certificates has greatly increased. In some cases, this has resulted in them being lengthy and overly complex.

With the Regulation review and the growing role of the NSW Planning Portal and NSW planning database, there is an opportunity to rethink the role of Section 149 Certificates and perhaps reduce some of the information in them including that currently available through the NSW Portal. This needs to be explored with a view to simplifying the information contained on Section 149 Certificates and referring the user to other sources of information.

The Issues Paper also raises the potential of standardising the format of Section 149 certificates and replacing hard copies with an online system through the NSW Planning Portal. Both of these initiatives also need to be explored.

7. Rejecting Applications Where no Fees are Paid

Currently there is no formal mechanism to refuse or reject a development application that has been accepted but where no fees have been paid. This has occurred on several occasions and is more likely if Council is required to invoice for applications that are submitted electronically. Council will request that provisions be included to allow rejection of such applications.

6.20 Submission - Regulation Review 2017 (Ref: C17173089; Author: Thompson/Carswell) (Continued)

8. Miscellaneous operational and administrative provisions

The Amendment Bill sets out the following changes:

22 Regulations relating to public exhibition

- (1) The regulations may set out the method of public exhibition under this Act, how people can make submissions and how people can obtain further information.*
- (2) The regulations may specify the requirements for something to be considered a submission for the purposes of this Act.*

23 Re-exhibition

- (1) The regulations may specify the circumstances in which a plan or other matter is required or not required to be re-exhibited.*
- (2) Re-exhibition is not required if the environmental impact of the development has been reduced or not increased.*

In principle, these are supported as the current regulations contain a number of inconsistencies for exhibiting draft development control plans, planning agreements and draft section 94 contributions plans as well as for their final approval/adoption. In some cases, these also refer to “notification in a local newspaper” which, in an age of electronic communication, needs revision. At the same time, the fact that a large amount of communication is now done electronically also raises the need to clarify what constitutes a submission.

However, councils should also be given an opportunity to comment on the relevant draft Regulation before it is finalised.

The application of this Regulation to the exhibition of development applications is also supported as well as the clarification of what constitutes a submission on these.

Apart from the above, the Amendment Bill also foreshadows further regulations to be made. These include regulations relating to such things as:

- the kind of development for which an accredited certifier is not authorised to issue an complying development
- to enable the recoupment of costs incurred by councils in investigating and enforcing compliance.

Again Councils should be given an opportunity to comment on these before they are finalised.

Implications***Legal***

This review is the first stage of the review of the *Environmental Planning and Assessment Regulations 2000* which provides the “nuts and bolts” for actions required under the *Environmental Planning and Assessment Act 1979*. In regard to the latter, it should be noted that this is proposed to be amended and that the *Environmental Planning and Assessment Amendment Bill 2017* is currently before the Parliament.

Policy

The Issues Paper raises the possibility of local policies. These include policies and procedures to guide and explain a council’s use of local planning agreements. They also include the future need of councils to prepare community participation plans which will include mandatory community participation requirements.

6.20 Submission - Regulation Review 2017 (Ref: C17173089; Author: Thompson/Carswell) (Continued)

Strategic

The Issues Paper flags amendments to the *Environmental Planning and Assessment Act 1979* which will require councils to follow a standard format for development control plans.

Engagement

The Amendment Bill revises and consolidates community participation requirements (including requiring planning authorities to prepare community participation plans according to specified community participation principles). These include identifying the draft planning instruments and decisions that are to be placed on public exhibition and the requisite period of exhibition.

Financial

These include the cost of two senior staff members reviewing the Issues Paper and draft Amendment Bill and preparing this report and possible subsequent submission.

Conclusion

It is concluded that Council should make a submission which generally covers the matters in this report and others as appropriate.

Attachments

Nil

6.21 Amendment to 2017-18 Operational Plan (Ref: C17174538; Author: Tegart/Tozer)

Summary

At its September meeting, Council resolved to exhibit the expanded scope of works for the Queanbeyan Head Office and Smart Hub Project, including basement carparking and public domain as an amendment to the Operational Plan.

The public exhibition phase has concluded and is presented to Council for resolution.

Recommendation

That Council adopt the amendment to the Operational Plan 2017-18.

Background

At its September 2017 meeting, Council resolved to progress the Head Office/Smart Hub project in relation to road closures, property acquisition, subdivision and sale of property. Calling tenders for construction is subject to execution of lease. In so doing, Council also resolved to exhibit the expanded scope of works of the project, including basement carparking and public domain, as an amendment to the 2017-18 Operational Plan.

The Queanbeyan Head Office and Smart Hub project is an essential component of the adopted Queanbeyan CBD Transformation Strategy. The project has developed during 2017 following the appointment of an architect to develop a concept design for the project.

During the development of the concept design, an option to re-site the office in the same Lowe carpark, having regard to the 2015 Carparking Strategy and 2017 QCBD Transformation Strategy, was explored following:

- discussions with the major tenant regarding their accommodation requirements
- examination of site restrictions (e.g. underground mains) at 257 Crawford St
- assessment of potential impacts of a sizeable building on that site on the mixed-use development prospects on the Rutledge frontage properties (i.e. solar access and encroaching its proposed green plaza); and subsequent impact on potential sale price

Relocating the building site to 50 Lowe Street was assessed as optimal to provide suitable carparking and open up the prospect of a substantial public domain capable of connecting Queanbeyan's green corridors as contemplated in the QCBD Transformation Strategy. To that end, Cox were to prepare a masterplan for the Lowe precinct – again as suggested by the 2009 CBD Masterplan and 2015 Carparking Strategy.

While preparation of the concept was being undertaken, Council adopted the draft Operational Plan 2017-18 which included funding based on the original project scope. The addition of underground carparking and substantial public domain improvements added to the budgeted cost of the project. The adopted Operational Plan included \$25m in loan funding to fund the project.

The Integrated Planning and Reporting Framework and Guidelines requires Council to exhibit significant changes to the Delivery Program. The 2017-18 financial year is unique in that Council does not have an adopted Delivery Program and is operating with an interim one-year

6.21 Amendment to 2017-18 Operational Plan (Ref: C17174538; Author: Tegart/Tozer) (Continued)

Operational Plan. Council has elected to exhibit this proposed change on the Operational Plan due to its significance.

The amended funding model for the project, which was presented to the community for comment was as follows:

Description	Budget 2017-18 \$,000	Grants & Contributions \$,000	Loans & Leases \$,000	Asset Sales \$,000	Reserves \$,000
Queanbeyan Head Office and Smart Hub - building construction and professional and application fees	41,000	0	27,700	0	13,300
Basement carparking and public domain works - Queanbeyan Head Office and Smart Hub	16,400	2,100	11,300	3,000	0

Implications

Strategic

The Queanbeyan Head Office and Smart Hub is seen as the catalyst for the transformation of the Queanbeyan CBD. At present, Queanbeyan-based staff are located in 11 different buildings around the CBD. The former Administration building at 257 Crawford St is currently unused and is not suitable for a redevelopment of this nature. The building is due to be demolished in early 2018.

By developing a new Queanbeyan Council Head Office, Council would free up a number of surplus buildings within the CBD that have been the subject of an unsolicited bid for the possible mixed-use developments. It is proposed that the funds gained from the sale of these properties would be used to enhance the public domain in the area.

