



Ordinary Meeting of Council

AGENDA

22 February 2017

Commencing at 5.30pm

**Council Chambers
10 Majara Street, Bungendore**

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

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****On-site Inspections****

**Tuesday 21 February 2017, 4.30pm – 65 Forster Street, Bungendore
DA.2016.206 – Seniors Housing – 40 Units**

Queanbeyan-Palerang Regional Council advises that this meeting will be webcast to Council's website.
Images and voices of those attending will be captured and published.

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7 CONFIRMATION OF MINUTES

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Nil

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Nil

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Nil

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Nil

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Nil
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- 19 REPORTS FOR CLOSED SESSION**
Nil

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LIST OF ATTACHMENTS –

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

Open Attachments

Item 12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets, Bungendore - Seniors Living for 40 Community Title Dwellings

Attachment 1 22 February 2017 - DA 2016 206 - Section 79C(1) Table - Seniors Housing - 65 Forster Street (Under Separate Cover)

Attachment 3 22 February 2017 - DA 2016.206 - - Submissions - Seniors Housing - 65 Forster Street (Under Separate Cover)

Attachment 4 22 February 2017 - DA 2016.206 - Draft Conditions - Seniors Housing - 65 Forster Street (Under Separate Cover)

Item 12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer

Attachment 1 22 February 2017 - Draft Rural Lands Strategy as Amended December 2016 (Under Separate Cover)

Attachment 2 22 February 2017 - Rural Lands Study submissions (redacted) 2016 (Under Separate Cover)

Attachment 3 22 February 2017 - Rural Living In Palerang Discussion Paper (Under Separate Cover)

Attachment 4 22 February 2017 - Rural Lands Study Committee Meeting Minutes March 2016, adopted at August 2016 Rural Lands Study Committee meeting (Under Separate Cover)

Attachment 5 22 February 2017 - Exhibited Draft Rural Lands Strategy (Under Separate Cover)

Attachment 6 22 February 2017 - Excerpt from Report to the Rural Lands Committee Meeting of 18 August 2016 (Under Separate Cover)

Attachment 7 22 February 2017 - Rural Lands Study, Committee Meeting Minutes 18 August 2016 (draft) (Under Separate Cover)

Item 12.3 Investment Report - January 2017

Attachment 1 Investment Report - January 2017 - Attachment 1 - 22 February 2017 (Under Separate Cover)

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Item 12.6 Sports Facilities Strategic Plan

Attachment 1 Draft Sports Facilities Strategic Plan (Under Separate Cover)

Item 12.7 Oktoberfest 2017

Attachment 1 Economic Modelling for Oktoberfest Event (Under Separate Cover)

Item 12.8 Building Better Region Fund - Round 1 2017

Attachment 1 BBRF - Proposed Projects List (Under Separate Cover)

Item 13.5 Q-One - Summer Activation Program

Attachment 1 Summer Activation Comments (Under Separate Cover)

Item 13.6 Submission on the development of a Model Code of Meeting Practice

Attachment 1 Attachment 1 Submission Model Code of Meeting Practice 20 January 2017 (Under Separate Cover)

Item 13.7 Merger Transition Plan - Progress

Attachment 1 Attachment - Action Progress Report - 01052016-31122016 (Under Separate Cover)

Closed Attachments

Item 12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets, Bungendore - Seniors Living for 40 Community Title Dwellings

Attachment 2 22 February 2017 - DA 2016.206 - Plans - Seniors Housing - 65 Forster Street (Under Separate Cover)

Item 12.9 South East Region Academy of Sport

Attachment 1 SERAS QPRC MoU (Under Separate Cover)

Attachment 2 SERAS Constitution Draft 2 (Under Separate Cover)

Item 14.1 The Q Board Meeting - 30 Jan 2017

Attachment 1 The Q - Board Meeting - Council Official Agenda - January 2017 (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 January 2017 commencing at 5.30pm.

ATTENDANCE

Administrator: T. Overall (Chair)

Staff: P Tegart, Interim General Manager; P Bascomb, Interim Deputy General Manager; M Thompson, Acting Director Environment, Planning and Development; P Hansen, Acting Director Assets and Projects; P Spyve, Acting Director Economic and Community; S-J Abigail, Acting Executive Manager Finance and S Taylor, Acting Executive Manager Systems.

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

1. APOLOGIES

No apologies were received.

2. DISCLOSURES OF INTERESTS

001/17

RESOLVED (Overall)

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

No declarations were received.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held on 14 December 2016

002/17

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 14 December 2016 be confirmed.

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

003/17

RESOLVED (Overall)

The Administrator resolved that all presenters be heard.

David Maclaren – 8.1 - DA2016.163 - 55-59 Ellendon St, Bungendore
Peter Blematl – 8.1 - DA2016.163 - 55-59 Ellendon St, Bungendore
Richard Graham – 8.1 - DA2016.163 - 55-59 Ellendon St, Bungendore
Fernando Van der Linden – 8.1 - DA2016.163 - 55-59 Ellendon St, Bungendore
Alan Longhurst – 8.1 - DA2016.163 - 55-59 Ellendon St, Bungendore
Greg Nye – 8.1 - DA2016.163 - 55-59 Ellendon St, Bungendore
Malcolm Leslie – 8.2 - DA 90-2016 - Small Lot Housing and Subdivision - Googong
Clare Breust – 8.4 - Review of Determination - 35 Trucking Yard Lane Bungendore - Childcare Centre - REV2016.003
Giselle Rabarion – 8.4 - Review of Determination - 35 Trucking Yard Lane Bungendore - Childcare Centre - REV2016.003
David Shearer – 8.4 - Review of Determination - 35 Trucking Yard Lane Bungendore - Childcare Centre - REV2016.003
Craig Harris – 8.5 - Program for Release of Googong Subdivision Certificates
Paul Cockram – 8.7 - Planning Proposals Relating to Bungendore and its Immediate Surrounds and the Review of the Structure Plan
Michael Quirky O'Neill – 8.11 - Contract 08/17 - Selective Clearing of Trees and Destruction of Termite Mounds for Ellerton Drive Extension
Asha Gare – 8.11 - Contract 08/17 - Selective Clearing of Trees and Destruction of Termite Mounds for Ellerton Drive Extension
Katrina Willis – 8.11 - Contract 08/17 - Selective Clearing of Trees and Destruction of Termite Mounds for Ellerton Drive Extension and 8.26 - Queanbeyan CBD Transformation Strategy
Dr Greg Buckman – 8.11 - Contract 08/17 - Selective Clearing of Trees and Destruction of Termite Mounds for Ellerton Drive Extension
Chris Robb – 8.13 - Acquisition of Land - Brooks Creek Road

5. MAYORAL MINUTES

Nil

6. NOTICES OF MOTIONS OF RESCISSION

Nil

7. NOTICES OF MOTIONS

Nil

8. DETERMINATION REPORTS**8.1 Development Application 2016.163 - Relocation of Carpark and Reception Building, Erection of Gazebo, Covered Walkways and Underground Storage Tanks - 55-59 Ellendon St, Bungendore****RESOLVED (Overall)**

The Administrator resolved:

1. That development application DA.2016.163 for relocation of carpark and reception building, erection of gazebo, covered walkways and underground storage tanks on lots 5-10, Section 24 DP758183, 55-59 Ellendon St, Bungendore be granted conditional approval subject to modification and addition to the draft conditions of approval as follows:

Condition 31 - Provide a 2.0 metre wide landscaped buffer along the southern boundary between the carpark and the existing fencing. The plants are to be evergreen but reach no height greater than 3 metres.

Reason: To minimise the visual impact of the development, but also protect the solar access of the neighbouring property.

Condition 62 - The Applicant is to provide to Council a lighting design by an appropriately qualified person, at time of Construction Certificate Application. The design shall ensure that impact on neighbouring residential premises is minimised.

Reason: To ensure appropriate lighting is provided throughout the site without impacts on adjoining properties.

Condition 64 - Landscaping (other than street trees), within the road reserve is not approved. The Landscape Plan as shown on General Concept Plan, Drawing No.12709 Sheet 3 Issue 2A dated 27 October 2016, is not approved in its current form. It must be modified to show planting details within the road reserve and additional plantings required by Condition 31 and submitted for approval when the Construction Certificate application is made.

004/17

Reason: To ensure the asset life and performance of the sewer main is not compromised

New Condition 31A – Those portions of fencing along the southern boundary which are not constructed of sheet metal fencing shall be replaced with a 2.1m high sheet metal fence to match the existing sheet metal fencing.

Reason: To reduce noise, privacy and lighting impacts on neighbouring residential premises.

New Condition 84A – The southern access to the carpark is to be marked with a sign marked “Entry Only”. The northern access to the carpark is to be marked “Exit Only”. Signs are to be located adjacent to access points and within the property boundary.

Reason: To reduce impacts on headlights from vehicles leaving the site on residential premises located across Ellendon Street.

2. That those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

8.2 Development Application 90-2016 - Small Lot Housing and Subdivision - Googong

RESOLVED (Overall)

The Administrator resolved that this matter be deferred to enable further discussion between the proponent and Council, to explore options to redesign the proposal to accommodate community title.

005/17

8.3 Development Application 330-2016 - 29 Gilmore Place, Queanbeyan - Dual Occupancy

006/17

RESOLVED (Overall)

The Administrator resolved:

1. That approval be conditionally granted to the following variations of the Queanbeyan Development Control Plan 2012 for the reasons stated below.

- a) Variation to Clause 2.2 Car Parking, and Clause 3.6.10 Car parking, Driveways and Manoeuvring Areas – Request to provide visitor parking space as on-street parking and to allow reversing onto street.

The parking of a visitor space on the road and reversing of vehicles onto the street will not reduce the capacity of the road or traffic safety. Parking for visitors will still be able to occur in front of the proposed double garage for the new dwelling.

- b) Variation to Clause 3.6.2 Site Coverage – Request to vary maximum site coverage.

The site coverage exceeds the maximum site coverage by 3.28 %. The departure is only minor and the development complies with the clause objectives.

- c) Variation to Clause 3.6.15.2 Dual Occupancy - Private Open Space (POS)

- d)
 - i. Existing Dwelling – Request to allow POS to encroach into setback area.

The encroachment of the POS into the building setback for the existing dwelling will provide a better design outcome as it will maximise the northern orientation. This will afford the courtyard POS for the existing dwelling a minimum of 3 hours of solar access on the June 21 (winter solstice). Non-compliance by allowing the courtyard in front of the building line will achieve a higher level of amenity for the future residents as it will provide solar access to the private open space and allow direct access to the front verandah.

The POS will also be screened by a hedge along both Cassidy Street and Gilmore Place. This will ensure the existing landscaped streetscape of the site is maintained from these streets. No courtyard walls are proposed in keeping with Council's DCP requirements.

- ii. New Dwelling – Request to reduce minimum POS area by providing two alternate areas
The provision of two POS areas for the new dwelling is supported. Although the POS area facing Cassidy Street is below 24m² in area it still retains a good size of 18m². It also has a north/west aspect and is screened and landscaped. It will provide good outdoor space in winter for the residents.

The alternative covered outdoor area of 15m² on the southern elevation will provide good outdoor space in summer.

- 2. That Development Application 330-2016 for a dual occupancy, strata subdivision and demolition of ancillary structures at 29 Gilmore Place, Queanbeyan West being Lot 97 DP 8718, be granted conditional approval.
- 3. That those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

8.4 Review of Determination - 35 Trucking Yard Lane Bungendore - Childcare Centre - REV2016.003

007/17

RESOLVED (Overall)

The Administrator resolved:

1. That pursuant to Section 82A(4)(c) of the Environmental Planning and Assessment Act 1979, the development, which incorporates amendments to parking, is considered substantially the same development as described in the original application.
2. That Development Application DEV2016.001 (REV.2016.003) for a Childcare Centre on Lot 1 DP 1210698, No. 35 Trucking Yard Lane, Bungendore be refused for the following reasons.
 - a) The proposal does not comply with clause 7 of State Environmental Planning Policy No. 55 – Remediation of Land. There is no information provided with the application to give certainty of the previous uses and the information to rule out potential contamination of the site and provide the certainty that the site is suitable in its current state for a sensitive childcare use.
 - b) The proposal does not comply with the Palerang Local Environmental Plan 2014 in the following ways:
 - i. The proposal does not meet the aims of the Plan in that it will unreasonably increase the demand for public services or public facilities by requiring indented on-street parking to fulfil the necessary parking demands for a 50 place childcare centre. This additional ongoing cost and burden is not considered a reasonable additional demand as it is essentially a subsidy being provided by Council for the developer.
 - ii. The proposal does not meet the R2 Low Density Residential zone objective to ensure that new development complements the scale, density and form of existing development. The proposed design and the traffic generated is not considered complementary to the scale and density of the existing development of Trucking Yard Lane, nor is it in keeping with the future scale that will exist when the newly subdivided residential lots are built upon.
 - c) The proposal does not comply with the following parts of the Palerang Development Control Plan:
 - i. The proposal does not comply with Clause 6.11 of the Palerang LEP or Part B7 of the Development Control Plan as adequate and suitable off street parking cannot be provided for the proposed development and the proposed design and location of parking areas and other areas used for the

movement of vehicles and pedestrians is not efficient, safe and convenient, and integrated into the design of the development to minimise the visual impact.

- ii. The proposal does not comply with Part B12 for Landscaping. The landscaping on the McKay Drive frontage has not provided an effective solution to addressing the amenity of this almost boundary to boundary mass of hardstand surface for the parking area. It is reasonable to expect that the frontage of a property in a residential area be sympathetic with the residential character and plantings associated with front gardens of newly developing residential estates such as is occurring in McKay Drive.
 - iii. The proposal does not comply with Part C30 for Gates and Fencing as it proposes fencing forward of the building line at a 1.8m height that exceeds the maximum of 0.9m and 1.2m.
 - iv. The proposal does not comply with Part D1 for the desired future characteristics of Bungendore to achieve development that is generally of low density with buildings well separated. The size of the proposed centre, together with the parking requirements generated and the size of the parcel of land does not result in a low density development.
- d) The proposal is not in keeping with the low density residential context and setting of the site.
 - e) The proposal does not provide adequate and useable parking onsite to cater for the parking needs generated by the proposed childcare centre.
 - f) The proposal results in unacceptable impact on the streetscape resulting from large area of hardstand within the front building line of McKay Drive
 - g) The proposal is not in the public interest as has the potential to impact on the safety of the public and liability by its reliance on providing half of the required parking on the street
3. That those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

8.5 Program for Release of Googong Subdivision Certificates

008/17

RESOLVED (Overall)

The Administrator resolved:

That Council agree to release the subdivision certificates for future stages of NH1B Googong subject to:

- a) At the time of release, Council being satisfied that IWC Network C can be commissioned by December 2017 (noting that the current program is to complete by end August 2017).
- b) Development applications for the stage being conditioned to require the issue of a Water and Sewer Compliance Certificate, before the issue of an Occupation Certificate.
- c) GTPL advising the intended owners of the lots of the above mentioned condition at the time of settlement of the lot and the consequences such a condition imposes.

8.6 Proposed Alterations to Road and Laneway Specifications - Googong Township

009/17

RESOLVED (Overall)

The Administrator resolved that the Draft Development Design Specification D1 – Geometric Road Design – Googong – Version 2 be exhibited for comment for a period of 28 days.

8.7 Planning Proposals Relating to Bungendore and its Immediate Surrounds and the Review of the Structure Plan

010/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council refer the planning proposal concerning the rezoning of Lot 3 DP 1195030 from IN2 Light Industrial to R2 Low Density Residential (Attachment 1) to the Minister for Planning for a Gateway determination in accordance with section 56 of the NSW Environmental Planning and Assessment Act 1979 noting the following matters:
 - a) The need for an acoustic report to be undertaken to determine appropriate treatment measures for noise with mitigation measures to be funded by the proponent.
 - b) The need to correct minor amendments to the bushfire report concerning the implication that the planning proposal is integrated development prior to referral to the NSW Rural Fire Service.
 - c) A recommendation that the proposal be exhibited for 28 days.
 - d) The need for the proponent to work with Council's strategic planning staff prior to the planning proposal being lodged with the Minister for Planning to address the following matters:
 - i. Typographic errors.
 - ii. An error in relation to the light industrial precinct (p12).
 - iii. An error in relation to the permissibility of the concrete batching plant in IN2 (pp14 and 20).
 - iv. Comment on the industrial situation in Bungendore.
 - v. Any other matter that may arise.
2. That work continues on the current groundwater investigations with a view to securing an increase in the Bungendore town water supply.
3. That work continues on the review of the Bungendore Structure Plan.
4. That work continues on the three planning proposals listed below:
 - a) Part Lot 1 DP 798111 (North Bungendore), has a Gateway determination
 - b) Lot 1 DP 747767 and others (Bungendore East), has been forwarded to the Minister.
 - c) Lot 5 DP 1204393, Malbon Street, has a Gateway determination.
5. That Council not proceed to refer any new Planning Proposals for the Bungendore area to the Minister for Planning for a gateway determination until work on the groundwater and Structure Plan has been substantially completed and discussed with government agencies and the community. This includes Lot 1 and Lot 2 DP 1195030 Majara Street.

8.8 Special Heritage Fund

011/17

RESOLVED (Overall)

The Administrator resolved that:

1. Council endorse the recommendations by the Assessment Panel in regard to the Special Heritage Fund and funding be allocated as follows:
 - (a) Farrer Place, Queanbeyan (Queanbeyan Croquet Club) – Replace current windows - \$23,300
 - (b) 186 Wallace Street, Braidwood (Braidwood Museum) – Repair works to the front elevation \$26,114.60;
 - (c) 1290 Old Cooma Road, Googong (St. Paul's Church) – Replace floor and carpeting - \$15,000
2. Council consider allocating \$150,000 per annum in the 2017/18 budget towards the Special Heritage Fund and subsequent budgets.
3. A further report be brought back to Council detailing how the Queanbeyan-Palerang 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.

8.9 Vacant Community Representatives - Palerang Heritage Advisory Committee

012/17

RESOLVED (Overall)

The Administrator resolved that the following nominees be appointed to the two vacant community representative positions on the Palerang Heritage Advisory Committee until the end of September 2017:

- John Stahel
- Cherylyn Raper

8.10 Allocation of 2016/17 Roads to Recovery Funding

013/17

RESOLVED (Overall)

The Administrator resolved:

1. That the Roads to Recovery funding currently allocated to the further improvement of the Nerriga Road as part of the 2016/17 Operational Plan (PJ 6682) be retasked to the next identified rehabilitation project for the Captains Flat Road (Kearns Parade to Douglas Close).
2. That all pre-construction activities currently underway for the next identified construction project on the Nerriga Road (north from Grants Road) continue to completion with a view to this project being considered for funding as part of the 2017/18 Operational Plan.

8.11 Contract 08/17 - Selective Clearing of Trees and Destruction of Termite Mounds for Ellerton Drive Extension

014/17

RESOLVED (Overall)

The Administrator resolved that Council note the awarding of Contract 08/2017 to East Coast Veg Management.

8.12 Land Classification - Lot 1211 DP 1210571 Googong

015/17

RESOLVED (Overall)

The Administrator resolved that Council in accordance with Section 31(2) of the Local Government Act 1993 (NSW), resolve that Lot 1211 DP 1210571 (7 Aitken Street, Googong) known as "Hopper Park" be classified as "Community Land".

8.13 Acquisition of Land - Brooks Creek Road

016/17

RESOLVED (Overall)

The Administrator resolved that the proprietors be advised that the Council is not prepared at this point in time to agree to dedicate Lot 8 DP 245149 as a public road.

8.14 Acquisition of Easement - Bungendore Central Car park

017/17

RESOLVED (Overall)

The Administrator resolved that the Deed of Agreement for the acquisition of easements at Lot 9, section 11 DP 758183 at a cost of \$50,000 be agreed to by the Council.

8.15 Investment Report - December 2016

018/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the investment income for December 2016 is \$349,271 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$2,652,094 which is \$561,189 above the original budget;
2. Note the investments have been made in accordance with the Local Government Act 1993, the Local Government General Regulations, and Council's proposed investment policy;
3. Adopt the Investment Report for the month of December 2016.