Engagement

The concept designs for the Queanbeyan Head Office and Smart Hub were placed on exhibition in July/August 2017 and a report was tabled at the September meeting to summarise and respond to submissions made. This exhibition period include letters to nearby property owners and residents, drop-in information sessions and one-on-one meetings with those who made requests.

The most recent exhibition period was in relation to the expanded scope and budget for the project.

The exhibition period was advertised in Council's fortnightly advertisement in the Queanbeyan Age, Braidwood Times and Bungendore Weekly along with Council's online engagement website at yourvoice.qprc.nsw.gov.au.

Council received six submissions on the proposed amendment to the Operational Plan and these have been summarised in Attachment 1.

Financial

As shown in the table above, the project comprises two components – the Head Office and Smart Hub and the underground carparking and public domain. It is proposed that the projects be funded from a mix of loans, reserves, asset sales and grants.

**6.21 Amendment to 2017-18 Operational Plan (Ref: C17174538; Author: Tegart/Tozer)
(Continued)**

Funding from the water and sewer reserves is proposed as staff from both utilities will be housed in the Queanbeyan Head Office and Smart Hub and this contribution will effectively make those funds part owners of the building.

As previously reported to Council and the community, the projected rent from a major tenant will cover around two-thirds of the annual loan repayments for the building and is expected to turn cash positive during the term of the loan.

As a Fit for the Future Council, QPRC will apply for a fixed rate low interest loan via the NSW Treasury Corporation on a 20 year term.

Integrated Plan

The redevelopment of the Queanbeyan Administration Office has been included in Council's Integrated Planning documents since the Delivery Program 2013-17 for the former Queanbeyan City Council was developed. The scope of the project has been adjusted on a number of occasions as investigations have been undertaken.

If adopted, the amendments will be made to the current Operational Plan and the online version will be updated.

Conclusion

The development of the Queanbeyan Head Office and Smart Hub meets the objectives of the Queanbeyan CBD Master Plan and CBD Transformation Strategy. The project is a catalyst for future development in the Queanbeyan CBD. As previously resolved by Council, tenders for the construction of the project will not be called until a lease agreement has been executed with a major tenant. Should that change, a further report will be brought to Council for consideration, prior to tenders being called.

Attachments

Attachment 1 Summary of Comments on Amendment to Operational Plan

6.22 Annual Report 2016-17 (Ref: C17177558; Author: Tegart/Tozer)

Summary

Queanbeyan-Palerang Regional Council is required to prepare an Annual Report for the 2016-17 financial year. The Report covers a number of statutory reporting requirements as defined by the Local Government Act and various Council policies.

Recommendation

That Council receive the Annual Report 2016-17.

Background

Council's Annual Report for 2016-17 focuses on a number of reporting requirements outlined in the *Local Government Act and Regulations* and a number of Council policies.

As highlighted in the document, the 2016-17 financial year saw the combination of the Operational Plans of the former Queanbeyan and Palerang Councils and represented the final year of the four-year Delivery Program for both councils. Key performance indicators (KPI) were largely stripped from the 2016-17 Operational Plan as Council had commenced service mapping and a review, with a view to having revised KPIs published in the 2018-19 Operational Plan and Delivery Program. Council is reporting against the Stronger Councils Framework prepared by Department of Premier and Cabinet for merged councils.

Implications

Legal

The Local Government Act 1993 required Council to publish its Annual Report prior to 30 November each year. The Office of Local Government's Annual Report checklist requires the following to be included in the Annual Report:

LOCAL GOVERNMENT ACT 1993 and GENERAL REGULATION	
Reporting requirement:	
Council's achievements in implementing the delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.	s428(1)
Copy of council's audited financial reports and notes and information required by the Regulation or the Guidelines.	s428(4)(a)
Amount of rates and charges written off during the year.	cl 132
Details of overseas visits by councillors, council staff or other persons representing council (including visits sponsored by other organisations).	s428(4)(b) cl 217(1)(a)
Total cost during the year of the payment of expenses of, and the provision of facilities to, councillors in relation to their civic functions. Including separate details on the total cost of:	cl 217(1)(a1)

LOCAL GOVERNMENT ACT 1993 and GENERAL REGULATION	
❖ Provision of dedicated office equipment allocated to councillors.	cl 217(1)(a1)(i)
❖ Telephone calls made by councillors.	cl 217(1)(a1)(ii)
❖ Attendance of councillors at conferences and seminars.	cl 217(1)(a1)(iii)
❖ Training of councillors and provision of skill development.	cl 217(1)(a1)(iv)
❖ Interstate visits by councillors, including transport, accommodation and other out-of-pocket travelling expenses.	cl 217(1)(a1)(v)
❖ Overseas visits by councillors, including transport, accommodation and other out-of-pocket travelling expenses.	cl 217(1)(a1)(vi)
❖ Expenses of any spouse, partner or other person who accompanied a councillor, being expenses payable in accordance with the Guidelines.	cl 217(1)(a1)(vii)
❖ Expenses involved in the provision of care for a child or an immediate family member of a councillor.	cl 217(1)(a1)(viii)
Details of each contract awarded for amounts greater than \$150,000. Includes:	cl 217(1)(a2)
❖ Name of contractor.	cl 217(1)(a2)
❖ Nature of goods or services supplied.	cl 217(1)(a2)
❖ Total amount payable under the contract.	cl 217(1)(a2)
Summary of the amounts incurred by the council in relation to legal proceedings. Includes:	cl 217(1)(a3)
❖ Amounts, costs and expenses paid or received.	cl 217(1)(a3)
❖ Summary of the state of progress of each legal proceeding and (if it has been finalised) result.	cl 217(1)(a3)
Summary of resolutions made under section 67 concerning work carried out on private land. Includes:	s67(3) cl 217(1)(a4)
❖ Summary or details of work.	cl 217(1)(a4)
❖ Cost of work fully or partly subsidised by council.	cl 217(1)(a4)
❖ Total amount by which council has subsidised any such work.	cl 217(1)(a4)
Total amount contributed or otherwise granted under section 356 (financially assist others).	cl 217(1)(a5)
Statement of all external bodies that exercised functions delegated by council.	cl 217(1)(a6)

LOCAL GOVERNMENT ACT 1993 and GENERAL REGULATION	
Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which council held a controlling interest.	cl 217(1)(a7)
Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which the council participated.	cl 217(1)(a8)
Statement of activities to implement its EEO management plan.	cl 217(1)(a9)
Statement of the total remuneration comprised in the remuneration package of the general manager. Includes:	cl 217(1)(b)
❖ Total value of the salary component of the package.	cl 217(1)(b)(i)
❖ Total amount of any bonus, performance or other payments that do not form part of the salary component.	cl 217(1)(b)(ii)
❖ Total amount payable by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the general manager may be a contributor.	cl 217(1)(b)(iii)
❖ Total value of any non-cash benefits for which the general manager may elect under the package.	cl 217(1)(b)(iv)
❖ Total amount payable by way of fringe benefits tax for any such non-cash benefits.	cl 217(1)(b)(v)
Statement of the total remuneration comprised in remuneration packages of all senior staff members, expressed as the total (not of the individual members). Includes:	cl 217(1)(c)
❖ Total value of salary components of their packages.	cl 217(1)(c)(i)
❖ Total amount of any bonus, performance or other payments that do not form part of salary components of their packages.	cl 217(1)(c)(ii)
❖ Total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which any of the may be a contributor.	cl 217(1)(c)(iii)
❖ Total value of any non-cash benefits for which any of them may elect under the package.	cl 217(1)(c)(iv)
❖ Total amount payable by way of fringe benefits tax for any such non-cash benefits.	cl 217(1)(c)(v)
A statement detailing the stormwater management services provided (<i>if levied</i>).	cl 217(1)(e)
A statement detailing the coastal protection services provided.	cl 217(1)(e1)
The annual report of a council in the year in which an ordinary election of councillors is to be held must include a report as to the state of the environment in the local government area in relation to such environmental issues as may be relevant to the objectives for the environment established by the community strategic plan.	s428A(1)

6.22 Annual Report 2016-17 (Ref: C17177558; Author: Tegart/Tozer) (Continued)

LOCAL GOVERNMENT ACT 1993 and GENERAL REGULATION	
Particulars of any environmental upgrade agreement entered into, in accordance with any requirements imposed under s406.	s54P
Report on special variation expenditure if required to do so by the instrument made by the Minister.	s508(2) s508A
Report on capital works projects.	<i>Capital Expenditure Guidelines</i>
COMPANION ANIMALS ACT 1998 and COMPANION ANIMALS REGULATION 2008	
<p>Statement on activities relating to enforcing and ensuring compliance with the Companion Animals Act and Regulation.</p> <p>Includes:</p> <ul style="list-style-type: none"> ❖ Lodgement of pound data collection returns with the Division. ❖ Lodgement of data relating to dog attacks with the Division. ❖ Amount of funding spent on companion animal management and activities. ❖ Companion animal community education programs carried out ❖ Strategies council has in place to promote and assist the de- sexing of dogs and cats. ❖ Strategies in place to comply with the requirement under section 64 of the Act to seek alternatives to euthanasia for unclaimed animals. <p>Off leash areas provided in the council area.</p>	<p><i>Local Government (General) Regulation 2005</i></p> <p>cl 217(1)(f)</p> <p><i>Guidelines on the Exercise of Functions under</i></p>
GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009 and REGULATION	
Information included on GIPA activity.	s125(1) cl 7 Schedule 2
ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979	
Particulars of compliance with and effect of planning agreements in force during the year.	s93G(5)
PUBLIC INTEREST DISCLOSURE ACT 1994 and REGULATION	
Councils must prepare an annual report on the public authority's obligations under this Act for submission to the Minister responsible for the public authority. A copy of the report is to be provided to the Ombudsman.	s31 cl 4
DISABILITY INCLUSION ACT 2014	
<i>*Please note: Councils are not required to report on this until the 2017/18 financial year</i>	
Information on the implementation of council's Disability Inclusion Plan	s13(1)

6.22 Annual Report 2016-17 (Ref: C17177558; Author: Tegart/Tozer) (Continued)

Council sought advice from the Office of Local Government (OLG) regarding the reporting requirements for Administrators and Local Representation Committee. The OLG advised that as reporting on this was not specified in the merger reporting requirements, it was not required to be included in the Annual Report.

Policy

Some Council policies call for relevant information to be included in the Annual Report. These policies include:

- Fraud Control Policy
- Corporate Sponsorship Policy
- Complaint Handling Policy

Financial

An overview of Council's financial position will be covered in the annual Financial Statements. These Statements have been prepared and have been referred to audit at the November council meeting. The figures contained in the Annual Report relating to the Capital Works projects are based on unaudited figures and are subject to change as the financial statements are finalised.

Integrated Plan

The 2016-17 Annual Report represents the final year of the former Queanbeyan City and former Palerang Councils' Delivery Program and most of the actions included in the 2016-17 Operational Plan were taken from the Delivery Programs.

Conclusion

The preparation of the 2016-17 Annual Report is a statutory requirement and will be published on Council's website, with copies available from Council's customer service centres at Braidwood, Bungendore and Queanbeyan.

Attachments

Attachment 1 Annual Report 2016-17 (*Under Separate Cover*)

Summary

Council is asked to hold a combined meeting on Wednesday, 13 December 2017, incorporating general items and other items of business that would normally be presented to the Planning & Strategy Committee of the Whole meeting. It is recommended that this meeting start at 5.30pm in the Council Chambers, Bungendore.

Recommendation

That Council:

- 1. Schedule one Ordinary Council meeting, incorporating general items and items of business for the Planning & Strategy Committee of the Whole meeting, for Wednesday, 13 December 2017, at 5.30pm in the Council Chambers, Bungendore.**
 - 2. Publicise this meeting on Council's website and via all relevant media and social media outlets.**
-

Background

Part 2, Clauses 5.1 and 5.2 of Council's Code of Meeting Practice state:

- 5.1 The Council is required to meet at least 10 times each year, each time in a different month.
- 5.2 The Council shall, by resolution, set the time, date and place of ordinary meetings of the Council.

Council resolved at its meeting on 27 September 2017 that it would hold Planning and Strategy Committee meetings on the second Wednesday of each month except January; and Ordinary meetings on the fourth Wednesday of each month except December. The respective exceptions of those two months were to accommodate the Christmas/New Year holiday season and office close-down period.

Given the volume of business currently before Council, in particular the draft Community Strategic Plan and draft Delivery Plan, it is recommended that a combined meeting be held on 13 December 2017 to enable Council to deal with as much business as possible before the end of the year, thus minimising the potential for an extraordinary meeting needing to be called during the holiday season.

Implications

Council must hold at least 10 meetings each year, each one in a different month. Council already exceeds this minimum.

Conclusion

It is recommended that Council hold a combined Ordinary and Planning & Strategy Committee meeting on 13 December 2017, at 5.30pm in the Council Chambers, Bungendore.

Attachments

Nil

6.24 Model Code of Conduct (Ref: C17178160; Author: Tegart/Ferguson)

Summary

The Office of Local Government (OLG) recently issued consultation drafts of a revised Model Code of Conduct for Local Councils and revised Procedures for the Administration of the Model Code for Local Councils in NSW, both of which are on public exhibition until 4 December 2017. Council is asked to delegate authority to the CEO/General Manager to make a submission on behalf of QPRC.

Recommendation

That Council authorise the CEO/General Manager to make a submission on behalf of QPRC on the consultation drafts of a revised Model Code of Conduct for Local Councils and revised Procedures for the Administration of the Model Code for Local Councils in NSW.

Background

The *Local Government Amendment (Governance and Planning) Act 2016* (Amendment Act) foreshadowed changes to the new Model Code of Conduct and Code Procedures.

One of the major changes envisaged by the Amendment Act was to remove the provisions dealing with pecuniary interests from the *Local Government Act 1993* (the Act) and incorporate them into Part 4 of the new Model Code.

Once commenced, these reforms will consolidate all ethical standards for council officials into a single statutory instrument. They will also mean that breaches of pecuniary interest obligations by councillors are treated as misconduct under the Act and will be subject to the “three strikes” misconduct rules.

As part of the process of incorporating the pecuniary interest obligations in the Act and Regulation into the Model Code, the Office of Local Government is undertaking an implementation review of the Model Code and the associated Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (the Procedures).

The Office is also undertaking a review of the requirements for the disclosure of interests by councillors and designated persons in returns of interests currently submitted under section 449 of the Act.