8.16 Human Resources & Payroll and Revenue & Regulatory Applications

019/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Authorise the General Manager, in accordance with Section 55(3)(i) of the Local Government Act 1993, to negotiate directly with TechnologyOne and enter into an agreement with TechnologyOne for the provision of Human Resources & Payroll, and Revenue & Regulatory applications for Queanbeyan-Palerang Regional Council due to the following extenuating circumstances:
 - a. The amalgamation of the two Council entities to create Queanbeyan-Palerang Regional Council;
 - b. The need to synchronise and integrate the ICT systems between the two former councils as an immediate priority in an efficient and economic manner;
 - c. The assessment and implementation of the TechnologyOne system in place with experience by users of the former Palerang Council;
 - d. The costs burden in these circumstances in going to tender for each application, and disruption to its users;
 - e. The long term investments by TechnologyOne for a stronger and contemporary local government solution to the new Council entity;
 - f. The Tender process would add a significant time penalty in the implementation of the applications.
2. Allocate the cost of developing and implementing the corporate applications, as outlined in this report, from the NSW Stronger Councils Implementation Fund;
3. Authorise the General Manager, in accordance with Section 55(3)(i) of the Local Government Act 1993, to review options available for a Document Management application and provide a report back to Council to either:
 - a. Negotiate directly with TechnologyOne and enter into an agreement with TechnologyOne for the provision of Document Management applications for Queanbeyan-Palerang Regional Council, or
 - b. Commence a tender process to proceed to market for a Document Management system

8.17 03/2017 Enterprise Asset Management System - Supply, Implementation and Support Services

020/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Decline to accept any tender and instead, enter into negotiations with any person (whether or not that person was a tenderer) with a view to entering into a contract;
2. Enter into negotiations with TechnologyOne and in the event that they be unsuccessful, cancel all negotiations and issue a new tender;
3. Note the reason for declining to invite fresh tenders is that TechnologyOne has significantly demonstrated the capability required for the tender;
4. Note the reason for determining to enter into negotiations is for the purpose of finalising the contract terms, the phases of implementation and the list of individual functional modules
5. Delegate to the General Manager the right to accept contract terms once it is considered that acceptable and competitive arrangements have been negotiated; and to execute a contract with the relevant party; or to cease negotiations.

8.18 Queanbeyan Indoor Sports Centre - Extension Project - Community Development Grants Programme

021/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Endorse the execution of the agreement with the Commonwealth under Community Development Grants program to extend the Queanbeyan Indoor Sports Centre (QISC).
2. Borrow \$2.25m for the extension of QISC.
3. Adopt the QISC long term business financial forecast and associated business model.
4. Engage relevant stakeholders on the proposed QISC design and exhibit the plan and model for community comment.

8.19 Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy

022/17

RESOLVED (Overall)

The Administrator resolved that Council adopt the Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy as per the requirements of S252 of the Local Government Act, and its application to the Administrator and Local Representation Committee.

8.20 Development of a Stronger Councils Framework for QPRC

023/17

RESOLVED (Overall)

The Administrator resolved that Council endorse the Stronger Councils Framework for QPRC as set out in Attachment 1, as amended.

8.21 2016 Clearwater Sculpture Prize event

024/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council develop an acquisitive process to allow for the optional purchase of suitable art works from the Clearwater Sculpture Prize event for installation in the LGA.
2. That Council consider inclusion of \$10,000 in future budgets for an optional acquisitive fund for public art, including the Clearwater Sculpture Prize.

8.22 Cultural Arts Assistance Grant Application - 2017 Waitangi Day Celebration

025/17

RESOLVED (Overall)

The Administrator resolved that Council approve the allocation of a grant of \$1,500 from the Cultural Arts Assistance Scheme to the ACT Maori Performing Arts Inc. to assist in the presentation of a Waitangi Day 2017 celebration in Queanbeyan Park.

8.23 Planning and Strategy Committee of the Whole

026/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Adopt the terms of reference and delegations for the Planning and Strategy Committee of the Whole.
2. Commence meetings of the Planning and Strategy Committee on Wednesday 8 February 2017 and advertise upcoming meetings.
3. Append the terms of reference to Council's Code of Meeting Practice and publish on its website.
4. Thank those who made submissions and advise them of the outcome.

8.24 Progress of Community and Staff Communications and Engagement Plan

027/17

RESOLVED (Overall)

The Administrator resolved that Council note the progress of the Community and Staff Communications and Engagement Plan.

8.25 QPRC Asset and Financial Sustainability Review and Financial Strategy

028/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Receive and note the 'asset and financial sustainability reviews' of the former Palerang Council, and the Queanbeyan-Palerang Regional Council.
2. Adopt the revised Financial Strategy and Policy.
3. Utilise the Responsible Scenario forecasts and Fit for the Future (FFF) benchmarks in drafting the 2017/18 budget and long term financial plan.
4. Place the asset and financial sustainability review reports on the website in conjunction with the financial planning engagement process.

8.26 Queanbeyan CBD Transformation Strategy

029/17

RESOLVED (Overall)

The Administrator resolved that Council

1. receive and note the report on the Queanbeyan CBD Transformation Strategy.
2. seek community feedback on the draft Strategy, and be utilised in masterplan engagements, for further report to Council.

8.27 Statutory Disclosures - Former Queanbeyan and Palerang Councils

030/17

RESOLVED (Overall)

The Administrator resolved that Council receive the Statutory Disclosure reports for the former Queanbeyan City Council and the former Palerang Council.

8.28 Riverfront Activation - Eol

031/17

RESOLVED (Overall)

The Administrator resolved that Council commence an Eol process to source appropriate activities that may activate the riverfront.

8.29 Tenders for the Supply and Delivery of Road Base

032/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Award Holcim (Australia) Pty Ltd the schedule of rates contract 11/2017 being for the supply and delivery of approximately 3,400 tonnes of stabilised DGB20 roadbase for works planned for segment 130 of MR51 according to their schedule of rates dated 11 January 2017; and
3. Award Schmidt Quarries Pty Ltd the schedule of rates contract 10/2017 being for the supply and delivery of approximately 12,375 tonnes of DGB20 and approximately 5,775 tonnes of select material roadbase for works planned for segment 520 of MR79 according to their schedule of rates dated 20 December 2016.

8.30 Transition Organisation Structure

033/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. receive and note the report on the Transition Organisation Structure
2. note the Service and Program Framework
3. note the staff establishment for the merged entity
4. adopt the transition organisation executive structure
5. endorse the executive positions as senior staff
6. recruit senior staff on senior staff standard contracts at minimum SES 2 level in the ranges outlined in the report
7. engage Blackadder and Associates as an independent consultancy to undertake the recruitment of staff in executive and management levels
8. engage a consultancy to provide outplacement services.

9. INFORMATION REPORTS**9.1 ACT Strengthens Regional Collaboration with NSW**

034/17

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

9.2 Proposed changes in relation to Voluntary Planning Agreements

035/17

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

9.3 Upcoming Community Engagement Activities

036/17

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

10. COMMITTEE REPORTS**10.1 Local Representation Committee Meeting - 13 December 2016**

037/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the minutes of Local Representation Committee held on 20 October 2016.
2. Adopt recommendation LRC 019/2016 from the meeting held on 20 October 2016.

LRC 019/2016

Confirmation of previous minutes of the meeting held on 20 October 2016.

11. DELEGATES' REPORTS

Nil

12. RESPONSES TO COUNCILLORS' QUESTIONS

Nil

13. COUNCILLORS' QUESTIONS FOR NEXT MEETING

Nil

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

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

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

Nil

At this stage in the proceedings, the time being 8.03 pm Mr Overall announced that the Agenda for the meeting had now been completed and declared the meeting closed.

**TIM OVERALL
ADMINISTRATOR
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 February 2017 commencing at 5.30pm.

ATTENDANCE

Administrator: Tim Overall (Chair)

Staff: P. Tegart, Interim General Manager; M. Thompson, Acting Director
Environment, Planning & Development.

Also Present: W Blakey, Management Accountant (Clerk of the Meeting) and
R Potter (Minute Secretary).

1. APOLOGIES

No apologies were received.

2. PRESENTATIONS/DEPUTATIONS/PETITIONS

PLA001/17

RESOLVED (Overall)

The Administrator resolved that all presenters be heard for up to five minutes.

Michael Gartner – Photon Energy - DA 389-2016 – Proposed Solar Farm – 502 Lanyon Drive, Jerrabomberra

Kristen Risby – Item 4.1 – 13 Myrtle Close, Jerrabomberra – Modification of Consent DA 201-2015/A

Marguerite Gardner – Item 4.2 – Submission – Jupiter Windfarm Project at Tarago – SSD 13-6277

Winston Nash – Item 4.2 – Submission – Jupiter Windfarm Project at Tarago – SSD 13-6277

Anthony Gardner – Item 4.2 – Submission – Jupiter Windfarm Project at Tarago – SSD 13-6277

John Fern – Item 4.2 – Submission – Jupiter Windfarm Project at Tarago – SSD 13-6277

Jenny Hajek – Item 4.2 – Submission – Jupiter Windfarm Project at Tarago – SSD 13-6277

Sue Whelan – Item 5.1 – Queanbeyan CBD Carparking

Les Manning – Item 5.1 – Queanbeyan CBD Carparking

3. DECLARATIONS OF INTEREST

PLA002/17

RESOLVED (Overall)

The Administrator resolved that the Administrator now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

No declarations.

STAFF REPORTS

4. ENVIRONMENT, PLANNING AND DEVELOPMENT

4.1 13 Myrtle Close Jerrabomberra Modification of Consent DA 201-2015A

PLA003/17

RESOLVED (Overall)

The Administrator resolved:

1. That the application to modify Development Consent 201-2015/A for a two storey dwelling house and swimming pool on Lot 170 DP 1057626, 13 Myrtle Close, Jerrabomberra be granted approval subject to the original conditions of consent and the inclusion of the following:

(a) Amend condition 35

35 PRIVACY SCREEN

A 1.8m privacy screen is required to be erected as shown on the approved plans prior to the issue of the Occupation Certificate. The material of the privacy screen is required to be powder coated steel "Monument" horizontal slats with a maximum aperture of 25mm.

REASON: To safeguard the privacy of the adjoining northern neighbour

b) Insert new condition 14A

14A IN ACCORDANCE WITH THE APPROVED PLANS

The clothes line must be relocated to the lower level RL 696.1 and be installed on the inside of the powder coated steel privacy screen as amended in red on modified plans submitted with the Application to Modify a Consent on 29 November 2016.

REASON: To reduce the visibility of the clothes line from the reserve at the rear of the subject site, the adjoining properties and Aspen Rise.

c) Insert new Condition 37A

37A MODIFY PAVING EXTENT

Prior to the issue of a final occupation certificate the existing paving between the side retaining wall and boundary fence (marked in red on the approved plan) shall be modified to ensure that any paving or fill material is supported independently and separated from the sheet metal fencing by a clear space of at least 25mm. This paved area shall be graded to direct surface runoff away from the property boundary.

REASON: The paving has been constructed in such a way that it relied on the fencing material for support. Removing paving and supporting fill material so that it is clear of the fence will ensure that the fence is not damaged by any material placed against it and that it can be maintained in the future.

2. That the Principal Certifying Authority (PCA) provide to Council a certificate from a practising structural engineer confirming that the rear retaining wall in excess of 2.2m high is structurally sound.
3. That Council take no further action in relation to privacy concerns resulting from the height of existing paving between the side retaining wall and boundary fence (as shown in Figure 6 of the report) as the likely impacts are minimal.
4. That Council notes that the small section of grass landscaping adjacent to the rear laundry door shown on the modified plans has been paved and calculated as impervious area in the landscaping coverage calculation.
5. That the applicant submit a proposed pool barrier fencing design to the PCA prior to the pool being filled to ensure the PCA is satisfied that the barrier when completed will comply with the provisions of the Swimming Pool Act 1992.
6. That those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

4.2 Submission - Jupiter Windfarm Project at Tarago - SSD 13_6277

PLA004/17

RESOLVED (Overall)

The Administrator resolved that Council lodge a submission to the NSW Department of Planning and Environment on SSD 13_6277 for the Jupiter Wind Farm Project on Kings Highway, Tarago that raises the issues outlined in this report and objects to the proposal as presented, with the following additional comments:

- a) the January 2017 Currandooley fire reinforcing the Town Planner's comments about the potential obstruction of aerial firefighting, and
- b) that if approved, the Jupiter Windfarm will be an impediment to further residential and infrastructure development in this largely rural residential area

4.3 Review of Section 64 Water and Sewer Contribution - Home Businesses

PLA005/17

RESOLVED (Overall)

The Administrator resolved:

1. That under the Queanbeyan and Googong Water and Sewer Development Servicing Plans, Council confirm as policy that approved uses associated with a home business or home occupation are exempt from the payment of S64 contributions for any additional equivalent tenements generated.
2. That any approval for a home business or home occupation that generates trade waste discharges be conditioned to require the annual submission of a trade waste application and associated fee for consideration by Council.

4.4 Road Naming Proposal - Brimble Close - Bungendore

PLA006/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Adopt in principle the name 'Brimble Close' as the proposed name for the new road created within the subdivision of Lot 8 DP976608, subject to concurrence from the Geographical Names Board;
2. Advertise the name for public comment for 30 days.
3. Subject to no objections being received, publish a notice in the NSW Government Gazette confirming the selection of the new name.
4. Include on the street sign a commemoration to the individual's contribution to World War 1.

4.5 Road Naming Proposal - Jacombs Street - Bungendore

PLA007/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Adopt in principle the name "Jacombs Street" as the proposed name for the new road created as part of the subdivision of Lots 3, 4 and 5 DP 1195030 and Lot 30 DP 1217652, Bungendore, subject to concurrence from the Geographical Names Board.
2. Advertise the name for public comment for 30 days.
3. Subject to no objections being received, publish a notice in the NSW Government Gazette confirming the selection of the new name.
4. Include on the street sign a commemoration to the individual's contribution to World War 1.

4.6 Proposal for Naming of Several Parks and Reserves - Googong

PLA008/17

RESOLVED (Overall)

The Administrator resolved:

1. That Council endorse the following proposed names for parks and reserves in Googong for the purposes of public exhibition for a period of 28 days.
 - Googong Common - Bunburung Thina
 - Hill 800 - Nangi Pimble
 - Playground area adjacent to the second display village within NH1B - Yerradhang Nguru
 - Open Space at Montgomery Rise - Munnagai Woggabaliri
2. That the Nambri Local Aboriginal Land Council be provided with a copy of the report and be afforded the opportunity to comment during the exhibition period.
3. That a report be submitted to Council detailing the outcomes of the public exhibition period.

5. STRATEGIC DEVELOPMENT

5.1 Queanbeyan CBD Carparking

PLA009/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Receive and note the report on Queanbeyan CBD Carparking.
2. Defer consideration of the updated carparking strategy, pending a further report on estimates and options to construct a formal carpark at the Showground, and multi deck carpark at Morisset north and south carparks, including consideration of a cinema and commercial space with the Morisset south carpark.

6. DETERMINATION REPORTS

6.1 Applications under the \$9m Stronger Communities Fund – Major Infrastructure Projects

PLA010/17

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the following list of major infrastructure projects proposed by the community and the Assessment Panel under the \$9m second round of the Stronger Communities Fund;

Community Facilities & Infrastructure Projects:

Committed in first round Various	\$281,543
Araluen s.355 (previously committed) Araluen	\$15,000
Eastern Pools (previously committed) Braidwood, Bungendore & Captains Flat	\$400,000
Town Centre Improvements Braidwood	\$500,000
Town Centre Improvements Bungendore	\$500,000
Rusten House Queanbeyan	\$550,000
Abbeyfield Aged Accommodation Bungendore	\$1,000,000
Dog Park Googong	\$125,000
Refurbish Netball Courts Karabar	\$175,000
Wet Play Area Queanbeyan Aquatic Centre	\$450,000
Showground Grandstand Queanbeyan	\$350,000
Seiffert Oval Lights Queanbeyan	\$200,000
BWD Rec Ground Stage 2 Braidwood	\$300,000
BGD Rec Ground Stage 1 Bungendore	\$1,500,000
River path incl. low level foot bridge Queanbeyan	\$760,000
Streetscape improvements, commercial precinct Karabar	\$46,000
Queanbeyan Park central playground equipment Queanbeyan	\$250,000
Glebe Park Playground Queanbeyan	\$90,000
Henderson Road Recreation Area Queanbeyan	\$125,000
Aquatic Centre – paint and restore domes and archway Queanbeyan	\$150,000
Seiffert Oval spectator entrance improvements Queanbeyan	\$200,000
Upgraded community facilities Captains Flat	\$100,000
Lascelles Street upgrade Braidwood	\$800,000
Upgrade Lighting Margaret Donohue Oval Queanbeyan	\$200,000
Queens Bridge approach enhancement from Yass Road Queanbeyan	\$200,000

Also proposed by the Assessment Panel - as one alternative:

Flood proof "the Dip" Bungendore Road Queanbeyan	\$1,746,000
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2. Note that the Queanbeyan Tigers Club applied for and were granted \$50,000 to upgrade lighting at Margaret Donohue Oval under the Stronger Communities Fund Community Grants Program and based on recent technical advice there is now an estimated funding shortfall of \$200,000 on the estimated project value of \$510,000;
3. Seek community feedback in accord with the adopted schedule and consideration by the Assessment Panel;
4. Consider the comments and feedback from the community and the Local Representation Committee about the projects at Council's Ordinary meeting on 22 March 2017, prior to formal approval.

6.2 Canberra Symphony Orchestra Event

PLA011/17

RESOLVED (Overall)

The Administrator resolved that Council

1. Approve expenditure of \$37,900 to conduct the Canberra Symphony Orchestra event in Queen Elizabeth II Park on 4 March 2017;
2. Approve the suspension of the Alcohol Free Zone in Queen Elizabeth II Park for the duration of the event.
3. Consider the annual inclusion of the Canberra Symphony Orchestra event in the long term financial plan.

7. INFORMATION REPORTS

S.1 Queanbeyan Reserves Reserve Trust Management Committee Meeting 2 February 2017

PLA012/17

RESOLVED (Overall)

That the report be received for information.

Site Inspection - DA Modification 201-2015/A - 13 Myrtle Close,

PLA013/17

RESOLVED (Overall)

That the report be received for information.

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

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

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

PRESENTATIONS

No presentations were made.

PLA014/17

RESOLVED (Overall)

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 S.2 Request for Acquisition of Property

Item S.1 is confidential in accordance with s10(A) (c) 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) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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

The meeting returned to Open Sessions by virtue of Resolution No. PLA016/17 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, Mr Overall then read out the decisions of Council made in Closed Session.

S.2 Request for Acquisition of Property

The Administrator resolved:

1. That the report be received and noted;
2. That the Council agree to the proposal to sell an area of 445 m2 at 155A Crawford Street Queanbeyan to the adjoining property owner and authorise the General Manager to negotiate a sale price guided by Council's valuation with any costs associated with the land acquisition be met by the purchaser;
3. That a Deed of Agreement be executed for the sale subject to the adjoining property owner obtaining the required Development Approval for the combined site.

At this stage in the proceedings, the time being 7.05pm Mr Overall announced that the Agenda for the meeting had now been completed and declared the meeting closed.

**TIM OVERALL
ADMINISTRATOR
CHAIRPERSON**

ITEM 2 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 the Administrator disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

MAYORAL MINUTES

9.1 Crown and Private Roads Review (Ref: C1714912; Author: Overall/Tegart)

Summary

I have received several requests from property owners seeking Council to maintain private or crown roads, or to convert those roads into public roads. In some cases, the properties have legal and practical access via crown or private roads, but are in poor condition, while in other cases the access is impractical or illegal.

The former councils had differing policy approaches to dealing with such requests. It is appropriate to review and harmonise the new council policy position.

Recommendation

That Council conduct workshops and prepare a report to consider and develop an appropriate policy to address requests of Council to convert crown or private roads into public roads, or to maintain such roads.

Background

Roads policies were originally adopted by the former Yarrowlumla and Tallaganda Councils then ratified by Palerang around 2005 and again in recent years.

The current policy determines road grading frequencies based on traffic counts and the minimum requirements for a road to effectively enter into a maintenance regime:

- the road must be at least 4 metres wide and properly formed (constructed);
- the road must be entirely within a Crown or Council public road reserve;
- the road must serve at least 2 established and occupied residences.

Other considerations may include accepting a road as public, provided that the residents serviced by a road satisfied the above conditions including development consent, meeting associated costs and providing the land for the road reserve free of charge to Council.