Some of the other proposed changes relate to:

- clarification of the types of relationships that might give rise to non-pecuniary conflicts, and reinforcement of the importance of perception;
- clarification that conduct in good faith, whether or not it involves error, will not constitute a breach of fairness and equity obligations;
- new bullying provisions
- new standards of compliance with work health and safety obligations

More information is available at the following link <https://www.olg.nsw.gov.au/news/17-30-consultation-drafts-new-model-code-conduct-local-councils-nsw-and-associated-procedures>
A summary of the changes to the Code and broad comments are attached.

6.24 Model Code of Conduct (Ref: C17178160; Author: Tegart/Ferguson) (Continued)

Submissions on the recently-issued draft Model Code of Conduct and Code Procedures should be submitted by 4 December 2017.

Implications

Council has the opportunity to make a submission on the new Model Code of Conduct and Code Provisions.

Conclusion

The CBRJO is collating a combined submission through the general managers. It is recommended that Council delegate authority to the CEO/General Manager to make a submission on the revised drafts of the Model Code of Conduct and Code Procedures by the closing date of the consultation period.

Attachments

Attachment 1 Model Code Summary and Comments - CBRJO

7.1 Braidwood and Bungendore Town Centre Improvements and Captains Flat Upgrade to Community Facilities - Stronger Communities Funding Update (Ref: C17170886; Author: Thompson/Sibbick)

7.1 Braidwood and Bungendore Town Centre Improvements and Captains Flat Upgrade to Community Facilities - Stronger Communities Funding Update (Ref: C17170886); Author: Thompson/Sibbick

Report

This report gives an update on the progress of the Stronger Communities \$9M funding projects for the *Town Centre Improvements Braidwood and Bungendore* and the *Upgrade Community Facilities Captains Flat*. Consultation with the Braidwood and Bungendore communities has been ongoing since February 2017 and has resulted in: a concept design for Braidwood that will be workshopped with Councillors in early February 2018; and commencement and progression of works in Bungendore. Consultation with the Captains Flat community is due to commence in early 2018.

Bungendore Town Centre Improvements

Following several sessions of consultation with the Bungendore community, works have commenced on the improvements to the Town Centre. Work to date has included:

- Tree planting in Gibraltar, Ellendon and Malbon Streets, refer Figure 3 below.
- Roundabout and garden planting in Gibraltar Street.
- Concrete footpath work has commenced in Malbon Street, refer Figure 2 below.
- Concrete footpath work planned to continue in Gibraltar Street.

The consultation and works for entrance signage, wayfinding signage and street furniture was endorsed at the Council meeting held on 8 November 2017. Street furniture such as bench seats and bin enclosures will be procured in consultation with the Bungendore Town Centre and Environs s.355 Committee, as per the 8 November 2017 Council resolution.

A portion of funds from the town centre improvements budget has been assigned to the Men's Shed to purchase timber to construct festive trees. These will be painted and decorated by the community and will adorn the streets of Bungendore this Christmas. Refer Men's Shed participants with their trees at Figure 1 below.



Figure's 1 and 2 - Christmas tree production and footpath construction work Malbon Street

7.1 Braidwood and Bungendore Town Centre Improvements and Captains Flat Upgrade to Community Facilities - Stronger Communities Funding Update (Ref: C17170886; Author: Thompson/Sibbick) (Continued)



Figure 3: Tree planting work to centre of Gibraltar Street

Braidwood Town Centre Improvements

Community engagement with Braidwood residents to progress the *Town Centre Improvements Braidwood* project has been carried out by Council staff and consultants from about February 2017. This has included workshops, discussions and meetings, some of which included the Garden Club, the Historical Society, the RSL and the Two Fires Committee. A consultant engaged by Council held a workshop in Braidwood at the Old Library building on 15 March 2017, attended by about 60 people. Comments and feedback can be viewed at **Attachment 3**.

Feedback from these consultations was supplied to consultants, Phillips/Marler landscape architects, who were engaged to provide a concept plan. Phillips/Marler held a further workshop with the Braidwood community at the Old Library building on 10 August 2017, to present their concepts, which was attended by about 40 people. Phillips/Marler have considered all responses from the workshop and other community feedback to revise their concept plans for Braidwood. Refer **Attachment 4** for all feedback from the community workshop.

A further workshop with Councillors is planned for early February 2018 where staff, in conjunction with Phillips/Marler, will present and discuss the revised concept plan (refer **Attachment 1** for revised concept detail). Feedback from the Councillors' workshop will be included in the landscape concepts, and the creation of a Master Plan for the Braidwood CBD and Ryrie Park (north and south).

A section of the overall concepts for Ryrie Park north and south is depicted at Figure 4 below, detailing the Phillips/Marler indicative multi-generational play area concept.

7.1 Braidwood and Bungendore Town Centre Improvements and Captains Flat Upgrade to Community Facilities - Stronger Communities Funding Update (Ref: C17170886; Author: Thompson/Sibbick) (Continued)



Ryrie Park North - Looking North

Figure 4: Section of the Phillips/Marler multi-generational play area concept

Braidwood Skate Park (proposed) – Ryrie Park

It should be noted that the concept by Phillips/Marler for the multi-generational zone at Ryrie Park included a skate facility. The skate facility has created much discussion within the Braidwood community. As a result, a petition has been submitted to Council in support of the skate facility and is available to view at **Attachment 2**. It should be noted that the skate facility will not be a large white concrete bowl. It will instead include a number of skate elements (refer Figures 5 and 6, skate park elements) that will be incorporated into a larger multi-generational play space, for all abilities and all ages. The play zone will be supported by landscaping, shelters, seating and barbecue areas.



Figure 5 and 6: Skate element concepts supplied by Phillips/Marler

7.1 Braidwood and Bungendore Town Centre Improvements and Captains Flat Upgrade to Community Facilities - Stronger Communities Funding Update (Ref: C17170886; Author: Thompson/Sibbick) (Continued)

Braidwood entrance signs replacement

Entrance signs were not a major part of the community engagement process; however this aging infrastructure and upgrading their appearance and surrounding landscape were discussed at a meeting with the Braidwood Historical Society early in 2017. It was indicated that the Historical Society was responsible for the current entrance signs. Any new or replacement signage would have to be like-for-like and in the same location. Therefore, quotes were sourced from sign-makers to replace the aging sign infrastructure, and approvals will be sought with the relevant authorities to install the signage. See current signage to the Lascelles Street and Kings Hwy entrance to Bungendore at Figures 7 and 8 below. The Araluen Road entrance to Braidwood will also be included in the rollout of entrance signage.



Figure 7 and 8: photograph indicating entrance signage into Bungendore.

Refer Figure 9 for the colour, concept and specification of the signage that will replace existing entrance signage to Braidwood, at the three locations, Lascelles Street, Kings Hwy, and Araluen Road. The cost to purchase three signs is \$37,834 (ex GST) including shipping but excluding installation.



Figure 9: Entrance sign concept and specifications.

7.1 Braidwood and Bungendore Town Centre Improvements and Captains Flat Upgrade to Community Facilities - Stronger Communities Funding Update (Ref: C17170886; Author: Thompson/Sibbick) (Continued)

Captains Flat Upgrade to Community Facilities

It is envisaged that initial discussions with the Captains Flat community will commence early in 2018 to determine priorities for the *Upgrade Community Facilities Captains Flat* project. Discussions will be held with the Captains Flat Area s.355 Committee as a starting point. The project will incorporate tree planting, landscaping, park and playground works within the village and the immediate approaches.

Overall Budgets

The budget for the Bungendore works is \$500,000. Expenditure for Bungendore to date has been attributed to street trees and landscaping within the township and line marking of car spaces in Gibraltar Street (approx \$105,000). Current works and expenditure has included footpath work in Malbon Street and is set to continue on to Gibraltar Street. Commitments will be made to purchase entrance and wayfinding signage and street furniture that should complete the works for Bungendore Town Centre and expend the total overall budget.

The budget for the Braidwood works is \$500,000. There has been no expenditure to date for works in Braidwood. The budget for Braidwood Town Centre improvements will be expended in Wallace Street and Ryrie Park. While a commitment to purchase three signs to the main entrances to Braidwood at a cost of approximately \$38,000 has been made, this will come from a separate budget to the Stronger Communities Fund. Similarly consultants' fees have come from an alternate budget.

Note that no expenditure has occurred in Captains Flat to date and that community consultation is due to commence early in the 2018.

Recommendation

That the report be received for information.

Attachments

- | | |
|--------------|-------------------------------------------------------------------------------------|
| Attachment 1 | Braidwood Opportunities and Preliminary Concepts (<i>Under Separate Cover</i>) |
| Attachment 2 | Braidwood Petition and Support from Business Owners (<i>Under Separate Cover</i>) |
| Attachment 3 | Braidwood Workshop Wednesday 15 March 2017 (<i>Under Separate Cover</i>) |
| Attachment 4 | Community Feedback Report - Braidwood (<i>Under Separate Cover</i>) |

7.2 Molonglo Rail Trail Feasibility (Ref: C17176437; Author: Richards/Darcy)

7.2 Molonglo Rail Trail Feasibility (Ref: C17176437); Author: Richards/Darcy
Report

The Molonglo Rail Trail Committee (MRTC) has engaged TRC Tourism to explore the feasibility of the Molonglo Rail Trail concept. Queanbeyan-Palerang Regional Council has been approached by the MRTC to send a letter on their behalf to landowners adjacent to the rail corridor from Bungendore to Captains Flat. The purpose of the letter from the MRTC is to engage landowners and ask them to contact TRC Tourism to contribute to the feasibility research.

QPRC's Tourism Plan includes reference to exploring opportunities to establish the region as an ultimate cycling destination involving a network of cycling tour routes, rail trail experiences, bike parks and technical tracks and, where possible, linking these to the hospitality and heritage offerings of the region. This provides opportunities to develop itineraries to promote and encourage discovery of the region's natural beauty.

The ACT Government is also currently developing a Regional Cycle Tourism Strategy that will acknowledge the diversity of cycle tourism opportunities in the Canberra region with recommendations to drive action for this tourism and recreational sector.

In sending this letter, QPRC does not provide ratepayer details to third parties or any personal details to the Committee.

Background on the Molonglo Rail Trail Committee and activity to date

Molonglo Rail Trail Inc. was formed in September 2014 to explore the feasibility of converting the disused rail line from Bungendore to Captains Flat to a rail trail for walking, cycling and (possibly) horse riding in some sections. Its objectives have recently broadened to promote cycling and the development of cycling infrastructure in the wider Bungendore, Captains Flat and Queanbeyan region with connections to the ACT.

Molonglo Rail Trail has been able to self-fund a feasibility study, engaging trail experts from a local company TRC Tourism. MRT and the consultants have twice attempted to contact landowners along the rail line via a letter box drop. Of the 45 landowners along the route, an estimated 24 were contacted in the letter box drops and 14 responded to TRC Tourism. Those 14 properties were visited and the rail trail proposal was discussed. The issues identified were similar to those experienced by Victorian rail trail developers and were solvable. A preliminary assessment of the rail line including the condition of culverts and the two bridges has found no significant infrastructure problems.

Other parts of the feasibility study are being prepared including a business case with expected economic benefits, a business plan to generate funding for long-term maintenance, and input from local businesses, clubs and organisations.

Through QPRC, Molonglo Rail Trail was successful in obtaining funding from the Stronger Communities Fund Program to construct a bike park in Captains Flat.

Recommendation

That the report be received for information.

7.2 Molonglo Rail Trail Feasibility (Ref: C17176437; Author: Richards/Darcy)
(Continued)

Attachments

- | | |
|--------------|----------------------------------------------------------------------------------------------------------|
| Attachment 1 | QPRC Accompanying Letter to Landowners (<i>Under Separate Cover</i>) -
CONFIDENTIAL |
| Attachment 2 | Molonglo Rail Trail Committee Letter to Landowners (<i>Under Separate Cover</i>) - CONFIDENTIAL |

7.3 IPART Review of Regional Bus Fares (Ref: C17166299; Author: Tegart/Tegart)

**7.3 IPART Review of Regional Bus Fares (Ref: C17166299); Author: Tegart/Tegart
Report**

In February 2017, the NSW Transport Minister, requested IPART to investigate and report on the appropriate maximum fares for Rural and Regional Bus Services.

In October, IPART released its draft determination to commence from January 2018. The determination publishes Schedules that sets out the appropriate maximum fares for Rural and Regional Bus Services supplied under Single and Day Trip Tickets, differentiated by distance ranges (ie 2-200km).

The review essentially increases the subsidy to travel by bus, and attempts to harmonise fares across all regional NSW to be similar to metro fares (see attachment).

This initiative supports Council's advocacy to harmonise fares between QBN and CBR bus services, to encourage greater utilisation of bus services in the City and across the border, and supports the ambitions of the Transport Strategy (under development).

Advocacy to government will continue on the prospect of commuter rail services between Bungendore, Queanbeyan and Canberra.

Recommendation

That the report be received for information.

Attachments

Attachment 1 IPART Proposed Bus Fare Schematic (*Under Separate Cover*)

7.4 Overview and Update of Weed Management (Ref: C17176038; Author: Thompson/Abbott)

7.4 Overview and Update of Weed Management (Ref: C17176038); Author: Thompson/Abbott

Report

There have been some major changes to legislation in regard to weeds. The *Biosecurity Act 2015* replaced weed management obligations under the *Noxious Weeds Act 1993* from 1 July 2017. The *Noxious Weeds Act 1993* was relatively simple in that it specified a list of weeds and their control requirements declared by the Minister under a weed control order for each local area. This is no longer specified as the new Biosecurity Act is broader and any plant that is considered to pose a biosecurity risk should be controlled if reasonably practicable.

Under the new legislation, a pest plant is any plant having (or suspected of having) an adverse impact on the environment, the economy or the community, determined by a risk management approach. A pest plant can have an adverse effect if it out-competes other organisms for resources, causes harm to other organisms through its toxicity, reduces agricultural productivity/value, damages infrastructure, reduces amenity or aesthetic value of premises, or harms/reduces biodiversity.

Council has to comply with this legislation on its own land, and is also the regulatory authority enforcing this legislation on private landholders. Other legal responsibilities for weed management include maintenance of vegetation for public safety, such as the principles of effective asset and risk management under the *Local Government Act 1993*.

Council's weed management can be broadly grouped under six activities, listed in Table 1. The exact titles and descriptions of these activities will likely vary over time as the Council restructure is finalised. The table also relates each service to the relevant Key Goal and Community Outcome from the draft Community Strategic Plan, along with the relevant Service Area of Council that is primarily responsible for each activity.