Council has only recently received the independent asset reports from GHD which has signalled the asset backlog, annual roads maintenance and renewal requirements and the subsequent impacts on the budget and financial plan.

Conclusion

An examination of issues, options, risks and financial impacts should be undertaken through workshops, prior to any revision of current policy.

Attachments

Nil

DETERMINATION REPORTS

- 12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets, Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564; Author: Thompson/Coe)**
-

Summary***Reason for Referral to Council***

This application has been referred to Council as more than six written submissions were received.

Proposal:	Seniors Independent Living comprising 40 x 2 bedroom dwellings and on site community building in single storey construction and 40 lot Community Title subdivision.
Applicant/Owner:	J.Swartz / Aland Pty Ltd
Subject Property:	65 Forster Street and 104 Butmaroo Street, Bungendore, being Lots 1,2,3,7,8 and 9 Section 8 DP 976608
Zoning and Permissibility:	R2 Low Density Residential under Palerang Local Environmental Plan 2014
Public Submissions:	Twelve (12) written submissions
Issues Discussed:	Planning Requirements Bushfire Contamination Seniors Living SEPP Written Submissions
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

Recommendation

- 1. That approval be granted to a variation to Part C2.2.2 Setbacks of the Palerang Development Control Plan 2015 to allow the street setbacks specified below for the development, for the reasons stated:**

Setbacks

- Dwellings 10-20 are setback to Forster Street 2.67m, with dwellings 6 & 32 being setback 1.59m.
 - Building setbacks of 1.3m for dwellings 1 & 6 are provided to Butmaroo and Majara Streets.
 - The primary dwelling frontages face the private internal roads with garages setback 5.5m and 6.71m.
-

- 12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets, Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564; Author: Thompson/Coe) (Continued)
-

Reasons for Permitting Variation

- i. The development is for seniors living and not dwelling houses. Technically the dwelling house setbacks under the PDCP do not apply. However, the development is designed to achieve rear and side boundary setbacks under the PDCP. These setbacks provided are more than specified under the PDCP.
 - ii. The design creates a sense of community for the development with an attractive palisade steel and brick column fence proposed to complement the streetscape and avoid rear solid fences being erected along the street frontages
 - iii. Landscaping works will be provided along the street frontages to enhance the streetscape. The development design utilises Forster, Majara and Butmaroo Streets as the rear boundaries hence the reduced setbacks.
 - iv. Table 13 of the PDCP 2014 specifies in R2 zone for dwelling houses a 0.9m setback where the building is less than 3.6m high otherwise the setback is 3m.
 - v. The proposed dwellings are less than 3.6m in height (height defined under Seniors Living SEPP). If the Streets are treated as the rear setback for the dwelling houses the proposed setbacks are adequate under the PDCP.
 - vi. Should Council require setbacks of 7m to Forster Street frontage and 3m to the side streets of Butmaroo and Majara Streets the development would need to be redesigned.
2. That approval be granted to a variation to Part C30.2 Gates and Fencing of the Palerang Development Control Plan 2015 to allow a brick column and steel palisade style fencing height of 2.1m along Forster, Majara and Butmaroo Streets for the following reasons:
- i. The applicant requests in their design that the street frontages be treated as the rear and side boundaries. As a consequence the development is designed so that dwellings face each other internally to encourage a sense of community. The proposed fence heights are suitable given that the development is designed with the street frontages as rear and side boundaries.
 - ii. The design creates a sense of community for the development with the dwellings facing inwards to the private road).
 - iii. An attractive palisade steel and brick column fence is proposed to complement the streetscape and avoid rear solid fences being erected along the street frontages.
 - iv. Landscaping works will be provided along the street frontages to enhance the streetscape.
3. That development application DA.2016.206 for seniors independent living development comprising 40 x 2 bedroom dwellings and community building in single storey construction and 40 lot Community Title subdivision located at 65 Forster Street and 104 Butmaroo Street, Bungendore, being Lots 1,2,3,7,8 and 9 Section 8 DP 976608 be granted conditional approval.

12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets, Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564; Author: Thompson/Coe) (Continued)

4. That those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.
-

Background

History of the site

The site was previously used by Koppers as a wood treatment facility utilising Chromated Copper Arsenate (CCA) solution as a wood preservative.

The site was purchased by the current owner in 1982 and has remained vacant since that time.

Proposed Development

The development application is for:

- Seniors independent living development comprising 40 x 2 bedroom dwellings and community building in single storey construction and 40 lot Community Title subdivision.
- The proposed lot sizes vary from 200m² to 301m². Each lot will contain a dwelling house.
- Dwellings are designed with internal frontage to foster a community.
- A community building is proposed of 130.1m² floor area and contains a kitchen and toilets including disabled toilets. It is centrally located.
- 14 car spaces are provided for visitor parking including 2 disability spaces.
- 18 dwellings will be provided with a single garage and 22 dwellings will have a double garage.
- A mini bus bay is located in front of the community building.
- The mini bus is intended to commute residents to Bungendore and Queanbeyan.
- The internal roads vary in pavement width from 5m to 5.5m.
- Dwellings will comprise a mixture of materials - concrete tiles, corrugated steel roofing and brick veneer cladding.
- Roof pitches are 22 degrees.
- 2 vehicle access points are proposed off Forster Street.
- A 5m wide landscape strip is proposed along the southern boundary for visual and acoustic mitigation measures from the adjoining industrial area. The applicants advise they hope to extend the seniors living over this industrial land in the future. This would require a Planning Proposal to do so. The internal road system is designed for future road connection.
- Garbage collection is proposed on the adjoining road system.

Subject Property

The site is located on the south eastern fringe of the Bungendore township and has three street frontages (Forster, Butmaroo and Majara Streets)

The site is shown hatched in Figure 1 below:

12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets, Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564; Author: Thompson/Coe) (Continued)



Figure 1 – Development site shown hatched

The site area contains an area of 1.51ha. It has a frontage of 250m to Forster Street and a 60m frontage to Majara and Butmaroo Streets which are not sealed. Forster Street is bitumen sealed but has no kerb and guttering.

The site is generally flat with a slight slope to the west. The land is vacant with no buildings.

Vegetation is limited. A small cluster of trees is located on the corner of Butmaroo and Forster Streets. Emergent vegetation occurs across the site with no maturity. The site is otherwise grassed.

To the south is vacant land in the same ownership. Further to the south is industrial land and new residential subdivisions.

To the east is the Goulburn- Bombala Railway Line connecting Sydney to Canberra. To the north and north-west are residential land uses comprising generally detached dwellings. To the west is residential land and open space corridor. South west is industrial land.

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*.

12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets, Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564; Author: Thompson/Coe) (Continued)

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

1. State Environmental Planning Policies:
 - a. State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004
 - b. State Environmental Planning Policy No 55 – Remediation of Land
 - c. State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004
 - d. State Environmental Planning Policy (Infrastructure) 2007
2. Palerang Local Environmental Plan 2014(PLEP).
3. Palerang Development Control Plan 2015 (PDCP)

The development generally satisfies the requirements and achieves the objectives of these planning instruments. The significant issues relating to the proposal for Council's consideration are:

- Written public submissions
- Bush fire prone land
- Contamination

Comment on the public submissions is made below. Both the bushfire and contamination issues have been considered in the Section 79C report attached. Appropriate conditions of consent will apply should approval be granted.

(a) Compliance with State Environmental Planning Policies

The development application complies with the SEPPs that are applicable to the development. For an assessment of the SEPPs see attached Section 79C (1) Table- Matters for Consideration.

(b) Compliance with PLEP

The development application complies with the Palerang Local Environmental Plan 2014 (PLEP). For a detailed assessment of the PLEP 2014 see attached *Section 79C (1) Table- Matters for Consideration*.

(c) Compliance with PDCP

The development application generally complies with the Palerang DCP 2015. For an assessment of the Palerang Development Control Plan 2015 see attached *Section 79C (1) Table – Matters for Consideration*.

**12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets,
Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564;
Author: Thompson/Coe) (Continued)**

(d) Other Matters

It is considered the site location, the design, scale and bulk of the development will not adversely affect the natural and built environments and that social and economic impacts will be acceptable for the locality and wider community. The site is vacant and zoned residential and its development is to be expected.

Bushfire and land contamination issues have been appropriately addressed in the attached Section 79C report.

(i) Building Surveyor's Comments

An initial assessment of the development demonstrates that the proposal can comply with the Building Code of Australia, and the design incorporates suitable open space and the ability for deep plantings on site, as well as adequate natural light to each of the dwellings within the proposal. The design has incorporated measures to ensure the requirements of the Seniors Living SEPP have been complied with.

(ii) Development Engineer's Comments

An assessment of the proposal has been undertaken, and it is considered that subject to the recommended conditions of consent being imposed, the development will comply with the standards as set out in the Palerang Development Control Plan 2015.

(iii) Environmental Health Comments

The site is contaminated from its previous industrial use as a timber preserving business. Both arsenic and heavy metals have been detected in soils at levels which exceed human health criteria and/or ecological investigation levels. Levels of contaminants in groundwater from the site were determined to be consistent with general background levels. The soil contamination means the land will need to be remediated prior to any construction work taking place.

SEPP 55 requires that Council must consider whether the land subject to the development is contaminated and if so, whether it is capable of being remediated to a level that would allow the development to proceed. As such the applicant has submitted a remediation action plan (RAP). The RAP specifies that the contaminated soil will need to be removed from the site and taken to a licensed landfill facility capable of accepting contaminated waste.

Once the contaminated soil has been removed further testing needs to be carried out to validate that the site is free from contamination and suitable for its proposed residential landuse.

Due to the level and nature of the contaminants Council will be requiring that an independent Site Auditor be appointed to provide a Site Audit Statement confirming the site has been remediated to allow residential use.

If approved the application will be conditioned to ensure the above steps take place.

Financial Implications

There will be no financial implications to Council because of this development. Upgrading of Council's infrastructure to serve the development will be at the applicants cost. Section 94 and S64 contributions are payable and will be levied against the development.

**12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets,
Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564;
Author: Thompson/Coe) (Continued)**

Engagement

The proposal required notification as Advertised Local Development. The exhibition period being from 23 November – 6 December 2016. Submissions were received until 6 January 2016. Twelve (12) written submissions were received. One submission was in support of the proposal. The remaining submissions raised the following relevant issues:

Issue: The development and density is not in character with surrounding residential housing. The “gated community” is not necessary as crime rates are low.

Comment: The development whilst of a higher lot density than surrounding residential lots is a permissible development under the Seniors Living SEPP. The development itself is of modern contemporary design and will have an acceptable impact within this locality as it is of single storey construction and modest bulk and scale. It is intended the site be fully enclosed with fencing and gates at the vehicle entries. These security measures are not out of keeping with the existing local residential character and amenity. It is normal practice to fence residential properties.

Issue: The development and continuous fencing is not in character with the existing streetscape.

Comment: The fencing to the surrounding streets will comprise 2.1m high palisade fences comprising see through steel and feature brick columns. With complementary landscaping works the impact of this fencing would be suitable in this residential locality.

Issue: More landscaping required along the fence line

Comment: More landscaping along the fence lines is agreed and can be conditioned.

Issue: The public should be fully informed of contamination on the site. The remediation works should be independently assessed.

Comment: The contamination report submitted with the application was made available during public exhibition of the DA. The results of the remediation works and validation reporting can also be available for viewing by the public on request. A Site Auditor will be required to be appointed and they will provide an independent assessment of the remediation works undertaken at the site.

Issue: Traffic impacts have not been fully considered. Traffic along Majara Street will continue to increase. There will be dust problems from Majara Road.

Comment: The recommended conditions of consent require Forster St, Majara St and Butmaroo St to all be constructed to a sealed road with kerb and gutter along the width of the development. It is considered that this is appropriate for the type of development proposed.

Issue: Consideration needs to be given to whether the junction of Butmaroo and Malbon Street is suitable for increased traffic. A traffic study is required for vehicle and pedestrian movements. Access would have been more appropriate from the adjoining streets Majara and Butmaroo Streets.

Comment: An assessment of the road network was undertaken as part of the consideration of the engineering issues for this development. It is considered that the existing road network, subject to compliance with the recommended conditions of consent, will be suitable for the proposed development and the increase in traffic on the local road network.

12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets, Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564; Author: Thompson/Coe) (Continued)

Issue: The additional 40 households will place further demands on local services and facilities.

Comment: When the Palerang Local Environmental Plan 2014 was prepared consultation was made with appropriate government authorities and community groups regarding the provision of services and facilities having regard to existing and proposed residential zonings. Council's Section 94 and Developer Servicing Plans provide for increased demands from population changes. Government authorities will respond to population changes and demands where warranted. Facilities and services are available in the township and surrounding larger towns.

Issue: Loss of local residential amenity from increased density particularly along Forster Street. Negative impact on the character of Forster Street.

Comment: The development is of modern contemporary design in keeping with other newly residential developed estates in Bungendore. The impact on Forster Street will be appropriate with additional landscape works and erection of decorative fencing. The scale, height and bulk of the development is appropriate for the development of this vacant residential land and will not conflict with the local existing residential amenity and character. The local adjoining roads will be upgraded with any approval of the development.

Issue: We recommend extensive tree planting along Forster Street to soften the views from existing residents. The internal visitor carpark should be converted to greenspace. The carpark should not be viewed from Forster Street.

Comment: Additional landscaping is agreed and can be conditioned. The on-site visitor carpark is necessary to accommodate visitors to ensure they do not park on the adjoining roads.

Issue: Request for extension of time to 30 January 2017 to examine the application.

Comment: The application was advertised on 23 November 2016 for a period of 14 days. Some residents requested an extension of time to lodge submissions and an extension was granted until 6 January 2017. A further extension until 30 January 2017 was requested but was not granted. The six weeks provided for submissions more than meets statutory and policy requirements.

Compliance or Policy Implications

The application has been assessed in accordance with the requirements with the Environmental Planning and Assessment Act 1979, related Acts, Regulations and Council policies. Refer to Section 79C Attachment.

Conclusion

The proposal has been assessed under Section 79C *Environmental Planning & Assessment Act* 1979 including the relevant provisions of *Palerang Local Environment Plan 2014* and *Palerang Development Control Plan 2015*, and the *Seniors Living SEPP*.

The development satisfies the requirements and achieves the objectives of these instruments.

**12.1 Development Application 2016.206 - 65 Forster and 104 Butmaroo Streets,
Bungendore - Seniors Living for 40 Community Title Dwellings (Ref: C1719564;
Author: Thompson/Coe) (Continued)**

The public submissions received have been considered. The concerns raised have been addressed or conditions can be imposed to mitigate any concerns. The issues raised do not warrant rejection of the application.

The proposed development is considered suitable for the site, is compatible with the neighbourhood and can be conditioned to mitigate any potential impacts.

Attachments

- | | |
|--------------|------------------------------------------------------------------------------------------------------------------------------------|
| Attachment 1 | 22 February 2017 - DA 2016 206 - Section 79C(1) Table - Seniors Housing - 65 Forster Street (<i>Under Separate Cover</i>) |
| Attachment 2 | 22 February 2017 - DA 2016.206 - Plans - Seniors Housing - 65 Forster Street (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 3 | 22 February 2017 - DA 2016.206 - - Submissions - Seniors Housing - 65 Forster Street (<i>Under Separate Cover</i>) |
| Attachment 4 | 22 February 2017 - DA 2016.206 - Draft Conditions - Seniors Housing - 65 Forster Street (<i>Under Separate Cover</i>) |

DETERMINATION REPORTS

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell)

Summary

The Rural Lands Study Committee met for the last time on 18 August 2016 to consider the submissions from the exhibition of the draft Rural Lands Strategy (for the former Palerang) and the revised native vegetation geographic information systems (GIS) layer. The submissions and a revised draft Rural Lands Strategy are the subject of this report.

The report recommends that Council adopt the revised draft Rural Lands Strategy. Following the finalisation of the Strategy, the requests for the rezoning of land and the ability to erect a dwelling in rural areas will be considered and a further report prepared for Council. This report also notes that there were no submissions on the revised native vegetation GIS layer. It is not considered necessary for Council to adopt this GIS layer.

Recommendation**1. That Council adopt the following recommendations from the report to the Rural Lands Study Committee meeting held on 18 August 2016:**

- a. A review of the zoning of land, minimum lot size and possible rural residential infill areas be part of the development of a new comprehensive local environmental plan for the Queanbeyan-Palerang Regional Council.
- b. Dot point eight under 5.3 to state “land that is class 3 agricultural land should have a minimum lot size equal to or greater than 16 hectares.”
- c. Dot point 7 under section 5.4 be amended to state “agricultural/education/cultural tourism land uses (that do not conflict with agricultural activities).”
- d. Action 8C3 be amended to the following:
“Possible development trade-offs. For example, a planning proposal may be supported that would allow cluster development in a well serviced part of a property and the other parts of the property would protect natural resources.”
- e. The request for the rezoning of Lots 53, 54, 55 and 56 DP 774754 from RU1 Primary Production to E4 Environmental Living be considered in the next stage of the Rural Lands Study - the consideration of rezoning and requests for the erection of a dwelling on a lot using the criteria in the draft Rural Lands Strategy (p38).
- f. The minimum lot size and lot ‘averaging’ in RU1 Primary Production be considered as a subproject in the preparation of the new comprehensive local environmental plan.
- g. A dot point “lots which would contain structures are not on a visually prominent ridge” be added to land use categories 5.1, 5.3, 5.4 and 5.5.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

- h. The word 'genuine' be removed from Strategy 1C of the draft Rural Lands Strategy.
 - i. The land use categories used in the draft Rural Lands Strategy be changed from:
 - i. 5.2 Rural Residential to Rural Living
 - ii. 5.3 Rural Living to Small Lot Agriculture
 - j. The revised draft Rural Lands Strategy at Attachment 2 to this report be adopted by Council.
 - k. Council proceeds with replacing the current Palerang Local Environmental Plan 2014 Terrestrial Biodiversity map with the revised native vegetation GIS layer as part of the development of the new comprehensive local environmental plan once a criterion for the level of data to be included has been determined.
 - l. The revised GIS layer and associated report Native Vegetation of the Palerang Local Government Area, November 2015 and GIS data be made available for viewing on Council's website.
 - 2. That land zoned E4 Environmental Living under the Palerang Local Environmental Plan 2014 be considered in terms of its fit for purpose and that this be part of the preparation of a new comprehensive local environmental plan for the Queanbeyan-Palerang Regional Council.
 - 3. That Council note the advice of NSW Department of Planning and Environment on considering lands fit for purpose in land use rezoning decisions.
 - 4. That the Minutes of the Rural Lands Study Committee held on 18 August 2016 as per Attachment 6 of this report be noted.
 - 5. That the members of the Rural Lands Study Committee be thanked for their input.
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Background***Rural Lands Study***

In preparing the draft *Palerang Local Environmental Plan 2014*, requests for the rezoning of land and the ability to erect a dwelling in rural areas were deferred to be part of a rural lands study. The provisions relating to the 'averaging' of lots in rural subdivisions, the minimum lot size for subdivision and the erection of dwellings in rural areas were also to be considered in the study.

In 2014, the former Palerang Council commenced the Palerang Rural Lands Study. The aim of the Rural Lands Study is to develop a 20-year strategic direction for rural, rural residential and environmental land in the former Palerang local government area. When completed, the Study will allow Council to review development control guidelines, contributions plans and asset plans and to have a co-ordinated approach to future local environmental plan amendments.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

The Rural Lands Study objectives are:

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

The products of the Rural Lands Study are:

- Rural Lands Study Report (bringing together qualitative and quantitative data), exhibited from 15 June 2015 to 20 July 2015.
- Rural Lands Strategy (the subject of this report).
- A revised native vegetation GIS layer (the subject of this report), exhibited from 23 May 2016 to 29 July 2016.
- An Economic Profile (completed and available to the public).
- Stage 1 of an Aboriginal cultural heritage map (completed but not available for public viewing due to the sensitivity of the map data).

The former Palerang Council established a Rural Lands Study Committee to assist with the project. The Committee consisted of all Palerang Councillors, the Director of Planning and Environmental Services, the Strategic Planning Co-ordinator and representatives from NSW Primary Industries and the NSW Department of Planning and Environment. Committee meetings were held throughout the two-year project to discuss data, community consultation, government policy, draft documents and to develop the principles, strategies and actions in the draft Strategy. Council engaged a planning consultant (Garret Barry Planning Services Pty Ltd) to prepare the Rural Lands Report. The Discussion Paper accompanying the draft Strategy was also prepared by Mr Barry.