This report provides information on the new legislation and the various activities undertaken by Council in relation to weed management. The planned resourcing for each activity under the restructure is still being finalised, although some estimates are provided.

7.4 Overview and Update of Weed Management (Ref: C17176038; Author: Thompson/Abbott) (Continued)

Table 1 - Council activities associated with weed management showing their relevant Council goals, outcomes and responsible service area.

Activity	Key Goal	Community Outcome	Service Area
Biosecurity Compliance	3.3 Our natural landscapes and water resources are sustainably managed.	The land, vegetation and waterways of the region are managed in an integrated manner.	Natural Landscapes & Health
Biosecurity Regional Collaboration – contract services			
Biosecurity Management – contract services			
Biosecurity Management – Council land			
Vegetation management within urban landscapes	3.2 Our region's urban landscapes are well managed and maintained promoting community pride.	The region's public places are clean and attractive	Urban Landscapes
Vegetation management for road safety	4.1 Our transport infrastructure and networks are well planned and maintained.	The region's transport network and infrastructure allows for the safe ease of movement throughout Queanbeyan-Palerang	Transport & Facilities

Biosecurity Compliance

The *Biosecurity Act 2015* ('Biosecurity Act') has broad application to weeds on a property, the movement of plant material and other 'dealings' such as cultivating, selling or buying plants. The Act also covers a range of pest animals, diseases, contaminants etc, which are of limited responsibility for Council and are not discussed any further here.

The Biosecurity Act and *Biosecurity Regulation 2017* list species that are considered State priorities, along with legal requirements for their management. There are currently 34 species to be prevented or contained within the State, none of which are currently known to occur within the QPRC area. Another 22 species are weeds of national significance widely distributed within some areas of the State, such as serrated tussock and scotch broom. Their spread should be minimised to protect priority assets, although the only legislated requirement is 'A person must not import into the state or sell'.

The Biosecurity Act imposes a General Biosecurity Duty on everyone. If a person has a biosecurity duty, it is an offence if they fail to discharge that duty once notified.

7.4 Overview and Update of Weed Management (Ref: C17176038; Author: Thompson/Abbott) (Continued)

QPRC is the local control authority under the Biosecurity Act for the QPRC local government area. Council's functions are defined in section 371 as follows:

371 Functions of local control authority

- (1) *A local control authority has the following functions, in relation to the land for which it is the local control authority:*
- (a) the prevention, elimination, minimisation and management of the biosecurity risk posed or likely to be posed by weeds,*
 - (b) to develop, implement, co-ordinate and review weed control programs,*
 - (c) to inspect land in connection with its weed control functions,*
 - (d) to keep records about the exercise of the local control authority's functions under this Act,*
 - (e) to report to the Secretary about the exercise of the local control authority's functions under this Act.*

The management of weeds in this region is further guided by the *South East Regional Strategic Weed Management Plan 2017-2022*. Council is also a partner in the *South East Weeds Action Program 2015-2020* which specifies activities and targets associated with annual support funding from the State government. The focus of this program is on inspections for new and priority weed infestations, supported by training, education, extension, enforcement, targeted control and reporting activities. The program activities are designed to meet the four goals of the *NSW Invasive Species Plan* as follows:

Goal 1 – Exclude new weeds

Inspection of high risk pathways and sites where new weeds are most likely to be introduced such as major roads, rest areas, camping grounds and nurseries. These areas are inspected one to three times per year according to their risk level. The annual target of 1840km of roadside and 140 site inspections per year has a budget of ~\$9,200 fully funded by the regional grant.

Goal 2 – Eradicate or contain new incursions.

Activities focus on the routine inspection of all (~7450) private and public properties >1ha, and the survey and targeted inspection of urban areas. The regional funding model assumes a six-year inspection cycle with an annual target of ~1240 inspections and a budget of ~\$175,000 funded 75% from the regional grant. However, both the former Councils historically committed additional funds to increase their inspection cycles for more effective outcomes.

Contract services currently allow the employment of three (3) Weed Sprayers which remains inadequate for the amount of work required within the LGA. Ideally staffing should provide a 4-year inspection cycle of all private rural and public properties aligned to the Delivery Program, which Council is currently not going to meet.

Goal 3 – Effectively manage weeds at priority sites.

These activities recognise that widespread weeds generally don't pose a high risk but should be controlled at priority sites. Priority sites in this area primarily contain threatened species and communities that have weed invasion listed as a threat, and potentially some high value agricultural activities and cultural sites under threat from specific weed species. Appropriate sites are being identified and will be inspected a second time during the routine inspection cycle in recognition that five years is too long between inspections to adequately protect these assets. In addition, resources will be sought to develop and implement weed management plans for these priority sites.

7.4 Overview and Update of Weed Management (Ref: C17176038; Author: Thompson/Abbott) (Continued)

Goal 4 – Capacity building.

Activities include education and extension, staff training, regional committee membership and program administration to improve the capacity of Council and others to manage biosecurity threats from weeds. In the short term, considerable effort is being devoted to understand and promote the new legal requirements to manage weeds.

In regard to enforcement of weeds on private properties, the new Act makes it more difficult for a member of the public (and indeed authorised officers) to determine levels of biosecurity risk. While the regional plan lists State and regional priority weeds with appropriate measures to meet the requirements of the Act, in most cases the decision essentially requires a site-specific risk assessment. Council's authorised officers are undertaking further legal training in November 2017 and working on local management plans for specific weeds to assist in the application of the new legislation. Meanwhile, where property inspections have identified properties as having weeds posing a biosecurity risk, the landholders are being advised of their obligations and relevant educational material.

If a weed is found to be posing a biosecurity impact, then Council's officer may issue a warning to be followed up by a future re-inspection, accept a Biosecurity Undertaking from the landholder to control the risk, or issue a Biosecurity Direction to undertake specified control measures. For ongoing or more serious cases, Council may issue a fine, commence court proceedings and/or undertake the required control work then seek cost recovery.

It should be noted that following the merger, no staff resources were transferred to the Natural Landscapes team to cover former Queanbeyan's rural and natural properties. This leaves the area under-resourced with only two Biosecurity Weed Inspectors for the LGA.

Biosecurity Regional Collaboration – contract services

In 2015, Palerang Council became the Lead Agency for the *South East Weeds Action Program 2015-2020*. This five-year, \$20M program coordinates the grant-supported weed management activities of councils and other partners across south east regional NSW. The State Government has recently reviewed the program and from 2017-18 the Local Land Service agency for each region will take over the Lead Agency role. QPRC is still providing administrative and technical support, the level of which is still being negotiated but will likely continue in a reduced capacity until 2020.

QPRC also recently received \$88,000 funding from the NSW Environmental Trust for the *Keeping an eye on Ox-eye daisy in the Southern Tablelands & Monaro* project, which will coordinate an education and control program for this regional priority weed.

Council's expertise in regional weed management planning was recognised by Local Government NSW awards in 2014/15 and 2016/17.

Biosecurity Management – contract services

Council regularly provides professional local weed management services under contract to other agencies to support projects on strategic public land owned and managed by other agencies. For example, Council was again successful this year in obtaining \$60,000 in grants to control weeds on two Crown Land properties under their annual Public Reserves Management Fund Program. This important service helps achieve biosecurity outcomes at priority sites within the QPRC area, foster inter-agency cooperation and build Council's weed management capacity.

7.4 Overview and Update of Weed Management (Ref: C17176038; Author: Thompson/Abbott) (Continued)

In recent years, Council's efforts to provide a more integrated weed management service has become more appreciated by our clients. A current high resolution aerial photo mosaic of the site can be obtained from Council's drone, weeds and sensitive native vegetation mapped, a brief site management plan developed, then aerial imagery after completion of works is used to document the project outcomes. Council's innovative trials of weed mapping from drones won the Local Government NSW Invasive Species Management Award for 2015-16.

Biosecurity Management – Council land

Council has legal obligations under the Biosecurity Act to manage weeds on its own land and to manage the risk of moving weed material that poses a biosecurity risk. This service aims to detect and control all priority biosecurity weeds. The exact implications from the recent changes in legislation are still being determined, however it is likely that additional resources will be devoted to the detection and elimination of new weeds and weeds posing clear biosecurity risks at priority environmental sites, with less resources to spraying widespread weeds in areas where they do not pose a clear biosecurity risk.

It is noted that Council maintains around 140 properties with native bushland covering approximately 850ha. Data on threatened species, communities and habitat is poorly documented, particularly in the former Palerang area. Efforts are being made to review the biosecurity threats posed by weeds on this land to meet Council's ongoing legal obligations. Management plans are needed for most sites, including some known to pose high priority natural assets such as endangered species. Additional funding opportunities will need to be sought to manage the potential biosecurity impacts on Council's assets, which could include an environmental levy used by many councils to help manage their natural assets.

Vegetation Management within Urban Landscapes

Council land managed as urban landscapes includes community land categorised as sportsgrounds, parks and land for other general community use, along with operational land such as road verges, carparks, cemeteries and land with public buildings.

The management of weeds in these areas is primarily for visual amenity and the provision of safe pedestrian and vehicle movements based on safety risk assessments. This includes a bushfire hazard reduction program along the fringe of residences backing Council bushland reserves in Queanbeyan.

Vegetation Management for Road Safety

Road reserves are transport thoroughfares that support communities in both economic and social ways and it is reasonable to expect that they do so in an efficient and safe manner. The safety aspects of vegetation management include providing:

- adequate sight distance
- clear zones for vehicles to traverse in case of emergencies
- height clearance for large trucks and their loads.

These hazards are managed by an ongoing program of works to prune and remove trees and shrubs in the road reserve.

In addition, vegetation can impact on sealed road surfaces by reducing water runoff in the vicinity of the sealed surface edge leading to increased water damage and can directly invade cracks in the seal. This leads to additional safety issues and increased maintenance of the sealed road asset. These impacts are mainly caused by groundcover immediately adjacent to the sealed road surface and are typically controlled by chemical spraying a buffer strip along the road edge several times per year.

7.4 Overview and Update of Weed Management (Ref: C17176038; Author: Thompson/Abbott) (Continued)

Local Government NSW states that 'roadside reserves are complex environments due to competing values and a wide range of issues to consider including road safety, conservation, cultural values, firewood collection, bushfire risk, recreational use, legal requirements and development pressures'.

Council has been successful in obtaining two grants for new initiatives to improve roadside vegetation management:

- \$80,000 under the LGNSW Council Roadside Reserve Project including trials of roadside vegetation mapping with integration of that data into council's asset management register and integrated planning and reporting system
- \$55,000 under the Save our Scarlet Robin program to revegetate roadsides, including trials of low-growing native grasses to reduce the need for chemical control and mowing maintenance.

Recommendation

That the report be received for information.

Attachments

Nil

7.5 Changes to Work for the Dole Program (Ref: C17177378; Author: Thompson/Abbott)

7.5 Changes to Work for the Dole Program (Ref: C17177378); Author: Thompson/Abbott

Report

At its meeting on 11 October 2017, Council resolved to approve funding for a team from Conservation Volunteers Australia under the Work for the Dole (WFD) scheme to carry out bushfire management work at Mt Jerrabomberra and maintenance works on Turallo Creek.

Council has been advised that the Work for the Dole (WFD) provider has withdrawn from the project. This was due to their not being able to deliver on commitments made about the program. They did offer the program to other providers however, they were not interested or did not have the participants required on their books.

As an alternative, Conservation Volunteers Australia (CVA) is offering Better Earth volunteer teams to undertake the work for Council. This is a 20-day project at \$825 per day, the same amount the WFD was charging. Their email indicated they would be able to begin work in December.

In addition, CVA is committed to engaging corporate sponsorship when available and has started discussions with Veolia to assist with small-scale activities in Turallo Creek.

Recommendation

That the report be received for information.

Attachments

Nil

7.6 Responses to Councillors' Questions (Ref: C17177918; Author: Ferguson/Ison)

**7.6 Responses to Councillors' Questions (Ref: C17177918); Author: Ferguson/Ison
Report**

This report provides responses to Councillors' questions taken both inside and outside of Council meetings.

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

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

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

Recommendation

That the report be received for information.

Attachments

- | | |
|--------------|----------------------------------------------------------------------------------------------------------------|
| Attachment 1 | Councillors' Questions Table (<i>Under Separate Cover</i>) |
| Attachment 2 | Councillors' Questions Table with Additional Information (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 3 | Foxlow Bridge Survey - Q11 (<i>Under Separate Cover</i>) |

8.1 Local Traffic Committee Minutes 10 October 2017 (Ref: C17170887; Author: Hansen/Stewart)

Present: Sam Morabito (NSW Police Rep), Rob Taply (NSW Police Rep)
Nathan Boscaro (RMS Rep), Rowan Carter (NSW State Member Rep)
Rodney Stewart (QPRC Rep)

Also Present: Joanne Wilson-Ridley (QPRC Road Safety Officer)

Others Present: Nil

Apologies:

Nathan Cooke (QPRC)

1. Confirmation of Report of previous meeting held on 16 August 2017

That the minutes from the meeting of the committee held on 16 August 2017 be confirmed.

Business arising from previous minutes:

- Bungendore and District Car and Bike Show. Event was reviewed and recommended at June's LTC Meeting. Event organisers subsequently contacted Council to discuss times for the traffic control at intersection of Molonglo Street and Malbon Street. Traffic control was recommended for peak times of 8am-10am and 1pm-3pm and as required. Event organisers confirmed the traffic control was implemented for the duration of the event during the day. Review of the event has been conducted with no major issues identified.
- Council implemented changes to the Taxi Parking in Crawford Street in August 2017 working the Queanbeyan Taxi Co-op and conducted a public education campaign promoting the changes. Inspections have noted the changes on Westpac side of Crawford Street have transitioned as intended, however some ongoing parking by taxis is noted for NAB side of Crawford Street. Additional follow up by Council to occur with Taxi Co-op regarding new times for taxi ranks in Crawford Street and Morisset Street and reminder of rules for vehicles for hire.
- Mecca Lane Bungendore – NSW Police further enquired on progress of investigation into parking of vehicles being advertised as for sale near Mecca Lane on Kings Highway. The issue is also occurring for Jerra Circle in Jerrabomberra. Council to investigate options for both locations.

2. Correspondence

- Council received notification of a procession for Sisters of Charity on 14 October 2017. The lodged Schedule 1 form was processed by NSW Police as a Public Order Matter. Council followed up additional information for their Public Liability Insurance.
- Vinnies Night Patrol Van are launching scheduled visits at Queanbeyan Visitor Information Centre on Thursday evenings. No road closures were requested for the activity and details were circulated for member's reference.