The Rural Lands Study committee met for the last time on 18 August 2016 to consider the submissions from the exhibition of the draft Rural Lands Strategy (there were none for the revised native vegetation layer). The submissions and a revised draft Strategy are the subject of this report. The report recommends that Council adopts the final Strategy. Following the finalisation of the Strategy, the requests for the rezoning of land and the ability to erect a dwelling in rural areas will be considered and a report prepared for Council.

This report provides details of the exhibition of the draft Rural Lands Strategy and the revised native vegetation GIS layer, submissions and recommendations. A revised draft Rural Lands Strategy is included in the attachments (Attachment 2). Amendments to the draft Strategy are shown in yellow. Deletions have not been shown.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

Draft Rural Lands Strategy 2016-2036**1. *Exhibition***

The draft *Rural Lands Strategy 2016-2036* and the accompanying document, *Rural Living in Palerang, A Discussion Paper to Guide the Palerang Council Rural Strategy April 2016* were exhibited from Wednesday 4 May 2016 to Friday 1 July 2016. Both documents and others associated with the Rural Lands Study were available in hard copy from Council's Braidwood and Bungendore offices or could be downloaded from Council's website. Documents prepared as part of the Rural Lands Study project were also available on Council's website. These included the Rural Lands Study Report and the report on commercial agriculture in the former Palerang local government area. Submissions were required to be in writing to Council. The redacted submissions are attached (Attachment 3).

2. *Submissions*

The principal issues raised in submissions and discussed by the Committee included the following:

i. Requests to rezone land zoned E4 Environmental Living under the Palerang Local Environmental Plan 2014

Thirty-seven submissions were received concerning the zoning of land E4 Environmental Living. The majority of these submissions are seeking the rezoning of the locality of Bywong.

Staff Comment – Pages 43-48 of the Discussion Paper discuss the zoning of land E4 Environmental Living and RU4 Primary Production Small Lots. It states "...our recommendation is that Council adopt RU4 as a further zone for rural residential supply where the land has qualities to enable small lot farming" (p43).

The following comment on the Department of Planning's website (9 August 2016) should be noted: "The Far North Coast E Zone recommendations will initially apply to land in the Ballina, Byron, Kyogle, Lismore and Tweed local government areas. The Department will be seeking comment in the near future on how the recommendations can work for environmental zoning across other council areas throughout the State." (<http://www.planning.nsw.gov.au/en/Policy-and-Legislation/Environment-and-Heritage/Environmental-Zones>). However, recent advice from the Department is that it is yet to apply these to other areas of the State. At the same time the Department is encouraging councils to look at the primary use of land or its "fit for purpose" in their land use rezoning decisions.

If applied to E4 zones this would essentially require examination of the environmental attributes of the land as well as its primary use. Some work in relation to the environmental values of the E4 zones in Bywong/Wamboin has been done as part of the Discussion Paper and this and additional work will be undertaken and would become part of a new comprehensive local environmental plan for the Queanbeyan-Palerang Regional Council.

The NSW state government requires that amalgamated councils "harmonise comprehensive local environmental plans" (NSW Department of Planning, Guidance for merged councils on planning functions, p21). This will require the preparation of a new comprehensive local environmental plan which brings together the existing local environmental plans into one.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

Council has adopted a timeframe and process for this work (28 September 2016). As there are numerous areas zoned E4 Environmental Living in the *Palerang Local Environmental Plan 2014* and in the *Queanbeyan Local Environmental Plan 2012* and most of these areas were previously zoned 1(d) Rural Residential under the *Yarrowlumla LEP 2002*, it is appropriate to consider these E4 areas as part of the comprehensive plan process.

Additionally, the state government is implementing significant changes to the biodiversity legislation and provisions relating to the clearing of native vegetation should be a consideration in determining a rural or an environmental land use zone.

The requirements and implications of the new legislation should be clearer in 2017. It is suggested that these comments align with 4D1 in the draft Strategy "The current state review of use of environmental zones will continue to be monitored."

Recommendation - that land zoned E4 Environmental Living under the Palerang Local Environmental Plan 2014 be considered in terms of its fit for purpose and that this be part of the preparation of a new comprehensive local environmental plan for the Queanbeyan-Palerang Regional Council.

- ii. *Submission No.8 - Request to zone the land R5, reduce the minimum lot size and to allow infill in Carwoola and comment that the maps are not available on Council's website*

Staff Comment - The Palerang Local Environmental Plan 2014 maps are available on the NSW legislation website. There is a link to this on the former Palerang Council's website via the Queanbeyan-Palerang Council website. As stated above, Council will prepare a comprehensive local environmental plan for the new local government area and the preparation of this plan will include consideration of land use zones and minimum lot sizes.

Recommendation - that a review of the zoning of land, minimum lot size and possible rural residential infill areas be part of the development of a new comprehensive local environmental plan for the Queanbeyan-Palerang Regional Council.

- iii. *Submission No.28, NSW Department of Primary Industries*

The Department has made the following comments:

"Section 5.3, page 20, dot point 8 states:

Land that is class 3 agricultural land should have a lot size larger than rural residential minimum lot size in most cases unless the land is highly productive for intensive use (e.g. lot sizes over 16ha)

This sentence implies that land that is highly productive for intensive use can have lot sizes lower than rural residential minimum lot sizes. There are two concerns with that proposal which are:

- There is a risk that the highly productive rural living land may be used for rural residential purposes, being smaller in size i.e. 16ha is suggested. Intensive agricultural land uses cannot be guaranteed to be established rather than rural residential purposes.
- Intensive land uses often need larger land sizes in order to manage impacts associated with dust generation, noise, odour etc. i.e. poultry farms."

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

Staff comment – It is suggested that point eight was intended to state that land with a class 3 agricultural classification be a minimum of 16 hectares. It is recommended that dot point eight under 5.3 state “land that is class 3 agricultural land should have a minimum lot size equal to or greater than 16 hectares.”

Recommendation - that dot point eight under 5.3 state “land that is class 3 agricultural land should have a minimum lot size equal to or greater than 16 hectares.”

Further comment from the Department:

“Section 5.4, Page 20 to 21, dot point 7 -

Includes “non-agricultural land uses” (that do not involve large traffic volumes) in the Rural zone. Traffic volumes have been included as a factor to be considered in their development in Rural Zones. However, other land use conflict issues such as impacts on surrounding farming management practices should also be considered i.e. a tourism development in a RU1 zone should not restrict farmers from undertaking routine agricultural activities such as weaning, dipping, spraying, ploughing etc. All of those activities have the potential to impact on tourism style developments if relevant buffer distances between the proposed tourism activity and agricultural land use is not set and managed. The standard distances to boundaries for tourism style development for instance may not be adequate to prevent such conflicts in a rural zone.”

Staff comment - It is recommended that dot point 7 is amended to state “agricultural/education/cultural tourism land uses (that do not conflict with agricultural activities)”

Recommendation - that dot point 7 under section 5.4 be amended to state “agricultural/education/cultural tourism land uses (that do not conflict with agricultural activities)”

A further comment from the Department:

“Action 8C3, page 36 States “Possible development trade-offs. For example, a planning proposal may be supported to allow development in a well serviced part of a property.” It is unclear what the ‘trade off’ referred to actually is as A trade off infers giving and taking. The example given refers only to taking.”

Staff comment - It is suggested that a trade-off might involve the support of a planning proposal for cluster development if the development would occur in a well serviced part of the property and the other parts of the property would protect natural resources.

Recommendation - that Action 8C3 be amended to the following:

“Possible development trade-offs. For example, a planning proposal may be supported that would allow cluster development in a well serviced part of a property and the other parts of the property would protect natural resources.”

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

- iv. *Submission No. 42, NSW Department of Industry, Resources and Energy, Geological Survey of New South Wales (GSNSW)*

Comments in the submission include:

"GSNSW welcome the opportunity for further discussions with Council regarding MRA data updates and use in local planning instruments, publicly accessible geographical information system (GIS) portals and agency consultation under S117d1.3. GSNSW understands the MRA spatial data is uploaded and readily accessible on Council's GIS system for use by internal officers."

"The Report and Strategy identifies the trend towards rural lifestyle properties. As such there is greater potential for land use conflict in areas with an intensification of smaller rural residential/lifestyle farms than areas of broad scale agriculture. Action 4F1 to protect broadacre commercial agriculture by minimise rezoning of rural living where property sizes are over 80ha may also reduce potential land use conflict between rural living and current or future extractive industries or mines and is consistent with GSNSW preference for retention of RU1 zones and larger minimum lot sizes. GSNSW note under the provisions of the Mining SEPP, mining, petroleum production and extractive industries are permissible with consent where agriculture and industry are permitted."

"The Draft Palerang Rural Lands Strategy has suitably addressed mineral resources in regards to the principles and instruments of resource protection planning, as well as preventing potential land use conflicts with rural residential development through strategic planning."

- v. *Submission No. 1, request to zone land (Lots 53, 54, 55 and 56 DP 774754) from RU1 Primary Production to E4 Environmental Living*

Staff comment - This submission was considered in the report to the extraordinary Council meeting of 17 October 2014. The report stated:

"The author of the submission has requested that Lots 53, 54, 55 and 56 DP 774754 be zoned E4 Environmental Living. The submission states that a precedent has been set as surrounding lots are zoned E4 Environmental Living. The largest lot is adjacent to the Federal Highway.

Recommended that the request for the rezoning of Lots 53, 54, 55 and 56 DP 774754 be considered as part of the rural lands study" (p184).

This recommendation was adopted by Council. It is recommended that this request is considered in the next stage of the Rural Lands Study.

Recommendation - that the request for the rezoning of Lots 53, 54, 55 and 56 DP 774754 from RU1 Primary Production to E4 Environmental Living be considered in the next stage of the Rural Lands Study - the consideration of rezoning and requests for the erection of a dwelling on a lot using the criteria in the draft Rural Lands Strategy (p38).

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

vi. Minimum lot size and lot 'averaging' in RU1 Primary Production

Action 1C1 and 4B4 of the draft Strategy states "Review community feedback on the range of options for lot sizes in the broadacre areas as presented in the Discussion Paper. Prepare a planning proposal if Council considers a change in provisions is warranted."

Action 8C2 also states "Possibly review lot sizes and lot 'averaging' subdivision provisions."

Both the Rural Lands Study Report and subsequent Discussion Paper have devoted considerable space to discussion on the minimum lot size and 'averaging' of land in the RU1 land use zone. Submissions No. 36, 38, 41 and 43 all provide comment on this matter.

Staff comment - It is recommended that these submissions be considered as a subproject in the preparation of the new comprehensive local environmental plan as any departure from the current local environmental plan provisions is a significant policy decision.

Recommendation - that the minimum lot size and lot 'averaging' in RU1 Primary Production be considered as a subproject in the preparation of the new comprehensive local environmental plan.

vii. Submission No. 39, Climate change, visual amenity, categories of land use, broad scale agriculture and boutique agriculture

This submission states that its author does not agree with the proposition that significant effects from climate change are not already being felt and that major impacts are "mostly beyond the 2035 horizon of this Study".

Staff comment - The information in this section is based on government literature and consequently as Council does not have detailed climate data and suitably qualified staff to interpret it, it is difficult to comment on the statement in the submission. It is suggested that the comment should be noted but no change be required.

The submission also states "Council has a responsibility to consider the direct relationship between commuting and Palerang's hefty carbon footprint."

Staff comment - The draft Strategy states "Council can support reduction strategies and community education in relation to reducing greenhouse gases." It is suggested that this statement does not remove some responsibility from Council. It is also suggested that no change be required.

The submission states it supports the mention of 'visual impact' in relation to category 5.2 but feels that it should be in the other categories. It is recommended that the draft Strategy is amended to have 'visual impact' considered in the other categories.

Recommendation - that a dot point "lots which would contain structures are not on a visually prominent ridge" be added to land use categories 5.1, 5.3, 5.4 and 5.5.

Additionally, the submission states that 6.1 is generally supported however, clarification is sought regarding genuine" current subdivision potential under the PLEP."

Staff comment - that the word 'genuine' be removed from the draft Strategy.

Recommendation - That the word 'genuine' be removed from Strategy 1C of the draft Rural Lands Strategy.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

The submission supports 6.2 Principle No.2 - Support boutique agriculture and 6.4 - Provide a range of options for people to live in a rural environment. Lastly, the submission comments in relation to the criteria for dwelling and rezoning requests "...does the proposal add benefit to the Palerang LGA i.e. not just a commuter satellite for Canberra? To earn Council's approval, this very pertinent question needs to be addressed positively in relation to *any proposal land development in Palerang*. That would indeed be progress."

Staff comment - It is suggested that the comment be noted but no change be required.

viii. Submission No. 40, Climate change and rural residential land use

The submission comments on the negative impact of rural residential development on land and that the Strategy does not recognise the major impact on carbon emissions in relation to rural residential development. The submission states "From a climate-change perspective, it is completely wrong-headed to encourage more and more commuting.

"If Council is serious about protecting rural land then it can easily do so by improving commercial farm viability. All we need is a greater differential between the rural and rural residential land rates, the former a tad lower and the later a little higher. This is perfectly equitable as most rural residential dwellers have a higher income than farmers and in any case it is the commuters who require Council's huge investment in roadworks to get to work each day."

Staff comment - It is suggested that the comment be noted and that no change be made.

ix. Submission No. 41, Principles 4 and 5

The submission supports Principle No.5 in relation to improving employment opportunities in the Braidwood area, improved communications and extractive industries and mining.

Staff comment - It is suggested that no change be required.

x. Submission No.43, Protection of sensitive land

The submission comments on the objectives (2.4.2 of the draft Strategy) protection of non-urban lands and asks how this marries with the objective "the expansion of rural living options to attract new arrivals to the Palerang LGA and expand the population and economic base."

Staff comment - It is suggested that there are adequate strategies and actions which provide a balance in managing the environment (in a broader sense) and that no change be required.

xi. Submission No.37, request for rezoning

This submission concerns the rezoning of Lot 1 DP 378941 and Lot 1 DP 48576 on Wirreanda Road, Wamboin and was submitted during the exhibition of the Rural Lands Study Report. It is on the list for consideration of rezoning and dwelling requests or the next stage of the Rural Lands Study.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

xii. Submission No. 47, Wind farms

The submission states "The Draft Palerang Rural Lands Study omits any mention of wind farms and their adverse impact on many of the other elements import to that strategy including destruction of visual values, deterrence of rural living and rural residential development, and damaging effects on local economic growth, the economic provision of infrastructure and services in areas affected by wind farms, community development, and agriculture through the emergence of absentee landlords hosting wind turbines. ...The QPRC needs to (1) Zone land in areas suitable for rural living and rural residential use such that, so far as council is concerned, those areas are prohibited for wind farms. (2) Make clear in its strategies that while wind farm approvals ultimately rest with the State Government, the QPRC will vigorously fight any attempt to establish wind farms in such areas. (3) Actively lobby the State Government to recognise such arrangements and indicate to prospective wind farm developers that the Government to recognise such arrangements and indicate to prospective wind farm developers that the Government will not look kindly on wind farm proposals for such areas."

Staff comment - It is noted that the former Palerang Council adopted a policy of generally supporting wind farms in rural areas and opposing them in areas close to residences or rural residential areas. The issues associated with wind farms could be considered as part of the development of the comprehensive local environmental plan. It is also noted that the NSW Department of Planning has recently exhibited the Wind Energy Planning Framework.

xiii. Land use categories

Staff comment - It is recommended that the land use categories (section 5) be amended so that there is no confusion regarding the type of land use being discussed. This particularly applies to categories 5.2 Rural Residential and 5.3 Rural Living.

Recommendation - that the land use categories used in the draft Rural Lands Strategy be changed from:

- i. **5.2 Rural Residential to Rural Living**
- ii. **5.3 Rural Living to Small Lot Agriculture**

Staff comment - The above recommendations, recognition of the amalgamation of the former Palerang and Queanbeyan City Councils and minor formatting amendments have been included in a revised draft Rural Lands Strategy. Section 8 Strategy Finalisation and Implementation has been deleted as it was only relevant to the draft Strategy.

Recommendation – that the revised draft Rural Lands Strategy at Attachment 2 to the report be adopted by Council.

Exhibition of the revised native vegetation geographic information systems (GIS) layer

1 Overview of the layer

It was recognised during the preparation of the *Palerang Local Environmental Plan 2014* that it would be necessary to prepare a revised native vegetation GIS layer for the whole of the Palerang Local Environmental Plan area as the current GIS layer consists of data in different formats, that differs in age, classification types vary and data that has been developed for different purposes which can make the use of the layer problematic.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

The revised GIS layer and an associated report have been prepared by Umwelt Australia. Both the report *Native Vegetation of the Palerang Local Government Area*, November 2015 and the data will be available on the Palerang Council website, www.palerang.nsw.gov.au. A summary of the report will also be available on Council's website.

The aim of preparing the revised native vegetation layer is:

- The development of a 'base' native vegetation layer using the biometric classification system used by the NSW government system. This means that it will be possible to easily insert NSW government native vegetation data and that there is a common language associated with the assessment and management of native vegetation
- The 'base' layer will provide a platform for improvements as funds or data becomes available to include new data as some of the native vegetation data is over ten years old and much of it has been modelled from satellite imagery with limited ground truthing. The development of the revised layer is viewed as a base layer and is the first stage in building a robust Palerang native vegetation layer. A list of potential projects to improve the layer is on page 35 of the report accompanying the layer.

The layer will be used for the following purposes:

- To update the *Palerang Local Environmental Plan 2014* (or a new comprehensive local environmental plan) Terrestrial Biodiversity map. This map identifies areas of biodiversity and is linked to clause 6.3 of the *Palerang Local Environmental Plan 2014* which requires the consideration of native vegetation where it is shown on the map. This will be undertaken as part of the preparation of the comprehensive local environmental plan.
- To identify areas of native vegetation that require additional consideration in the strategic and statutory planning processes, such as the potential rezoning of an area, the preparation of an environmental assessment for an infrastructure project or the assessment of a development application.
- To undertake 'searches' on the layer for certain types of native vegetation classifications. This may assist if an area for a biodiversity offset is being sought or where funding is being accessed to manage a particular vegetation community.

The method for the development of the revised native vegetation layer is outlined on page i of the preamble and in detail on page 14 in the *Report on the Native Vegetation of the Palerang Local Government Area*. It should be noted that the layer is composed of existing data (some of which is based on field data) and that there has been a small amount of field validation. However, given the size of the former Palerang local government area and the enormous cost of field validation, it is not possible to physically validate every part of the layer. If there are the opportunities for field validation these will be considered by Council. The report has been discussed with NSW government agency ecologists and planners and is supported.

2 *Exhibition of the layer*

The revised native vegetation GIS layer was exhibited from Monday 23 May 2016 to 29 July 2016. The layer was displayed on Council's website using the software Public Intramaps and on the touchscreens at the Braidwood and Bungendore Council offices. Hard copy maps of sections of the layer were provided when requested. There were no submissions received from the exhibition.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

The native vegetation GIS layer was able to be viewed (and will continue to be) via Council's website using the mapping software IntraMaps. The software shows roads, lots and has a search function enabling community members to locate a specific property or lot. A link to the NSW government threatened species website is provided for each lot. This does not mean that there are threatened species or ecological communities on the lot rather it is a useful resource for information on native flora and fauna.

Three information sessions were held during the exhibition period, all of which had low attendance numbers:

- Braidwood, Tuesday 7 June at the old library 6pm-7pm.
- Bungendore, Tuesday 21 June, Bungendore council chambers, 6pm-7pm.
- Queanbeyan, Tuesday 28 June, Queanbeyan council chambers, 6pm-7pm.

Council planning and environmental services staff and Office of Environment and Heritage staff were available to undertake visits to properties to discuss the layer and native vegetation on the property during the exhibition period. There were no requests for property visits, however, this offer can continue indefinitely. If it is felt that there is a need to amend the layer, this will be discussed with an ecologist from the NSW Office of Environment and Heritage. The proposed amendment(s) would be included in a Council report as part of the preparation of the comprehensive local environmental plan.