8.1 Local Traffic Committee Minutes 10 October 2017 (Ref: C17170887; Author: Hansen/Stewart) (Continued)

- Council received correspondence regarding Traffic Committee's recommendation of parking changes in Caragh Avenue. Council has replied noting the Committee and Council process and further details regarding the changes.

3. Fallick Lane – No Parking

Council received a request to alter 'No Parking' area in Fallick Lane to be a 'Loading Zone' to facilitate safe arrival and departure of vehicles for a new weekly Farmers Market running on a Thursday afternoon in Crawford Street. The change will see an alteration of the 'No Parking' area east of the current ¼ hour parking to accommodate an 18m 'Loading Zone' and the installation of two 'No Stopping' signs to the east of the ¼ hour parking. This report was previously emailed to committee members for approval but is noted in these minutes.

LTC 29/17 Under the Road Transport Act 2013 implement signage in Fallick Lane as per design.

4. Oktoberfest 2017 – Temporary Parking Changes

A report was tabled to review temporary traffic management for Oktoberfest. The Harmonie German Club of Canberra have applied to conduct their Oktoberfest Event in Queanbeyan at Queanbeyan Showgrounds. The event will run from Friday 27 October commencing at 5pm until Sunday 29 October finishing at 5pm. A traffic control plan has been created to implement temporary traffic changes for the event, including extended Bus Zone on Farrer Place, temporary Taxi Zone on Farrer Place and restricted No Right Turns for Cameron Road and Cooma Street to assist with flow of event traffic. The temporary changes were supported by the committee, pending the submission of a current certificate of Insurance.

LTC 30/17 Under the Roads Act 1993 approve the traffic control plan for Queanbeyan Showground, including temporary taxi zone and bus zone on Farrer Place from 3pm Friday 27 October until 5pm Sunday 29 October for Oktoberfest

5. Braidwood Christmas Party – Road Closure

An event application for Braidwood Christmas Community Party was reviewed. QPRC will be hosting the Braidwood Party on Friday, 1 December from 6.00 – 9.00pm with set-up commencing from 3.30pm and pack down completed by 10.00pm. Road Closures have been requested of Wilson Street to provide for safe crossing for event participants to the public amenities. Closure of Park Lane is requested for usage by event organisers for event set up and performers. The closure is requested from 3.30pm until 10pm. The committee supported the closures, pending further signage on Wallace Street regarding detour routes, especially to cater for weekend traffic commuting to the coast. Additional clarification was also requested in the TCP for road closure at Wilson St/Park Lane to ensure safe turning for vehicles on the detour route. Requested changes to TCP will be investigated and amendments circulated to committee members

8.1 Local Traffic Committee Minutes 10 October 2017 (Ref: C17170887; Author: Hansen/Stewart) (Continued)

LTC 31/17 Under the Roads Act 1993 approve the following road closures on Friday 1 December 2017 from 3.30pm until 10pm for Braidwood Christmas Community Party, pending recommended updates to TCP:

- Wilson Street from Wallace Street to Park Lane
- Park Lane from Wilson Street to corner of St Bede's Primary School

6. Boogong 2017

A report was tabled regarding a free public event being conducted by Googong Township for Halloween called 'Boogong'. The event is scheduled to take place on Saturday, 29 October 2017 from 5.00 - 9.00pm. This is the third year for the event and in previous years the event has attracted up to 15,000 participants and involved road closures and specific parking. This year, the event is being held in a new location, at the Old Shearer's Shed Paddock which is located behind Montgomery Rise off Montgomery Avenue. It is estimated the event will attract around 12,000 participants. Event Organisers have lodged a Traffic Management Plan for the event describing the event parking and event traffic management. The information currently lodged is insufficient for the Committee to review the traffic management plan. Additional information has been requested from event organisers.

7. General Business

- Council will be holding Chemical Cleanout Day on Saturday 27 October, utilising Collett Street Car Park. NSW Police and QCity Transport have been notified.
- Council is planning to replace existing town signs for Braidwood on Kings Highway. Council to send through an email notification request to RMS.

8. Next Meeting

Tuesday 5 December 2017, 12 noon.

There being no further business, the meeting closed at 1.30pm.

8.1 Local Traffic Committee Minutes 10 October 2017 (Ref: C17170887; Author: Hansen/Stewart) (Continued)

Recommendation

That Council:

- 1. Note the minutes of Local Traffic Committee held on 10 October 2017.**
- 2. Adopt recommendations LTC 29/17 to LTC 31/17 from the meeting held on 10 October 2017.**

LTC 29/17 Under the Road Transport Act 2013 implement signage in Fallick Lane as per design.

LTC 30/17 Under the Roads Act 1993 approve the traffic control plan for Queanbeyan Showground, including temporary taxi zone and bus zone on Farrer Place from 3pm Friday 27 October until 5pm Sunday 29 October for Oktoberfest

LTC 31/17 Under the Roads Act 1993 approve the following road closures on Friday 1 December 2017 from 3.30pm until 10pm for Braidwood Christmas Community Party pending recommended updates to TCP:

- Wilson Street from Wallace Street to Park Lane**
- Park Lane from Wilson Street to corner of St Bede's Primary School**

Attachments

Nil

8.2 Mick Sherd Oval Canteen s.355 Committee minutes (Ref: C17178025; Author: Tegart/Ferguson)

Report

The Mick Sherd Shed s.355 Committee has submitted for Council's information the minutes of its meeting held on 18 October 2017.

Recommendation

That Council note the minutes of the Mick Shed Oval Canteen s.355 Committee meeting held on 18 October 2017.

Implications

Statutory

The Mick Sherd Shed s.355 Committee has responsibility for the care, control and management of the Mick Sherd Oval's canteen and facility, Gibraltar St, Bungendore (Lot 701 DP1027107).

Conclusion

It is recommended that Council note the minutes of the Mick Sherd Oval Canteen s.355 Committee's meeting held on 18 October 2017.

Attachments

Attachment 1	Mick Sherd Oval Canteen s.355 Committee meeting minutes 18 October 2017 (<i>Under Separate Cover</i>)
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8.3 Royalla Common s.355 Committee minutes (Ref: C17178040; Author: Tegart/Ferguson)

Report

The Royalla Common s.355 Committee has submitted for Council's information the minutes of its meeting held on 20 September 2017.

Recommendation

That Council note the minutes of the Royalla Common s.355 Committee's meeting held on 20 September 2017.

Background

The Royalla Common s.355 Committee has responsibility for the care, control and management of the Royalla Common, including the area known as Elm Grove. This comprises an area of 12.55ha, identified as Lot 33, DP1037260, Parish of Burra.

The Committee also has delegated authority to coordinate arrangements for the construction of an amenities building on the site.

Conclusion

It is recommended that Council note the minutes of the Royalla Common s.355 Committee's meeting held on 20 September 2017.

Attachments

Attachment 1	Royalla Common s.355 Committee meeting minutes 20 September 2017 (Under Separate Cover)
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14 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

Recommendation

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

Item 15.1 Queanbeyan CBD Property Development

"Item 15.1 is confidential in accordance with s10(A) (d) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 15.2 Miscellaneous Land Acquisitions

"Item 15.2 is confidential in accordance with s10(A) (c) (g) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.