3 Finalisation of the of the layer

It is recommended that staff proceed with replacing the current *Palerang Local Environmental Plan 2014 Terrestrial Biodiversity map* with the revised native vegetation GIS layer as part of the development of the new comprehensive local environmental plan once a criterion for the level of vegetation data to be included has been determined. The criteria may include endangered ecological communities, threatened species and native vegetation that has a low level of representation in the Queanbeyan-Palerang local government area.

Recommendation - that Council proceeds with replacing the current *Palerang Local Environmental Plan 2014 Terrestrial Biodiversity map* with the revised native vegetation GIS layer as part of the development of the new comprehensive local environmental plan once a criterion for the level of data to be included has been determined.

Recommendation - that the revised GIS layer and associated report *Native Vegetation of the Palerang Local Government Area*, November 2015 and GIS data be available for viewing on Council's website.

Implications

Legal

There are no legislative requirements for Council to prepare either a Rural Lands Strategy or native vegetation GIS layer. However, both will facilitate a robust local environmental plan and underpin quality development in rural areas.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

Policy

There are no policy requirements that require the development of either the Rural Lands Strategy or native vegetation GIS layer although it is good practice to have both in place as they contribute to the facilitation of good policy and development outcomes. The NSW Department of Planning has for a long time encouraged Council's to have in place land use strategies recognising that a local environmental plan is not a land use strategy.

Environmental

The benefits of the revised native GIS layer are outlined in the report.

Sustainability

It is anticipated that both the Rural Lands Strategy and revised native vegetation GIS layer will assist in considering the sustainability of development proposals.

Economic

There are no direct economic benefits in the implementation of either the Rural Lands Strategy or the revised native vegetation GIS layer. However, there are indirect benefits such as the early identification of listed ecological communities or species as the management of these can cause delays and additional costs to development including council projects.

Strategic

The report provides the strategic context for the preparation of the Rural Lands Strategy. It also provides valuable input into the new comprehensive local environmental plan.

Engagement

The strategies for community engagement are detailed in the body of the report.

Financial

The financial aspects of the project have been finalised.

Conclusion

The draft Rural Lands Strategy and revised native vegetation GIS layer have been exhibited and discussed with the Rural Lands Study committee. This report makes recommendations on the draft Rural Lands Strategy and a revised draft of the Rural Lands Strategy has been prepared. It is recommended that the revised draft Rural Lands Strategy is adopted by Council. Once adopted, staff can consider the rezoning and dwelling entitlement requests, some of which were submitted during the preparation of the draft *Palerang Local Environmental Plan 2014*.

12.2 Rural Lands Study - Draft Strategy and Revised Native Vegetation Layer (Ref: C16188304; Author: Thompson/Carswell) (Continued)

Attachments

- Attachment 1 22 February 2017 - Draft Rural Lands Strategy as Amended December 2016 *(Under Separate Cover)*
- Attachment 2 22 February 2017 - Rural Lands Study submissions (redacted) 2016 *(Under Separate Cover)*
- Attachment 3 22 February 2017 - Rural Living In Palerang Discussion Paper *(Under Separate Cover)*
- Attachment 4 22 February 2017 - Rural Lands Study Committee Meeting Minutes March 2016, adopted at August 2016 Rural Lands Study Committee meeting *(Under Separate Cover)*
- Attachment 5 22 February 2017 - Exhibited Draft Rural Lands Strategy *(Under Separate Cover)*
- Attachment 6 22 February 2017 - Excerpt from Report to the Rural Lands Committee Meeting of 18 August 2016 *(Under Separate Cover)*
- Attachment 7 22 February 2017 - Rural Lands Study, Committee Meeting Minutes 18 August 2016 (draft) *(Under Separate Cover)*

DETERMINATION REPORTS

12.3 Investment Report - January 2017 (Ref: C1719516; Author: Abigail/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 January 2017.

Recommendation**That Council:**

1. **Note the investment income for January 2017 is \$379,542 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$3,031,635 which is \$631,943 above the year to date original budget;**
 2. **Note the investments have been made in accordance with the Local Government Act 1993, the Local Government General Regulations, and Council's proposed investment policy;**
 3. **Adopt the Investment Report for the month of January 2017.**
-

Background***Cash and Cash Equivalent Investments***

The January 2017 return of \$379,542 brought the total return on Cash and Cash Equivalent Investments for the 2016/17 Financial Year (commencing 13 May 2016) to \$3,031,635 which is \$631,943 above the year to date original budget.

The principal amount invested as at 31 January 2017 was \$146,542,761.

Council's investment portfolio's annualised monthly return of +3.03% (net actual) in January 2017 outperformed the AusBond Bank Bill Index return of +1.86%.

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.

**12.3 Investment Report - January 2017 (Ref: C1719516; Author: Abigail/Drayton)
(Continued)**

Market Update

The average 30 day BBSW rate for January 2017 was 1.62%.

The Reserve Bank of Australia (RBA) kept the official cash rate unchanged at 1.50% in its January 2017 meeting.

RBA Governor Lowe hinted that the interest rate easing cycle has finished, noting that “there is no longer an expectation of further monetary easing in other major economies”.

He stated the contraction of Q3 GDP was “largely reflecting temporary factors” and anticipated that the December quarter GDP should “return to reasonable growth”. They were cautiously optimistic that economic growth would “be around 3% over the next couple of years”.

Money markets continue to price in a small possibility of a rate cut in the short term. In contrast, a rate rise is forecast by the middle of 2018. *(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, clause 212 of the Local Government General Regulations 2005, and Queanbeyan-Palerang Regional Council's investment policy.

Sally-Jane Abigail
Executive Manager - Finance

Financial

Investment income for the 2016/17 Financial Year as at 31 January 2017 amounts to \$3,031,635. This return was \$631,943 above the year to date original budget; an increase in the budget surplus from the previous month by \$70,754 where Council was \$561,189 above the year to date original budget. Refer to Attachment 1 - Graph 1 and Table 5.

Attachments

Attachment 1 Investment Report - January 2017 - Attachment 1 - 22 February 2017 *(Under Separate Cover)*

DETERMINATION REPORTS

**12.4 Quarterly Budget Review Statement for the Quarter Ending 31st December 2016
(Ref: C1716159; Author: Abigail/Marmont)**

Summary

This report presents Queanbeyan-Palerang Regional Council's December 2016 Quarterly Budget Review Statement (QBRs) for the information of Council and the community.

This Quarterly Budget Review Statement has been prepared in consultation with all Divisions within the Queanbeyan-Palerang Regional Council. It is submitted for consideration by Council.

Recommendation**That Council -**

- 1. adopt the December 2016 Quarter Budget Review Statement and variations as outlined in this report.**
 - 2. note the predicted consolidated deficit of \$220k.**
-

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 to also 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 for the period 1 July 2016 to 31 December 2016 has moved from a deficit position of \$275k for the September Quarterly budget review to a deficit of \$220k for the December Quarterly budget review.

This result has been achieved after transferring identified merger savings of \$621k to reserves.

The financial reporting policy for the amalgamated 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.

While both former Council reports have been prepared using their respective accounting systems (scheduled to be integrated as a single system from July 2017), the income and expenditure statements below present an accurate representation of the consolidated result at the overall combined Council level, and for each of the combined funds making up the consolidated result.

**12.4 Quarterly Budget Review Statement for the Quarter Ending 31st December 2016
(Ref: C1716159; Author: Abigail/Marmont) (Continued)**

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 Rates and Annual charges income - \$1,174k (F)
 - Additional Roads and Maritime Services State Roads contract income - \$2.3m (F)
 - Reduction in Roads to Recovery Grant Income - \$1,053k (U)
 - Reduction in Financial Assistance Grant - \$107k (U)
- Operating Expense adjustments:
 - Additional Roads and Maritime Services State Roads contract expenditure - \$2.3m (U)
 - Transition Projects - \$1,256k (U)
 - Software Agreements - \$130k (U)
 - Rusten House Art Centre - \$125k (U)
- Capital Income adjustments:
 - Additional RMS Grant Income Wanna Wanna Road - \$438k (F)
 - Grant Income Rusten House Art Centre - \$125k (F)
 - Additional RMS funding for Flood damage work - \$643k (F)
- Capital Expense adjustments:
 - Increase in Wanna Wanna Road project - \$438k (U)
 - Uriarra Road Water Main Replacement - \$800k (U)
 - Jerrabomberra Reservoir Cathodic Protection project deferred - \$1,450k (F)
 - Sewer Mains Rehabilitation additional works - \$300k (U)
 - STP Upgrade projected works reduced - \$2,100k (F)

The above variances are reported on a line by line basis, and generally have a nil effect on the consolidated result. For example, the increase in income from RMS contracts is offset by an increase in contract expenditure; the reduction in grant income from Roads to Recovery is offset by a corresponding reduction in expenditure; and the expenditure from transition projects relating to amalgamation is funded by way of a reserve transfer from the transition grant funding provided by the NSW Government on amalgamation. The exception to this is the additional income from rates and annual charges, which has a positive impact on the overall Council result.

Council will be operating an amalgamated finance system commencing from the 2017/18 financial year with the aim of quarterly reporting at a program level. Preparation of the 2017/18 budget is currently underway, including formulating an approach to harmonising all fees and charges (general, water, sewer and waste) across the 2 former local government areas.

Implications***Legal***

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

12.4 Quarterly Budget Review Statement for the Quarter Ending 31st December 2016 (Ref: C1716159; Author: Abigail/Marmont) (Continued)

Financial

The tables below summarise the Funds and Consolidated results at 31 December 2016.

Conclusion

It is proposed to implement the net budget amendments totalling \$54k as outlined in the report, resulting in a deficit budget of \$220k, once endorsed by Council.

Queanbeyan-Palerang Regional Council All Funds Result								
Code	Description	Annual	Annual	YTD	Var	Budget	Annual	Variance
		17GLBUD0 Orig Budget 2016/17	17GLBUD1 Qtr 1 Budget 2016/17	17GLACT Actual 2016/2017	Actual to Budget	Revisions	17GLBUD2 Qtr 2 Budget 2016/17	Original to Forecast %
	Expenses							
110	Employment Costs	40,061,079	39,801,201	22,845,866	57%	388,384	40,189,585	1%
120	Financial Costs	2,405,816	2,405,816	1,161,912	48%	0	2,405,816	0%
130	Materials & Services	25,563,161	31,948,853	21,732,563	68%	3,493,320	35,442,173	11%
140	Depreciation	20,376,863	20,376,863	245,067	1%	0	20,376,863	0%
150	Other Expenses	22,719,368	23,659,314	6,761,127	29%	313,774	23,973,088	1%
160	Internal Expenses	13,118,183	13,216,534	688,812	5%	66,930	13,283,464	1%
	Total Expenses	124,244,471	131,408,581	53,435,347		4,262,408	135,670,988	
	Income							
180	Rates & Annual Charges	-63,007,897	-63,007,897	-64,557,969	102%	-1,174,304	-64,182,201	2%
190	User Charges & Fees	-28,474,228	-33,601,048	-19,629,302	58%	-2,444,391	-36,045,439	7%
200	Interest	-3,655,371	-4,033,567	-1,520,618	38%	3,023	-4,030,544	0%
210	Grants & Contributions	-14,613,962	-16,403,546	-6,204,009	38%	1,347,787	-15,055,759	-8%
220	Other Operating Revenue	-2,251,870	-2,251,870	-1,081,009	48%	-106,989	-2,358,859	5%
	Gain or Loss on Disposal	164,596	164,596	-828,280	-503%	0	164,596	0%
230	Internal Income	-12,486,583	-12,584,932	0	0%	-66,934	-12,651,866	1%
	Total Income	-124,325,316	-131,718,264	-93,821,186		-2,441,808	-134,160,072	
	Capital Expenditure							
250	Asset Acquisition	38,821,799	68,398,471	13,444,969	20%	-2,058,928	66,339,544	-3%
260	Loan & Lease Repayments	1,476,589	1,476,589	702,392	48%	0	1,476,589	0%
262	Transfers To Reserves	22,256,159	38,245,892	0	0%	1,245,717	39,491,609	3%
270	Asset Sales	0	0	0	0%	0	0	0%
	Total Capital Expenditure	62,554,548	108,120,953	14,147,360		-813,211	107,307,742	
	Capital Income							
270	Asset Sales	-1,529,000	-1,529,000	-315,103	21%	0	-1,529,000	0%
280	Deferred Debtor Repayments	-16,000	-16,000	0	0%	0	-16,000	0%
290	Grants & Contributions - Cap	-10,293,300	-63,785,903	-17,122,641	27%	-1,214,848	-65,000,751	2%
300	Transfers From Reserves	-26,176,079	-32,218,829	-2,430,951	8%	153,011	-32,065,818	0%
310	Loan Funding	-3,560,000	-3,560,000	0	0%	0	-3,560,000	0%
	Total Capital Income	-41,574,379	-101,109,732	-19,868,695		-1,061,837	-102,171,569	
	Total Income	-165,899,695	-232,827,996	-113,689,881		-3,503,645	-236,331,641	
	Total Expenditure	186,799,019	239,529,534	67,582,707		3,449,197	242,978,730	
	Budget Result	20,899,323	6,701,538	46,107,174		-54,448	6,647,090	
	Less: Depreciation	-20,612,590	-20,612,590	566,551		0	-20,612,590	0.00%
	Plus: Non Cash Contribution	0	14,186,457	0		0	14,186,457	0.00%
	(Surplus)/Deficit	286,733	275,404	-45,540,623		-54,448	220,956	

12.4 Quarterly Budget Review Statement for the Quarter Ending 31st December 2016 (Ref: C1716159; Author: Abigail/Marmont) (Continued)

Queanbeyan-Palerang Regional Council General Fund Result (including Waste, Stormwater, SEWOL and CBRJO)								
Code	Description	Annual 17GLBUD0 Orig Budget 2016/17	Annual 17GLBUD1 Qtr 1 Budget 2016/17	YTD 17GLACT Actual 2016/2017	Var Actual to Budget	Budget Revisions	Annual 17GLBUD2 Qtr 2 Budget 2016/17	Variance Original to Forecast %
	Expenses							
110	Employment Costs	36,313,034	36,053,156	20,954,676	58%	388,384	36,441,540	1%
120	Financial Costs	1,532,738	1,532,738	759,217	50%	0	1,532,738	0%
130	Materials & Services	20,204,588	26,405,279	15,522,318	59%	3,572,127	29,977,406	14%
140	Depreciation	13,067,748	13,067,748	245,067	2%	0	13,067,748	0%
150	Other Expenses	9,882,497	10,610,716	6,200,951	58%	313,774	10,924,490	3%
160	Internal Expenses	6,209,972	6,308,323	670,844	11%	65,354	6,373,677	1%
	Total Expenses	87,210,576	93,977,959	44,353,074		4,339,639	98,317,598	
	Income							
180	Rates & Annual Charges	-42,304,396	-42,304,396	-43,017,951	102%	-603,386	-42,907,782	1%
190	User Charges & Fees	-11,986,152	-17,088,048	-11,441,847	67%	-2,414,714	-19,502,762	14%
200	Interest	-1,968,069	-2,362,717	-1,506,934	64%	1,970	-2,360,747	0%
210	Grants & Contributions	-14,408,013	-16,197,597	-6,010,421	37%	1,347,787	-14,849,810	-8%
220	Other Operating Revenue	-1,706,939	-1,706,939	-826,201	48%	-106,989	-1,813,928	6%
	Gain or Loss on Disposal	164,596	164,596	-828,280	-503%	0	164,596	0%
230	Internal Income	-12,377,040	-12,475,389	0	0%	-66,934	-12,542,323	1%
	Total Income	-84,586,014	-91,970,490	-63,631,633		-1,842,266	-93,812,756	
	Capital Expenditure							
250	Asset Acquisition	31,763,973	59,721,197	9,648,769	16%	377,264	60,098,461	1%
260	Loan & Lease Repayments	791,266	791,266	210,892	27%	0	791,266	0%
262	Transfers To Reserves	9,732,208	25,738,394	0	0%	659,457	26,397,851	3%
270	Asset Sales	0	0	0	0%	0	0	0%
	Total Capital Expenditure	42,287,447	86,250,857	9,859,662		1,036,721	87,287,578	
	Capital Income							
270	Asset Sales	-1,529,000	-1,529,000	-307,277	20%	0	-1,529,000	0%
280	Deferred Debtor Repayments	-16,000	-16,000	0	0%	0	-16,000	0%
290	Grants & Contributions - Cap	-7,592,777	-55,680,237	-17,008,109	31%	-1,214,848	-56,895,085	2%
300	Transfers From Reserves	-18,695,155	-22,746,654	-2,430,951	11%	-2,373,694	-25,120,348	10%
310	Loan Funding	-3,560,000	-3,560,000	0	0%	0	-3,560,000	0%
	Total Capital Income	-31,392,932	-83,531,891	-19,746,337		-3,588,542	-87,120,433	
	Total Income	-115,978,946	-175,502,381	-83,377,970		-5,430,808	-180,933,189	
	Total Expenditure	129,498,023	180,228,816	54,212,736		5,376,360	185,605,176	
	Budget Result	13,519,077	4,726,435	-29,165,234		-54,448	4,671,987	
	Less: Depreciation	-13,232,344	-13,232,344	581,155		0	-13,232,344	0.00%
	Plus: Non Cash Contribution	0	8,781,314	0		0	8,781,314	0.00%
	(Surplus)/Deficit	286,733	275,405	-28,584,079		-54,448	220,957	

12.4 Quarterly Budget Review Statement for the Quarter Ending 31st December 2016 (Ref: C1716159; Author: Abigail/Marmont) (Continued)

Queanbeyan-Palerang Regional Council Water Fund Result								
Code	Description	Annual 17GLBUD0 Orig Budget 2016/17	Annual 17GLBUD1 Qtr 1 Budget 2016/17	YTD 17GLACT Actual 2016/2017	Var Actual to Budget	Budget Revisions	Annual 17GLBUD2 Qtr 2 Budget 2016/17	Variance Original to Forecast %
	Expenses							
110	Employment Costs	1,854,910	1,854,910	637,055	34%	0	1,854,910	0%
120	Financial Costs	381,211	381,211	156,332	41%	0	381,211	0%
130	Materials & Services	2,204,984	2,239,984	4,631,782	207%	-78,807	2,161,177	-4%
140	Depreciation	2,967,166	2,967,166	0	0%	0	2,967,166	0%
150	Other Expenses	11,968,388	11,968,388	147,355	1%	0	11,968,388	0%
160	Internal Expenses	3,325,731	3,325,731	6,262	0%	1,182	3,326,913	0%
	Total Expenses	22,702,389	22,737,389	5,578,787		-77,625	22,659,765	
	Income							
180	Rates & Annual Charges	-6,057,944	-6,057,944	-6,014,316	99%	0	-6,057,944	0%
190	User Charges & Fees	-15,710,665	-15,731,980	-7,934,282	50%	-11,706	-15,743,686	0%
200	Interest	-340,434	-332,713	-5,425	2%	1,053	-331,660	0%
210	Grants & Contributions	-94,463	-94,463	-97,221	103%	0	-94,463	0%
220	Other Operating Revenue	-298,203	-298,203	-140,417	47%	0	-298,203	0%
	Gain or Loss on Disposal	0	0	0	0%	0	0	0%
230	Internal Income	0	0	0	0%	0	0	0%
	Total Income	-22,501,709	-22,515,303	-14,191,661		-10,653	-22,525,956	
	Capital Expenditure							
250	Asset Acquisition	2,118,692	3,545,531	920,489	26%	-636,192	2,909,339	-18%
260	Loan & Lease Repayments	457,805	457,805	377,863	83%	0	457,805	0%
262	Transfers To Reserves	4,085,728	4,078,007	0	0%	-2,235	4,075,771	0%
270	Asset Sales	0	0	0	0%	0	0	0%
	Total Capital Expenditure	6,662,225	8,081,342	1,298,352		-638,427	7,442,915	
	Capital Income							
270	Asset Sales	0	0	0	0%	0	0	0%
280	Deferred Debtor Repayments	0	0	0	0%	0	0	0%
290	Grants & Contributions - Cap	-1,358,684	-1,762,123	-77,650	4%	0	-1,762,123	0%
300	Transfers From Reserves	-2,465,924	-3,906,448	0	0%	726,705	-3,179,743	-19%
310	Loan Funding	0	0	0	0%	0	0	0%
	Total Capital Income	-3,824,608	-5,668,571	-77,650		726,705	-4,941,866	
	Total Income	-26,326,317	-28,183,874	-14,269,311		716,052	-27,467,822	
	Total Expenditure	29,364,615	30,818,732	6,877,139		-716,052	30,102,680	
	Budget Result	3,038,297	2,634,858	-7,392,172		0	2,634,858	
	Less: Depreciation	-3,038,297	-3,038,297	-14,604		0	-3,038,297	0.00%
	Plus: Non Cash Contribution	0	403,439	0		0	403,439	0.00%
	(Surplus)/Deficit	0	0	-7,406,776		0	0	

12.4 Quarterly Budget Review Statement for the Quarter Ending 31st December 2016 (Ref: C1716159; Author: Abigail/Marmont) (Continued)

Queanbeyan-Palerang Regional Council Sewer Fund Result								
Code	Description	Annual 17GLBUD0 Orig Budget 2016/17	Annual 17GLBUD1 Qtr 1 Budget 2016/17	YTD 17GLACT Actual 2016/2017	Var Actual to Budget	Budget Revisions	Annual 17GLBUD2 Qtr 2 Budget 2016/17	Variance Original to Forecast %
	Expenses							
110	Employment Costs	1,893,135	1,893,135	1,254,134	66%	0	1,893,135	0%
120	Financial Costs	491,868	491,868	246,362	50%	0	491,868	0%
130	Materials & Services	3,153,589	3,303,589	1,578,463	48%	0	3,303,589	0%
140	Depreciation	4,341,949	4,341,949	0	0%	0	4,341,949	0%
150	Other Expenses	868,483	1,080,210	412,821	38%	0	1,080,210	0%
160	Internal Expenses	3,582,480	3,582,480	11,706	0%	394	3,582,874	0%
	Total Expenses	14,331,505	14,693,232	3,503,486		394	14,693,626	
	Income							
180	Rates & Annual Charges	-14,645,557	-14,645,557	-15,525,703	106%	-570,918	-15,216,475	4%
190	User Charges & Fees	-777,411	-781,020	-253,173	32%	-17,971	-798,991	2%
200	Interest	-1,346,868	-1,338,137	-8,259	1%	0	-1,338,137	0%
210	Grants & Contributions	-111,486	-111,486	-96,367	86%	0	-111,486	0%
220	Other Operating Revenue	-246,728	-246,728	-114,391	46%	0	-246,728	0%
	Gain or Loss on Disposal	0	0	0	0%	0	0	0%
230	Internal Income	-109,543	-109,543	0	0%	0	-109,543	0%
	Total Income	-17,237,593	-17,232,471	-15,997,892		-588,889	-17,821,360	
	Capital Expenditure							
250	Asset Acquisition	4,939,135	5,131,744	2,875,710	56%	-1,800,000	3,331,744	-35%
260	Loan & Lease Repayments	227,518	227,518	113,637	50%	0	227,518	0%
262	Transfers To Reserves	8,438,223	8,429,492	0	0%	588,495	9,017,987	7%
270	Asset Sales	0	0	0	0%	0	0	0%
	Total Capital Expenditure	13,604,876	13,788,754	2,989,347		-1,211,505	12,577,249	
	Capital Income							
270	Asset Sales	0	0	-7,827	0%	0	0	0%
280	Deferred Debtor Repayments	0	0	0	0%	0	0	0%
290	Grants & Contributions - Cap	-1,341,839	-6,343,543	-36,882	1%	0	-6,343,543	0%
300	Transfers From Reserves	-5,015,000	-5,565,727	0	0%	1,800,000	-3,765,727	-32%
310	Loan Funding	0	0	0	0%	0	0	0%
	Total Capital Income	-6,356,839	-11,909,270	-44,709		1,800,000	-10,109,270	
	Total Income	-23,594,432	-29,141,741	-16,042,601		1,211,111	-27,930,630	
	Total Expenditure	27,936,381	28,481,986	6,492,832		-1,211,111	27,270,875	
	Budget Result	4,341,949	-659,755	-9,549,769		0	-659,755	
	Less: Depreciation	-4,341,949	-4,341,949	0		0	-4,341,949	0.00%
	Plus: Non Cash Contribution	0	5,001,704	0		0	5,001,704	0.00%
	(Surplus)/Deficit	0	0	-9,549,769		0	0	

Attachments

Nil

DETERMINATION REPORTS

**12.5 Licence Agreement - Italian Community Hall 14 Carinya Street. (Ref: C1719170;
Author: Gibson/Warne)**

Summary

The Council has been approached by the Italian Community Festival Association Inc to secure tenure for the new Community Hall that is being built in Carinya St, Queanbeyan upon Council land.

It has been advised that the Association has had difficulty in securing community support for the fit out of the Community Hall as some members are concerned about the tenure for the facility.

It is proposed that a 21 year Licence Agreement be entered into by the Council with the Association for the use of the land for the purpose of a Community Hall and associated car parking.

There is a community engagement process that must be observed prior to execution of the Licence Agreement, but no reason is seen as to why in principle approval can be provided pending any public input.

Recommendation

That

- 1. the report be received and noted.**
- 2. the Council agree in principle to entering into a 21 Licence Agreement with the Italian Community Festival Association Inc for the use of a Community Hall and associated car parking at Lot 100 DP1194186, 14 Carinya St, Queanbeyan.**
- 3. in accordance with the provisions of S 47 of the *Local Government Act 1993*, public notice of the proposal be provided and if any submissions are received that the comments be subject of a further report to the Council.**
- 4. if no public submissions are received that the Licence Agreement as proposed be executed. the annual rental be \$479 and be indexed to the Department of Lands minimum annual rental amount.**

Background

In January 2011 the Council issued an amended DA for the development of a Community Hall at 14 Carinya St, Queanbeyan and it is understood that the building is nearing completion.

The Italian Community Festival Association inc. has now requested that tenure of the site be finalised and would like to enter into a Licence Agreement with the Council for the site. This location has been "linked to" the local Italian community for many years with a religious "grotto" being located at the site by agreement with the Council.

In view of the commitment by the local community to building the community hall, a long term tenancy is desired.

**12.5 Licence Agreement - Italian Community Hall 14 Carinya Street. (Ref: C1719170;
Author: Gibson/Warne) (Continued)**

The community hall and associated car parking is located upon part of lot 100 DP1194186 which is land owned by the Council and it is classified as "Community Land" and is part of Riverside Oval Reserve. In addition to the Community Hall, a soccer pitch and Soccer change rooms and facilities are also located at the reserve.

S46 of the *Local Government Act 1993* enables a Council to enter into a Lease or Licence Agreement for the use of Community Land with community organisations. It was the former Queanbeyan Council's preference to enter into a Licence Agreement as tenure was the same as a lease, but the expense of title registration and associated processes was avoided.

The licencing of community land by the Council must be for a purpose consistent with the general usage principles of "community land" as outlined in a Plan of Management. Whilst there is no specific Plan of Management, a broader plan for Council reserves have been prepared which captures Riverside Oval, and the proposal is consistent with this plan.

The Community Hall meets the criteria laid down in *S 46 (4) (ii) of the Local Government Act 1993* being a purpose for which a Licence can be granted as a facility that will contribute to the cultural, social welfare or development of people and the Licensee needs to be a non for profit organisation. This is the case with the Italian Community Festival Association Inc.

The Council can grant a licence for up to 21 years if the public consultation process outlined in the *Local Government Act 1993* is observed.

On balance no reason can be seen as to why the a proposal to enter into a 21 year Licence Agreement for the Community Hall should not be entered into and it is suggested that it be progressed.

Implications***Legal***

DA 404 -2008 has been progressed and whilst the building is not finished, it is expected that this will occur in the next few months. The building must achieve the required sign offs and certifications as part of the DA process.

Hours of operation have been set at:

9am – 9pm Sunday

9am – 10pm Monday – Thursday

9am – 12 Midnight – Friday & Saturday.

and will need to be incorporated into the Licence Agreement.

The Council's standard template for Licence Agreements is proposed to be used. This template is based upon the one used by the Department of Lands will proposed for the Community Hall.

**12.5 Licence Agreement - Italian Community Hall 14 Carinya Street. (Ref: C1719170;
Author: Gibson/Warne) (Continued)**

Asset

As the community hall is located upon Council land it will be recognised as an asset. The licence agreement will ensure that the use by the Italian community is preserved in accordance with DA requirements and the standard conditions.

Social / Cultural

The Community Hall will be beneficial from a social and community perspective and will provide a venue for the local Italian community to enjoy their common pursuits.

Engagement

Prior to granting a Licence for the land use, the Council must undertake a public consultation process including:

- (a) give public notice of the proposal
- (b) exhibit notice of the proposal on the land, and
- (c) give notice of the proposal to such persons as appear to it to own or occupy the land adjoining the community land, and
- (d) give notice of the proposal to any other person, appearing to the council to be the owner or occupier of land in the vicinity of the community land, if in the opinion of the council the land the subject of the proposal is likely to form the primary focus of the person's enjoyment of community land.

The notice must include:

- information sufficient to identify the community land concerned
- the purpose for which the land will be used under the proposed licence
- the term of the proposed licence (including particulars of any options for renewal)
- the name of the person to whom it is proposed to grant the licence
- a statement that submissions in writing may be made to the Council concerning the proposal within a period, not less than 28 days, specified in the notice.

Any person may make a submission in writing to the Council during the period specified for the purpose in the notice and before granting the licence the Council must consider all submissions received.

If objections are received the proposal must be referred to the Minister for Local Government to provide consent or otherwise.

Financial

For most other licence agreements with community organisations the annual licence fee is the Department of Lands minimum annual rent, which is currently \$479 per annum. It is proposed that the annual rental be this amount.

Conclusion

The issue of a Licence Agreement is good governance on behalf of the Council and will provide the Association with surety of tenure for the next 21 years. The issue of the licence will tidy up tenure requirements for the property and enable the Association to fund raise for fit out of the building.

Attachments

Nil

DETERMINATION REPORTS

12.6 Sports Facilities Strategic Plan (Ref: C1713268; Author: Hansen/Geyer)

Summary

Over the past eighteen months, staff have been compiling data and requests from the sporting community to develop a Sports Facilities Strategic Plan. With the May 2016 amalgamation of Queanbeyan and Palerang Councils, the strategy was expanded to cover the new QPRC area. The plan contains six broad strategies and a series of recommendations to guide the provision of sporting facilities for the next twenty years.

Recommendation

That Council endorse the draft Sports Facilities Strategic Plan for public exhibition and comment, with a consultation report coming back to Council for consideration before final adoption.

Background

Queanbeyan-Palerang Regional Council currently manage 32 sports fields and multiple hard courts in 23 locations across the LGA, with additional facilities coming into service as new housing developments are built. While some current and some future facilities are incorporated into sporting hubs or as standalone multiuse complexes, others are single isolated fields with limited amenities and capacity.

The region has a strong sporting history and an above average participation rate in organised sports. The underlying principles applied in developing the Sports Facilities Strategic Plan was to provide home grounds for all Queanbeyan-Palerang based sports, promote multi-discipline use of Council facilities, maximize the variety of recreational opportunities in Council facilities and optimise the use of infrastructure across clubs and sporting codes. It also explores the potential of providing a higher level of sporting opportunity, developing sports tourism, economic opportunities and partnerships in service delivery.

Taking into account current usage, patronage, age cohorts, growth patterns and catchments, the outcomes are expected to guide revision of the sporting facilities hierarchy and asset standards for those facilities.

The six key strategies developed for the future provision of sporting facilities contain recommendations which aim to ensure all sporting needs are addressed and opportunities for recreation, health and well-being cover the whole community.

Strategy 1 – Sporting Clusters or Hubs

Goal: Establishment and careful management of integrated sporting hubs strategically located throughout the LGA:

Strategy 2 - Facility Rationalisation

Goal: Optimised land use and return on investment for capital and operational funds:

12.6 Sports Facilities Strategic Plan (Ref: C1713268; Author: Hansen/Geyer) (Continued)

Strategy 3 – Provide high level sporting opportunities

Goal: Increase capacity for QPRC based clubs and reduce the cross border drain of sporting talent:

Strategy 4 – Provide home facility for all QPRC based clubs

Goal: Eliminate the need for QPRC based clubs to transfer home games into the ACT:

Strategy 5 – Provide accessible and equitably distributed unstructured recreational facilities throughout QPRC area.

Goal: Provide opportunities for recreation, health and well-being for the whole community:

Strategy 6 – Economic Development through Sports

Goal: Sports and Recreational events and activities contribute an ongoing economic return to the community:

Ancillary to the strategies, the Plan contains a schedule of site and club-specific recommendations for capital improvements and facilities rationalisation that can inform Councils future budget process.

Implications***Legal***

The Sports Facilities Strategic Plan contains strategies and recommendations which are in keeping with the requirements of both the *Local Government Act 1993* and *Crown Lands Act 1989*.

Asset

The recommended improvements within the Plan are designed to renew, or decommission, certain existing assets and provide new assets in a rational manner to meet future community needs. Consideration was given to ongoing management and impact on the long term budgetary requirements for asset management.

Social / Cultural

Sports and recreation are very important for the community for health and wellbeing, and for social interaction. Easily accessed, affordable and well-presented sports facilities significantly contribute to the liveability of the QPRC region.

Economic

Sports facilities and sports tourism can significantly contribute to the economic development of a region. Sporting events attract visiting sports teams and spectators, as well as offer encourage local sports enthusiasts to support the event. Modelling of economic impacts on a community for a single day event of regional significance, eg Raiders v Knights, is in the order of \$900,000 total impact. These events also provide a level of sporting residents would normally need to travel out of the district for or settle for media viewing.

Strategic

The Plan was developed considering both the former Queanbeyan and Palerang strategic priorities of Culture and Leisure and Recreation and Open Space, respectively.

Engagement

As the plan is a culmination of work carried out by both former councils, community engagement has occurred through various avenues throughout 2015 and early 2016. Each council conducted sporting community surveys and conducted needs analysis for sporting facilities. It is appropriate these Sports Facilities Strategic Plan be placed on public exhibition and community feedback be sought and compiled into a feedback report for Council's consideration.

Financial

The Plan is designed to inform future councils during Delivery Plan and budget preparations. The final document, after community feedback, will be able to be fully costed and factored into a 20year plan.

Conclusion

The Sports Facilities Strategic Plan contains broad strategies and recommendations to guide QPRC in provision of sporting facilities for the next 20 years. The six strategies consider existing and future needs in an economically sustainable manner. Clustering and rationalising facilities, deaccessioning obsolete facilities and provision of a higher level of sports, will address ensure the QPRC community are adequately serviced at home and eliminate the talent drain into the ACT or further afield. Economic development and sports tourism, the Regional Sports Complex and higher standard playing surfaces, will deliver a quality of sports not presently available, but well warranted in a rapidly growing community.

Attachments

Attachment 1 Draft Sports Facilities Strategic Plan (*Under Separate Cover*)

DETERMINATION REPORTS

12.7 Oktoberfest 2017 (Ref: C1715742; Author: Hansen/Geyer)

Summary

Each year in late October, the German Harmonie Club host the Oktoberfest in Canberra as a cultural event. The festival includes traditional food, dance, music and Bavarian beer hall activities. It is held Friday to Sunday, over the last weekend in October, and attracts approximately 5000 participants at the peak load time on the Saturday. Discussions have been held with organisers to bring this event to Queanbeyan Showground for October 2017.

Recommendation**That Council**

- 1. Endorse the Canberra German Harmonie Club Oktoberfest 2017, to be held at Queanbeyan Showground.**
 - 2. Agree to a fixed annual showground hire fee for the Oktoberfest for the first five years.**
 - 3. Consider an amount of \$25,000 be included in the draft 2017-2018 budget for Council's promotion and wider community engagement in the event.**
-

Background

The Oktoberfest is a traditional Bavarian festival, originating in Germany, but held in communities throughout the world. The Oktoberfest Canberra has been a German Harmonie Club and community fund raising event since 1962 and is well supported from all over the region and by travellers to the region. The Oktoberfest commences on the Friday evening, with the official tapping of the keg, traditional German dancing, music, food and entertainment. Saturday is the bigger day, with all activities, food, music, dancing, amusement rides, competitions and Bavarian beer halls in full swing throughout the day and into the night. Sunday is a family fun and markets day to end the event.

While the Oktoberfest is a self-contained event within the showground boundaries for security and licencing, it does create an opportunity to expand related festivities and decorations into the CBD, encouraging greater business and community involvement, which in-turn has the potential of escalating into a flagship event. Possibilities may include, street banners and flags, main street floral displays or shop window displays. Businesses may choose to become involved by supporting the main event at the showground or through special menus and activities during the week lead up to the main event. Council could consider promoting the event though tourism and social media options.

Implications***Legal***

The event is in keeping with the Plan of Management and dedication of the reserve as a Showground.

Environmental

The event is similar in impact to other shows and events at Queanbeyan Showground and appropriate mitigation measures will be applied.

Social / Cultural

The Oktoberfest is a traditional Bavarian cultural and social event which add to the richness of Queanbeyan's multi-cultural community.

Economic

Modelling within the Economy Id tool, indicated an event of this nature, in its present form, would account for over \$600,000 of direct economic output and further indirect outputs.

Strategic

Queanbeyan Showground is a strategically located venue, ideally suited to major events. The Council, along with user groups, have been working over many years to increase patronage and improve facilities at the Showgrounds. The Showground Plan of Management contains strategies to increase community and commercial use of the showground within the purpose for which the reserve was dedicated.

Engagement

Staff have engaged with stakeholders, including other users of the showground to manage usage loads and spread of events.

Financial

Based on the current fees and charges, the showground hire for this three day event will be \$5319 plus a damages bond of \$5500. As incentive to encourage the continued return of this event, it is proposed to offer organisers a fixed annual free for the next five years. This will assist council with tourism-based promotion and banners and sails with in the CBD.

Resources (including staff)

Should Council choose to support the event by including funds in the 2017-2018 budget, there would be a resource from within Economic Development and Place Management working to engage the business community.

Conclusion

The Oktoberfest is a well-established and successful community event, which is compatible with the Showground. The potential to work with organiser and grow the event offers great opportunities for Queanbeyan and could become a future flag ship event. Economic returns to the wider community, from an expanded event, are well worth further investigation.

Attachments

Attachment 1 Economic Modelling for Oktoberfest Event (*Under Separate Cover*)

DETERMINATION REPORTS

12.8 Building Better Region Fund - Round 1 2017 (Ref: C1719801; Author: Tegart/Darcy)

Summary

The Building Better Region Fund Round 1 2017 is currently open. QPRC has four eligible projects for consideration in the Infrastructure Projects stream and one project in the Community Investment stream.

Recommendation**That Council**

- 1. Endorse two projects from the Infrastructure Projects Stream and one project from the Community Investment Stream;**
 - 2. Note that should any of the grant applications be successful, further reports may be bought back to Council seeking matching funding.**
-

Background

The Federal Government Department of Industry, Innovation and Science and the Department of Infrastructure and Regional Development support the Building Better Regions Fund (BBRF). The following two streams are currently open for applications:

- 1. Infrastructure Projects Stream:**
 - a. Will fund projects which involve the construction of new infrastructure or the upgrade or extension of existing infrastructure that provides economic and social benefits to regional and remote areas
 - b. The minimum grant amount is \$20,000 and the maximum is \$10 million
 - c. Projects must be complete by 31 December 2019
 - d. the project must commence within 12 weeks of executing the grant agreement
 - e. For the QPRC region project grant funding will be up to 50% of the eligible project cost
 - f. Applications for the Infrastructure Projects Stream close on Wednesday 28 February 2017

**12.8 Building Better Region Fund - Round 1 2017 (Ref: C1719801; Author: Tegart/Darcy)
(Continued)**

2. Community Investment Stream

- a. Will fund community building activities including, new or expanded local events, strategic regional plans, and leadership and capability building activities. These projects will deliver economic and social benefits to regional and remote areas.
- b. The minimum grant amount is \$5,000 and the maximum is \$10 million
- c. Projects must be completed within 12 months of executing the grant agreement
- d. For the QPRC region project grant funding will be up to 50% of the eligible project cost
- e. Applications for the Community Investments Stream close on Friday 31 March 2017.

QPRC is able to submit two projects from each stream.

Four projects for the Infrastructure Projects Stream and one project for the Community Investment stream are attached for consideration by Council.

Implications**Asset****Infrastructure Project Stream****Project 1 – Braidwood and Captains Flat Pools:**

- Due to the poor state of the pools in Braidwood and Captains Flat, the continued repair costs and current patching approach will require more and more financial investment as time goes on. A complete refurbishment would see the asset become more financially viable and maintainable into the future.

Project 2 - Braidwood Town Centre:

- The beautification and related capital works to the Braidwood town centre will provide a number of benefits to assets:
 - including modernising the CBD drainage to minimise risk of undermining the heritage listed National Theatre and businesses reducing ongoing maintenance costs
 - Development of a heritage themed roundabout
 - Restoring heritage themed landscape through cobblestone kerb and gutter
 - Installation of themed street furniture and associated public realm landscaping
 - Improvements to the town amenity
 - Guided by town centre landscape plan.

**12.8 Building Better Region Fund - Round 1 2017 (Ref: C1719801; Author: Tegart/Darcy)
(Continued)**

Project 3 – Shared Pathway Malbon St Bungendore

- Would create new shared pathway from Railway crossing to Mecca Lane improving community access and reducing maintenance on existing assets.

Project 4 – Queanbeyan Showground upgrade:

- Would add to the funding currently under consideration through the Stronger Communities Fund - Major Infrastructure projects to renew grandstand, seating and internal floors.

Social / Cultural

One of the assessable criteria under BBRF is the projects contribution to social benefits. All of the projects have the capacity to create social and cultural impacts. Particularly those infrastructure projects which address heritage issues. The infrastructure projects under consideration will deliver improved facilities highly valued by the all sectors of the community and improve access and beautification of the public realm.

Economic

One of the assessable criteria under BBRF is what economic benefit the project will deliver to the region. All projects will deliver significant economic benefits during and beyond the construction phase. The Infrastructure Stream projects will create employment and value add to Output and GDP in the community through the multiplier effect of capital investment in the community. Benefits will accrue in employment through supporting tourism initiatives, awarding of third party procurement contracts and capital spending and improvements to public amenity to support existing business initiatives. The Community Investment Stream project (Economic Development Strategy) will directly identify where economic opportunities exist in QPRC and how Council and the private sector can leverage those opportunities. Economic benefits are listed in Attachment 1 against each project.

Engagement

All areas of QPRC were asked to nominate a project for consideration noting the BBRF Guidelines. A total of 16 submissions were received under the Infrastructure Projects Stream (of which four are contained in this report) and one project under the Community Investment Stream.

Financial

Attachment 1 shows the total project estimate and the current budget allocation and the amount being sought from BBRF. Project 2 – (Braidwood Town Centre) and Project 3 – (Shared Pathway Malbon St Bungendore) would require a new allocation of matching funding from QPRC should they be successful in the BBRF.

Conclusion

The BBRF is open for applications and provides opportunity for Council to apply for significant funding for both new infrastructure work through the Infrastructure Project Stream and an Economic Development Strategy through the Community Investment Stream. The BBRF provides dollar for dollar funding and QPRC can nominate two Infrastructure projects from the list of four provided and only one project was submitted for the Community Investment Stream.

Attachments

Attachment 1 BBRF - Proposed Projects List (*Under Separate Cover*)

DETERMINATION REPORTS

12.9 South East Region Academy of Sport (Ref: C1715565; Author: Tegart/Fulton)

Summary

Council received correspondence from the NSW South East Region Academy of Sport (SERAS) requesting that Council as a financial member; review the new constitution prior to its proposed adoption later this year; and seeking Council nomination of a new board member to represent Queanbeyan-Palerang Regional Council on the SERAS Board. Confirmation of these two requests will allow SERAS to receive essential funding from the NSW Office of Sport for 2017.

The former Queanbeyan City Council was a member of SERAS, however the former Palerang Council was not. Therefore the annual donation, which is calculated on a per capita basis, will increase with the establishment of Queanbeyan-Palerang Regional Council. It is anticipated that Council will receive notification of the new fee in March 2017.

Council has also entered into a MOU with SERAS that sees Council provide a workspace and supplementary services, at its Bungendore Office for an agreed annual fee.

Recommendation**That Council**

- 1. Renew its membership to South East Region Academy of Sport (SERAS).**
 - 2. Note the current 'Memorandum of Understanding' whereby Council provides a workspace at its Bungendore office to SERAS for an annual rental fee.**
 - 3. Not nominate an individual to the SERAS Board, until an elected body of Councillors has been established after the election in September 2017.**
-

Background

The South East Regional Academy of Sport (SERAS) is a not-for-profit organisation with the aim of identifying and supporting the holistic development of talented young athletes from the south east region of NSW. The Local Government Authorities covered by the academy include: Bega Valley Shire Council; Snowy Monaro Regional Council; Eurobodalla Shire Council; Goulburn Mulwaree Council; Queanbeyan-Palerang Regional Council; Upper Lachlan Shire Council; and Yass Valley Council. Some of those councils have indicated they may not financially support SERAS.

On 24 January 2017 Council received correspondence from the NSW South East Region Academy of Sport (SERAS) requesting that Council as a financial member review the new constitution and nominate a new board member to represent Queanbeyan-Palerang Regional Council on the SERAS board. Confirmation of these two requests will allow SERAS to receive essential funding from the NSW Office of Sport for 2017.

12.9 South East Region Academy of Sport (Ref: C1715565; Author: Tegart/Fulton)
(Continued)

Council has also offered SERAS the opportunity to occupy a workspace at its Bungendore Office for a minimal rent, as outlined in the MOU attached. This arrangement will further assist SERAS in their delivery of service.

Implications***Financial***

The former Queanbeyan City Council was a member of SERAS, however the former Palerang Council was not. Therefore the annual donation, which is calculated at 40c per capita, will increase to over \$22k. It is anticipated that Council will receive notification of the new fee in March 2017.

Conclusion

The South East Regional Academy of Sport (SERAS) plays an important role in identifying and supporting the holistic development of talented young athletes from the south east region of NSW.

SERAS is requesting Council to continue its membership of, and consequent commitment to, the development of young athletes in our Local Government Area.

Attachments

- | | |
|--------------|----------------------------------------------------------------------------------|
| Attachment 1 | SERAS QPRC MoU (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 2 | SERAS Constitution Draft 2 (<i>Under Separate Cover</i>) - CONFIDENTIAL |

**13.1 Site Inspection - DA.2016.163 - 55-59 Ellendon Street Bungendore (Ref: C1710963);
Author: Thompson/Ison**

Report

At the Council meeting held on 25 January 2017, Council considered a report on Development Application DA.2016.163 for the relocation of carpark and reception building, erection of gazebo, covered walkways and underground storage tanks at 55-59 Ellendon Street in Bungendore – the site of the Carrington Motel.

An inspection was arranged for the Administrator to view the site prior to considering the report at the Council meeting. This took place at 4.00pm on Wednesday, 25 January 2017.

Present were Administrator Tim Overall; Richard Graham (Applicant and Owner); Alix Burnett, John Taylor, Fernando Van Der Linden, Wendy Gain, Peter Blematl, Michael Peace (Submitters); Peter Bascomb (Deputy General Manager); Mike Thompson (Director Environment, Planning and Development); Lorena Blacklock (Manager – Development Control); Keith Davies (Team Leader Development Engineer); Kylie Coe (Coordinator Development Services); David Carswell (Executive Manager Strategic Landuse Planning) and Louisa Ison (Minute Taker).

Mr Thompson welcomed everyone to the site and invited the applicant to describe the proposal.

Mr Graham described the application as a simple proposal with a goal to expand the garden space which will be accessible to the public and he believes this would be a positive outcome for the town and tourism. To do this he needs to relocate the parking spaces, underground water tanks and reception area. These facilities would be moved to the area to the south of the property.

A tour of the site was undertaken and the submitters present raised concerns on the driveway setbacks, fencing height and materials, noise, lighting, landscaping, deliveries, traffic and staff parking. Additional information and clarification was provided to the Administrator as each of these matters were raised.

At the conclusion of the site inspection Mr Thompson indicated that the Administrator will be considering a report on this matter at the Council Meeting on Wednesday, 25 January 2017, starting promptly at 5.30pm at the Bungendore Council Chambers. The applicant and those present were advised that they were welcome to attend the meeting and make a presentation for up to five minutes on this matter.

Recommendation

That the report be received for information.

Attachments

Nil

13.2 Site Inspection - Review of Determination - 35 Trucking Yard Lane Bungendore - Childcare Centre - REV.2016.0003 (Ref: C1714068); Author: Thompson/Ison**Report**

At the Council meeting held on 25 January 2017, Council considered a report on a section 82A review of a determination for a Childcare Centre at 35 Trucking Yard Lane in Bungendore.

A meeting was arranged for the Administrator to view the site prior to considering the report at the Council meeting. This site meeting took place on Wednesday, 25 January 2017, at 4.30pm.

Present were Administrator Tim Overall; Lok Chong (Owner); Giselle Ravarain, Cherie Shearer, from Spacelab (Applicants); David Shearer (Independent Consultant); Clare Breust, Tracey Leggett, Trevor Booth (Submitters); Chris Fay, Gabrielle Miller (Residents); Peter Bascomb (Deputy General Manager); Mike Thompson (Director Environment, Planning and Development); Lorena Blacklock (Manager – Development Control); Keith Davies (Team Leader Development Engineer); Kylie Coe (Coordinator Development Services); David Carswell (Executive Manager Strategic Landuse Planning) and Louisa Ison (Minute Taker).

Mr Thompson welcomed everyone to the site and invited the applicant to describe the proposal.

Ms Ravarain advised that the application for a Childcare Centre originally had a U shape carpark on site with seven parking spaces on Trucking Yard Lane. She indicated that the parking issues raised as a result of Council's previous approval had been addressed by providing indented parking off Trucking Yard Lane, the landscape plan amended, and the analysis meets the existing area for a 50 children Childcare Centre.

The Administrator enquired about drop off and pickup arrangements. The applicant advised the entrance to the Centre would be linked to the nose-in indented bays on Trucking Yard Lane by a footpath.

Discussion centred on the substantive issue that the development was unable to provide the required parking on site and that the provision of off-site parking was not satisfactory to Council.

Submitters and residents raised concerns about congestion, lack of on-site parking, parking on the corner near the busy Trucking Yard Lane and whether the scale of the proposal was suitable for such a small site in the residential area.

At the conclusion of the site inspection Mr Thompson indicated that the Administrator will be considering a report on this matter at the Council Meeting on Wednesday, 25 January 2017, starting promptly at 5.30pm at the Bungendore Council Chambers. The applicant and those present were advised that they were welcome to attend the meeting and make a presentation for up to five minutes on this matter.

Recommendation

That the report be received for information.

Attachments

Nil

13.3 Pedestrian and Traffic Study of Antill Street and Collett Street (Ref: C178380); Author: Hansen/Hogg

Report

At the Council meeting held 24 February 2016, it was resolved to '*undertake a pedestrian and safety review at the intersection of Collett Street and Antill Street, and for a report to be submitted back to Council*'. This report outlines the pedestrian and safety review that was conducted.

Background

The Antill Street and Collett Street intersection is located in the north eastern corner of the Queanbeyan CBD. It serves as one of the links between Crawford Street and Bungendore Road which enables motorists to travel around the CBD rather than through the CBD. The Antill Street and Collett St intersection is also used by local residents who are predominantly located to the north and east of the intersection, and people accessing the Queanbeyan Hospital for employment, visiting, inpatient and outpatient care. The Queanbeyan Hospital has recently had a significant upgrade to its facilities which will increase the capacity of patients it treats. Antill Street accommodates a number of major grocery shops including Woolworths and ALDI.

In November 2009, the 20 year Master Plan for Queanbeyan CBD was adopted. The CBD Masterplan affects the Antill Street and Collett Street intersection in the following ways:

- Plans to encourage vehicles to use the Antill Street and Collett Street intersection as opposed to the Morisset and Crawford Street route,
- Plan to re design the Antill St and Collett St intersection to include a roundabout,
- Plans to upgrade Antill St and Collett St hardscape, including, drainage, pedestrian paths, and the road,
- Vegetation changes along Antill St and Collett St.

Study

The engineering study of the Antill Street and Collett Street intersection investigated the following:

- Onsite study of pedestrian and vehicular movements. This study also noted any unusual traffic and pedestrian behaviours and was conducted in the morning as well as the afternoon of a week day.
- Analysis of data obtained during pedestrian movement studies at the Collett Street Bus Interchange. These studies were conducted during peak pedestrian times created by school children using the interchange.
- Study of crash data over a 6 year period. The data obtained includes all reported crashes at the intersection, the type of crash and whether speed or fatigue was a factor.
- Study of vehicle speeds and traffic counts obtained over the last 5 years.

The majority of the traffic observed travelled north/south along Collett Street or turned into/from Antill Street. The study indicated that there is no change of significance from morning traffic to afternoon traffic on a week day.

The review conducted by Council engineers found that the results were consistent with the CBD Masterplan (Final Report 2009) which planned for a roundabout to be installed at this intersection. This option was compared to 4 other options including, but not limited to, traffic lights and restricting right turn access.

Traffic numbers are expected to increase when the CBD Masterplan is implemented as it aims to encourage traffic to bypass the CBD using the Collett Street and Antill Street intersection. Existing traffic numbers are causing the intersection to reach capacity at times throughout the day.

An increase in vehicle numbers (as suggested by the CBD Masterplan) at this intersection would be benefited by an upgrade to a roundabout. The roundabout will assist in reducing the complexity of the intersection as well as reducing the waiting times for people turning onto Collett Street from Antill Street. The Roundabout is planned for stage three of the CBD Masterplan which has a timeframe of 14-21+ years. Pedestrians will need to be considered with any proposed design of the intersection.

Council is currently reviewing the CBD Masterplan and it is noted that any proposed changes will need to make allowance for pedestrians both at this location and throughout the CBD.

A total of 7 vehicle crashes were recorded at the intersection over a 6 year period starting July 2011.

Of the 7 crashes only 2 had reported injuries, 1 was a pedestrian and 1 was a cyclist. Due to the low number of injury crashes, this intersection doesn't qualify for Black Spot Funding however the number of crashes does demonstrate that safety can be improved at the intersection. A roundabout may reduce the number of vehicle crashes by up to 85% at this intersection.

Pedestrian usage of this intersection is very low and hence no additional infrastructure is required from what is already provided. An average of 10 pedestrians used the intersection per hour during the study periods. Existing infrastructure meets the safety requirements for the number of pedestrians and demographics of pedestrians using the intersection. If upgrades to this intersection are undertaken, a similar level of pedestrians are predicted to use the intersection and hence infrastructure of a similar standard would be required. A pedestrian crossing does not meet the warrants set by NSW Roads and Maritime and hence would not be appropriate to be constructed at this location.

Recommendation

That the report be received for information.

Attachments

Nil

13.4 Integrated Planning for 2017-18 (Ref: C1713637); Author: Tegart/Tozer**Report**

In line with the Local Government Act 1993 and advice provided by the NSW Department of Premier and Cabinet (DPC) following the proclamation of Queanbeyan-Palerang Regional Council, Council is required to develop an Operational Plan, Revenue Policy and Fees and Charges for the 2017-18 financial year.

Staff have already commenced work on the documents, which include Council's budget for 2017-18, capital works program, rates and charges and service charges for the upcoming financial year. The table below provides a timeline that Council aims to meet until the adoption of the plans.

In previous years, the Operational Plan has been largely informed by Council's Delivery Program. However, in light of the merger, and the Delivery Programs of the two former councils ending in June 2016, this will be a standalone Operational Plan.

Following the local government elections for merged councils in September 2017, Council will develop a three-year Delivery Program which will respond to the aspirations the community outline in the Community Strategy Plan (CSP). A Strategic Directions Statement will be reported next month for inclusion with the community engagement program in March-May 2017. That feedback, together with community comments on the service levels and asset standards, will guide the drafting of the CSP with the new council later in 2017.

Review of Revenue Policy and Fees and Charges

Staff have commenced work on a review of Council's Fees and Charges. Where possible, fees and charges will be harmonised across the Local Government Area.

Council has engaged Aither to undertake a review of water, sewer and waste charges across the Local Government Area. The findings of this review will be considered prior to the development of the draft Revenue Policy.

Emergency Services Property Levy

From July 1 2017, the NSW Government will abolish the Emergency Services Levy (ESL) on insurance policies and replace it with an Emergency Services Property Levy (ESPL) paid alongside council rates. Revenue raised from the ESPL will be disbursed by NSW councils to the NSW Government and fund the State Emergency Service and Fire and Rescue NSW.

The introduction of this levy will be separately annotated on the rate notice, will see an increase in the overall bill issued by Council - however this does not represent an increase in Council's total income. The NSW Government will arrange a public information media campaign on the ESPL from April.

Council's total income will only increase by the rate peg amount of 1.8% as announced by the NSW Independent Pricing and Regulatory Tribunal.

Further information on the levy can be found at <http://emergencyservicespropertylevy.nsw.gov.au/>

Integrated Planning timeline for 2017-18

Development of draft Operational Plan, budget, Revenue Policy and Fees and Charges	February-April
Draft documents presented to Council	26 April 2017
Draft documents on public exhibition	28 April 2017-26 May 2017
Council to notify all land owners of their initial Emergency Services Property Levy (ESPL) land classification	30 April
Community feedback collated and assessed	26 May-10 July 2017
Amended documents presented to Council for adoption	28 June 2017
First rates notices (incorporating ESPL levy) issued	July 2017

Further information on the public exhibition process will be made available when the draft documents are presented to Council in April.

Recommendation

That the report be received for information.

Attachments

Nil

13.5 Q-One - Summer Activation Program (Ref: C1715792); Author: Tegart/Fulton**Report****Overview**

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 kids movie on the giant inflatable outdoor screen.

The event saw around 1000 attendees across the five nights. Captains Flat had 95 attendees, Bungendore had 153 attendees, Braidwood had 89 attendees and Queanbeyan had 561 attendees. Staff are very pleased with the attendances, especially considering:

1. The initiative has never been done before and as a trial event there was a limited marketing budget.
2. Staff also recognise that an alternate week(end) to the Australia Day celebrations would see the event have greater participation levels from residents who normally travel away during the Australia Day holiday period.

Partnership

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

Both these organisations provided all the food, water, staff and associated equipment FREE of charge. Each organisation acknowledged the opportunity to partner with Council to collaboratively support our local communities. Council thanks both Coles and IGA for this generous support, and looks forward to future collaborations.

Feedback

The event was extremely well received by residents and was even voted the number one thing to do in Canberra for the weekend of January 28 and 29. Community Feedback is contained in Attachment One.

Conclusion:

The staff who undertook this event are very proud of the outcome, as it utilised equipment owned by Council and mobilised it at minimal cost to see the benefit shared for the enjoyment of the region. The support of Coles and IGA also highlighted the strength of community collaboration in serving our community in creative and new ways.

It is hoped that with the demonstrated success of this summer activation event, that a small budget could be allowed in future years to better market the event and allow for the introduction of Q-One Performing Arts into the program as well.

Recommendation

That the report be received for information.

Attachments

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

13.6 Submission on the development of a Model Code of Meeting Practice (Ref: C176316); Author: Spyve/Spyve**Report**

At the end of November last year the Office of Local Government announced the commencement of a project to develop a Model Code of Meeting Practice for all councils in NSW. The development of a Model Code forms part of the ongoing program of local government reform initiatives which arose from the work of the Independent Local Government Review Panel and the Local Government Acts Taskforce. A circular was put out by the OLG (16-46) seeking comment from Councils on:

- How the current meeting rules prescribed by the Regulation can be improved,
- Any areas of meeting practice that are not currently prescribed that should be prescribed and any examples of better practice that could be incorporated into the non-mandatory provisions of the code.

Submissions on the proposal closed on 20 January 2017. Due to the very tight timeframe imposed by the Office of Local Government for feedback, there was not sufficient time for a draft submission to be brought before Council for its consideration. A submission was developed and is attached for information in this report.

Council is generally supportive of the initiative to develop a Model Code and believes it will provide for consistency of meeting practice across the State. Its submission raises a number of points in response to the OLG Circular (16-46) and has recommendations relating to:

1. The need to bring the disparate meeting process requirements which are currently split between the Local Government Act and the Regulation into a single reference point.
2. The need for there to be a clear definition of what the role of a Council meeting is.
3. The need to build into the Code provision for public involvement in Council meetings – currently there is no legislative requirement for a Council to have any form of public input to meeting proceedings.
4. The need to bring legislation up to date with technological advances such as the development of remote attendance at meetings and live streaming.
5. The need to refine the Notice of Motion process.
6. The development of Step-by-Step Guides to assist chairs and councilors with understanding meeting process.
7. The setting of time limits for meetings, and
8. Extending the powers of the Chair to maintain order at meetings.

The release of the Circular seeking councils' initial thoughts marks the first stage in the development of the Model Code. As the code is drafted there will be further opportunity for Council input.

Recommendation

That the report be received for information.

Attachments

Attachment 1 Attachment 1 Submission Model Code of Meeting Practice 20 January 2017
(Under Separate Cover)

13.7 Merger Transition Plan - Progress (Ref: C1722174); Author: Tegart/Tegart**Report**

Council adopted the Merger Transition Plan in October 2016. The Plan outlined Council's approach to the merger and listed the over 200 administrative 'actions' tabulated by NSW Department of Premier and Cabinet (DPC) for all merged councils to complete by various milestones. Previous reports to Council has included the DPC 'roadmap' of milestone deliverables.

The Plan also outlined the range of 'projects' aimed to transition and in some cases, transform the way the organisation plans and delivers services to the community and within the organisation.

While the 'actions' have been assigned to various staff, the 'projects' are subject to engagement of consultants, contractors or staff groups with the PMO and the \$5m funding provided by the government to assist with merger costs.

The Council recently noted the Stronger Councils performance framework devised by DPC for the merged councils, including the nomination of savings and benefits expected over the next 10 years. DPC is also preparing a benefits realisation model to monitor the financial and productivity gains, and the reinvestment of those gains into further services for the community.

The Council's Audit Risk and Improvement Committee (ARIC) commissioned a number of rolling internal audits by Oakton to monitor the progress against the Transition Plan. That report indicated, based on a sample selected, that 74% of the DPC actions were complete and 26% are underway. The audit was recently noted by the independent Implementation Advisory Group (IAG) and ARIC.

As part of the governance framework, each month an internal staff Transition Steering Group meets to monitor issues and options with the transition projects; while each quarter the IAG considers progress against the Transition Plan; then each half year, a formal report is presented for the information of Council.

Attached is the first transition progress report to December 2016.

Recommendation

That the report be received for information.

Attachments

Attachment 1 Attachment - Action Progress Report - 01052016-31122016 (*Under Separate Cover*)

COMMITTEE REPORTS

14.1 The Q Board Meeting - 30 Jan 2017 (Ref: C1712882; Author: Spyve/Fulton)

Present: Peter Bray AM (Chair), Geoff Grey, Jacqui Richards, Peter Tegart, Paul Spyve, Steve White, Stephen Pike, Deon Myburgh and Daniel Fulton.

Also Present:

Others Present: Nil.

Apologies: Peter Lindbeck.

The Committee Recommends:

1. Confirmation of Report of previous meeting held on 28 November 2016

Recommendation (Richards/Grey)

That the Report of the meeting of the Committee held on 28 November 2016 be confirmed.

TQB 01/17 That the Board Resolution Outcome Report be noted.

2. Chairperson's Report

The Chairperson, Peter Bray AM, noted that the upcoming 2017 season looked very exciting and that on behalf of the Board he wished the staff every success in the year ahead.

Recommendation (Fulton/Spyve)

TQB 02/17 The Board recommend that the Chairperson's report be noted.

3. Internal Production Review

Daniel Fulton, Manager Community Businesses, presented the Board with an internal production financial review (Attachment 1).

Recommendation (Fulton/Bray)

TQB 03/17 That the Internal Production Review be accepted.

TQB 04/17 That staff look at the development of a budget for the inclusion of a performance to be a part of the 2018 Q-One Summer Activation Program. A budget is to then be tabled at the next Q Board meeting.

4. External Hirer Review

Daniel Fulton, Manager Community Businesses, presented the Board with an external hirer financial review (Attachment 1). The review outlined the revenue generated by external hirers.

Recommendation (Spyve/Richards)

TQB 05/17 That the External Production Review be noted.

**14.1 The Q Board Meeting - 30 Jan 2017 (Ref: C1712882; Author: Spyve/Fulton)
(Continued)**

5. Promotion and Marketing Review

The Board noted the PR report.

Deon Myburgh, Marketing Supervisor, presented the Board with a report (Attachment 1) that shows the marketing channels currently being used.

Recommendation (Myburgh/Richards)

TQB 06/17 The Board noted the Publicist Report and Marketing Report.

TBQ 07/17 That the season brochure be included in the welcome packs given at the citizenship ceremonies conducted by Council.

6. Matters for Report to Council

6.1 - University of Canberra Marketing Plan Assignment: The Q

In late 2016 'The Q' collaborated with the University of Canberra to have students undertake an assignment whereby they wrote a marketing plan for 'The Q'. First prize would be \$500, second prize \$300 and third prize \$200.

The Q Board was presented with the top 12 assignments. The Board awarded first place to Kirsty Martin, second place to Tara Allen, and third place to Serena Basso.

Recommendation (Richards/Bray)

TQB 08/17 That the Marketing Supervisor contact the University of Canberra and announce individuals whose marketing plans were chosen in the Board's top three. Second that the Marketing Supervisor organise the delivery and presentation of the prize money.

TQB 09/17 That the Marketing Supervisor organise a workshop, whereby the Board and select staff from the Q can further develop the Q's brand.

6.2 - Creation of Original Work: Julia, the Musical

The Q has been working with Francesco Sofo on the development and production of 'Julia, the Musical'. Council had submitted a grant application to assist in the development and production of the musical, but were not successful in the application.

For the musical to proceed, Council is being asked to fund the musical. Two budget options are presented in attachment one.

The musical is currently the third highest seller for this year, and would be a world premiere.

14.1 The Q Board Meeting - 30 Jan 2017 (Ref: C1712882; Author: Spyve/Fulton)
(Continued)

Recommendation (Richards/Tegart)

- TQB 10/17 The Board recommends that the musical be funded by Council under Budget Option 1.
- TQB 11/17 That staff create a policy, to be tabled for adoption by Council, outlining the financial parameters of Council in supporting the creation of original works.
- TBQ 12/17 That the Program Manager discuss royalty arrangements with Francesco Sofo and provide a written agreement to the next Board Meeting.
- TBQ 13/17 That the Performing Arts Team Leader investigate the legal position of Council in relation to Council owning or co-owning the IP to a show. Information collected is to then be tabled at the next Q Board meeting.

6.3 - 50years Ago Today

The Q's Program Manager, Stephen Pike, was approached about the possibility of the show '50 years Ago Today' in the venue in 2017.

Recommendation (Spyve/Fulton)

- TQB 14/17 The Board recommends that whilst the show cannot be accommodated in the regular season, that Bicentennial Hall be offered for general hire to the group.

7. **Next Meeting**

The next meeting has been set for 27 March 2017, with the venue being Council Committee Room.

Closure

There being no further business, the Chairperson declared the meeting closed at 7.20pm.

Attachments

- Attachment 1 The Q - Board Meeting - Council Official Agenda - January 2017 (*Under Separate Cover*) - **CONFIDENTIAL**

COMMITTEE REPORTS

14.2 Queanbeyan-Palerang Regional Sports Council - 6 February 2017 (Ref: C1718994; Author: Hansen/Penman)

Present:

Peter English (BCSC), Simon Booth (QJRUFC), Phill Hawke (QSRUFC), Tanya Manning (QLSC), David McDonald (BRUC), Michael Goiser (QTSFLC), Simon France (MPFC), Allan Carpenter (Community Rep), Ken Gordon (BOZTAG), Jo Cave (BTJRLFC), Gary Bergkotte (QKJRLFC), Deb Gordon (BOZTAG), Adam Buoro (MAC), Danielle Booth (BNC), Igor Ilievski, (QCFC), Joe Sheridan (QLAC), Judy Mustard (QJTAFLC), Rob Von Schelberger (GHAFLC), Tony Rayner (BTSRLFC)

Also Present:

Tim Geyer (QPRC), Leigh Penman (QPRC)

The Committee Recommends:

Apologies:

Annette Thomas-Schumacher (JTA), Craig Thomas-Schumacher (JTA), Leigh Kiely (QKSRLFC), Jeremy Wyatt (QBSRLFC), Peter Solway (QDSCC), Paul Morshead (QDLCC), Jamie Cregan (LRC)

1. Strategic Sports Plan

Tim Geyer explained to the committee regarding the Sports Facilities Strategic Plan that has been finalised as a draft for comment and will go to the council meeting in February. Once endorsed by Council, it will be put on public exhibition for comment. Leigh Penman will advise clubs when the document goes on public exhibition and will circulate copies for comment.

2. Sportsground allocations

General discussion was held regarding the sportsground allocations.

Igor Ilievski mentioned that Queanbeyan City FC at the last meeting requested Letchworth Oval also be allocated for them for training and playing purposes from this season due to the fact of their club growing and high street only is not suitable for the size of the club currently. Simon France mentioned that Monaro Panthers are also expanding and will still need to utilise Letchworth Oval for playing and training purposes. General discussion was held regarding this situation with an outcome for the clubs involved to discuss further once finals numbers are sorted for the season, with both clubs to be fair in sharing, with other grounds like Blundell and Lambert also to be used when available.

Duncan fields is now up and ready for its first full winter season of sports, with both Rugby League and Soccer requesting to you the grounds throughout the winter season, with also rugby union wanting some limited use for preseason and end of season sevens com . Tim Geyer explained that the next fields at Googong look like being available for use in 2019 so we will have to have clubs share these facilities in the meantime. Leigh Penman handed out 3 scenarios for usage for Duncan fields to the committee to discuss and pick 1 of the scenarios.

14.2 Queanbeyan-Palerang Regional Sports Council - 6 February 2017 (Ref: C1718994; Author: Hansen/Penman) (Continued)

After a lengthy discussion the Committee decided Scenario 3 being the favoured option. Scenario 3 being Field 1 to be used for soccer playing and training. Field 2 to be used for soccer playing and training, as well as for games league/union, with training for league to take place at Lambert

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

Leigh Penman explained to the committee about the current projects that are happening with Queanbeyan area. General discussion was held regarding these projects.

4. Next Meeting is scheduled for 1 May 2017

There being no further business, the meeting closed at 7.10pm

Attachments

Nil

COMMITTEE REPORTS

**14.3 Local Traffic Committee Meeting - Minutes - 7 February 2017 (Ref: C1718856;
Author: Hansen/Wilson-Ridley)**

Present: Sam Morabito (NSW Police Rep), Kelly Cherry (RMS Rep), Rowan Carter (NSW State Member Rep), Derek Tooth (QPRC Rep).

Also Present: Treyton Proctor (QPRC), Joanne Wilson-Ridley (QPRC Road Safety Officer)

The Committee Recommends:

Apologies:**1. Confirmation of Report of previous meeting held on 6 December 2016**

That the Report of the meeting of the Committee held on 6 December 2016 be confirmed.

2. Correspondence

Local Traffic Committee received notification letters of events from headspace Queanbeyan and Historic Rally Club NSW/ACT. Both letters required no action from the committee.

3. ANZAC DAY 2017 – Queanbeyan

QPRC in conjunction with The City of Queanbeyan RLS Sub Branch and Queanbeyan Legacy intend to hold two marches for ANZAC Day on 25 April 2017.

DAWN SERVICE:

Marches for the dawn service assemble at 5.15am in front of the RSL Club on Crawford Street with the march commencing at 5.30am. The March proceeds north on Crawford Street, turns left into Monaro Street, crosses Lowe Street and halts at the Cenotaph on Lowe Street at 5.30am for a service. At the conclusion of the service, marchers about face and return on the same route back to the RSL Club.

MAIN MARCH:

Marches for the main march assemble at 10.00am in front of the RSL Club on Crawford Street with the march commencing at 10.20am. The March proceeds north on Crawford Street, turns left into Monaro Street, crosses Lowe Street before halting at the Cenotaph on Lowe Street at 10.30am for a service. At the conclusion of the service, marchers about face and return on the same route back to the RSL Club.

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

For the Dawn Service from 5.00am – 6.15am

- Monaro Street (full width) between Crawford Street and Lowe Street
- Farrer Place (full width) between Lowe Street and Cameron Road
- Crawford Street between Rutledge Street and Monaro Street
- Lowe Street south bound lane between Monaro Street and Lowe Street Carpark entrance
- Lowe Street north bound lane between Monaro Street and Cooma Street

14.3 Local Traffic Committee Meeting - Minutes - 7 February 2017 (Ref: C1718856; Author: Hansen/Wilson-Ridley) (Continued)

For the Main Service from 9.00am – 11.30am

- Monaro Street (full width) between Crawford Street and Lowe Street
- Farrer Place (full width) between Lowe Street and Cameron Road
- Crawford Street between Rutledge Street and Monaro Street
- Lowe Street south bound lane between Monaro Street and Lowe Street Carpark entrance
- Lowe Street north bound lane between Monaro Street and Cooma Street

The committee supported the event application and road closures, subject to the submission of Risk Management Plan and documentation regarding the suitability of the animals (horses) for participation in an on-road event.

LTC 01/17 Under Roads Act 1993 approve the proposed road closures for 2017 ANZAC Day Ceremonies in Queanbeyan**4. ANZAC DAY 2017 – Bungendore**

The Bungendore War Memorial S355 Committee intend to host the annual ANZAC Day ceremonies for 2017 involving a Dawn Service and Main March.

DAWN SERVICE:

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

MAIN MARCH:

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

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

For the Dawn Service from 5.30am – 7.00am

- Gibraltar Street from Majara Street to Police Station east of Butmaroo Street

For the Main Service from 10.00am – 12.30pm

- Gibraltar Street from Molonglo Street to Majara Street

The committee supported the event application and road closures noting the request to consider VMS for Gibraltar Street. The committee noted that the VMS was not required as ANZAC Day ceremonies are events expected in the local and broader community and the roads being closed are the usual local roads with sufficient notification of the closures occurring.

LTC 02/17 Under Roads Act 1993 approve the proposed road closures for 2017 ANZAC Day Ceremonies in Bungendore

**14.3 Local Traffic Committee Meeting - Minutes - 7 February 2017 (Ref: C1718856;
Author: Hansen/Wilson-Ridley) (Continued)**

5. ANZAC DAY 2017 – Captains Flat

The Captains Flat S355 Committee intend to host the annual ANZAC Day ceremonies for 2017.

The service will involve a parade commencing at the corner of Foxlow Street and Braidwood Road, proceeding along Foxlow Street to the Cenotaph on the corner of Foxlow Street and Captain Flat Road, followed by a service at the Cenotaph.

The following road closures are requested for the Captains Flat ANZAC Day event:

From 9.00am – 12.45pm

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

The committee supported the event application and road closures subject to Ambulance Services receiving notification of the road closures.

LTC 03/17 Under Roads Act 1993 approve the proposed road closures for 2017 ANZAC Day Ceremonies in Captains Flat.

6. NRL Trial Game – Seiffert Oval

QPRC will be hosting an NRL Trial game between Canberra Raiders and Newcastle Knights at Seiffert Oval on Saturday 18 February 2017.

The following road closures are requested for the event to assist in traffic management and emergency access to the oval:

- High Place – open for local traffic and approved vehicles only. The car park at Seiffert Oval will be used for the buses transporting players and limited parks for designated VIP guests.
- Powell Street – open for local traffic and approved vehicles only. There is a gate off Powell Street that accesses Seiffert Oval – organisers plan to have this area free of parked vehicles and available for emergency vehicle access.

The closures have been requested from 1.00pm – 9.00pm.

The committee supported the road closures noting Council will notify the local residents impacted by the road closures.

LTC 04/17 Under the Roads Act 1993 approve the closure of High Place and Powell Street, to all traffic except local traffic and approved vehicles from 1.00pm – 9.00pm on Saturday 18 February 2017 for the NRL Trial Game

14.3 Local Traffic Committee Meeting - Minutes - 7 February 2017 (Ref: C1718856; Author: Hansen/Wilson-Ridley) (Continued)

7. Jerrabomberra Community Car Park

The committee reviewed a request for changes at Jerrabomberra Community Car Park including installation of 'No Stopping' signs, implement timed parking for a selection of parking bays and remove loading zone. The proposed changes will ensure consistent sign posting is implemented in the car park for areas where kerbside parking is currently untimed where vehicles parking on the kerb during busy times can block access to other marked bays and also restrict the travel lane for flow of traffic. The timed parking is aiming to assist in reducing congestion within the car park at busy times. The removal of the loading zone also aims to assist in reducing congestion in the travel lane noting this bay is being incorrectly used by parked vehicles. Consultation with staff managing the Community Centre noted their support for the changes, considering usage of community centre patrons. The committee supported the proposed changes.

LTC 05/17 Under the Road Transport Act 2013 install 'No Stopping' signs, remove the 'Loading Zone' and implement 2 hour timed parking for 30 marked parking bays as per the concept design at Jerrabomberra Community Car Park

8. Early Street – Line Marking

A report was tabled proposing line marking changes on Early Street to address safety at sections of the road where on-street parking is occurring near bends in the road. Safety investigations noted double barrier lines preventing on-street parking in other sections of Early Street noting conditions such as rises or obscured sight distances. Additional line marking is proposed west of Breden Place where there are bends in the road near intersections noting sight distance concerns. Speed and traffic data was reviewed along with crash history. The investigation also recommended replacing the 'Give Way' sign at the intersection of Early Street/Agnes Street with a 'Stop Sign'. This is to address concerns about obscured sight distances for vehicles approaching the intersection driving south on Agnes Street, noting the descending slope of the road which may encourage increased speeds. The committee supported the proposed changes, noting no installation of 'No Stopping' signs at this stage with compliance currently achieved in other areas of Early Street with the line-marking.

LTC 06/17 Under the Road Transport Act 2013 install additional line marking on Early Street as per design and replace the 'Give Way' sign with a 'Stop Sign' at the intersection of Early Street/Agnes Avenue.

9. Disability Parking at Freebody Oval

The committee reviewed a report to implement two disability car parking bays at Freebody Oval. Council has received request from Queanbeyan West Public School and a number of parents to investigate additional disability parking at the school. Investigation into possible locations found the roads surrounding Queanbeyan West Public School do not comply with the gradient requirements for Australian Standards for disability parking. The parking bays at Freebody Oval are located across the road from the school and do comply with the standard requirements. The car park features a 20m path linking it to the children's crossing on Richard Avenue that delivers pedestrians to the school's gate. The car park is used by school parents and in implementing disability parking at Freebody Oval the parking would provide off-road disability facility with a shared zone enabling loading and unloading of passengers away from road traffic. Consultation with staff managing the oval were in support of the disability parking noting the added facility could be used by clubs using the oval outside of school hours. The committee supported the proposed changes

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LTC 07/17 Under the Road Transport Act 2013 install two disability car parking bays with required shared zone at Freebody Oval as per design.

10. Morisset Street Car Park – Loading Zone Extension

The committee reviewed a report to extend Loading Zone at Morisset Street Car Park to address increased usage. The current loading zone, located at the rear of Salvation Army premises has shared usage, with loading zone sign posted for specified times and outside these times the bays are sign posted for 2 hour parking. To assist in the usage and availability of the loading zone it was proposed to extend the loading zone and to remove the shared usage of the '2 hour parking'. The committee noted additional '2 hour parking' bays at the corner of the car park and recommended these bays also be included in the 'No Stopping' zone to assist in safety. The design will be updated to reflect this recommendation

LTC 08/17 Under the Road Transport Act 2013 extend the loading zone in Morisset Street Car Park as per concept design.

11. General Business

- **Bus Safety in Morisset Street**

Discussion regarding bus navigation on Morisset Street noting different proposals have been investigated to re-design current navigation, including 'Bus Only' lane. Noted that 'Bus Safety' was promoted by Council in November for 'Bus Aware Week' including promotion in the community on the rules for vehicles 'Giving Way' to buses.

- **IGA at Bungendore**

Discussion regarding IGA at Bungendore which will open shortly located on Malbon Street noting traffic directions for the premise may need review once usage of the premise becomes evident

- **Loading Zones in Private Car Parks**

Discussion noting recent request regarding loading zones in private car parks. Confirmed these are not gazetted car parks and are usually a requirement of the DA and for use and maintenance by the private business

12. Next Meeting

Tuesday 4 April 2017, 12pm

There being no further business, the meeting closed at 1.50pm

Attachments

Nil

18 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.