



Ordinary Meeting of Council

AGENDA

28 February 2018

Commencing at 5:30PM

**Council Chambers
10 Majara Street
Bungendore**

On-site Inspections - Nil

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

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Nil

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Confidential - Not for Publication

20 REPORTS FOR CLOSED SESSION

20.1 Quarterly Legal Update - February 2018

"Item 20.1 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

LIST OF ATTACHMENTS –

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

Open Attachments

- Item 12.1 Outcome of Consultation on Potential Skate Park Locations in Braidwood
 - Attachment 1 Skate park consultation - summary (Under Separate Cover)*
 - Attachment 2 Combined redacted submissions on skate park location consultation (Under Separate Cover)*
- Item 12.2 Town Centre Improvements - Braidwood
 - Attachment 1 Braidwood CBD and Ryrie Park Opportunities and Concept Plans (Under Separate Cover)*
 - Attachment 2 Community Feedback Report - Braidwood (Under Separate Cover)*
 - Attachment 3 Braidwood Petition and Support from Business Owners (Under Separate Cover)*
- Item 12.3 Amendment to South Jerrabomberra Development Control Plan 2015
 - Attachment 1 Summary and Assessment of Submissions - Amendment to SJ DCP 2015 (Under Separate Cover)*
 - Attachment 2 Amended South Jerrabomberra DCP 2015 - Appendix 3 - Neighbourhood Structure Plans - February 2018 (Under Separate Cover)*
- Item 12.4 Draft Local Infrastructure Contributions Plan - South Jerrabomberra
 - Attachment 1 Draft South Jerrabomberra Local Infrastructure Contributions Plan 2018 (Under Separate Cover)*
 - Attachment 2 Draft Works Schedule (Under Separate Cover)*
- Item 12.7 Majara Street Planning Proposal
 - Attachment 1 Combined Majara Street Planning Proposal Documents (Under Separate Cover)*
 - Attachment 2 Gateway Determination for Planning proposal to amend Palerang Local Environmental Plan 2014 - Majara Street Bungendore (PP_2017_QPREG-001-00) (Under Separate Cover)*
 - Attachment 3 Planning Proposals Relating to Bungendore and its Immediate Surrounds and the Review of the Structure Plan - Council - 25 January 2017 (Under Separate Cover)*
 - Attachment 4 FINAL Noise Assessment for Majara Street Planning*

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- Proposal, Bungendore (Under Separate Cover)*
- Attachment 5 *FINAL Noise Assessment for Majara Street Planning Proposal (Under Separate Cover)*
- Attachment 6 *Combined Redacted Submissions - Majara Street Planning Proposal - 2017 (Under Separate Cover)*
- Attachment 7 *Public Exhibition report on Majara Street Planning Proposal (Under Separate Cover)*
- Item 12.9 Queens Bridge Approach Enhancement
- Attachment 1 *Concept Plan Scale 1_1200 Queens Bridge Approach 2 (Under Separate Cover)*
- Attachment 2 *Detailed Plan Scale 1_500 Queens Bridge Approach (Under Separate Cover)*
- Attachment 3 *Queens Bridge Approach - Engagement Summary (Under Separate Cover)*
- Item 12.10 Six monthly update on Operational Plan
- Attachment 1 *Six-monthly report - July-December 2017 (Under Separate Cover)*
- Item 12.12 Investment Report - January 2018
- Attachment 1 *Investment Report - January 2018 - Attachment 1 - 28 February 2018 (Under Separate Cover)*
- Item 12.13 Submission on Consultation Draft - New Model Code of Meeting Practice
- Attachment 1 *QPRC draft submission as originally circulated on the OLG's Consultation Draft of new Model Code of Meeting Practice (Under Separate Cover)*
- Attachment 2 *Cr Marshall's comments on the draft submission (Under Separate Cover)*
- Attachment 3 *Cr Harrison's comments on the draft submission (Under Separate Cover)*
- Item 12.17 QPRC Events Strategy
- Attachment 1 *QPRC Events Strategy - Final Draft (Under Separate Cover)*
- Item 12.18 Policy for Engagement of Volunteers
- Attachment 1 *Draft Policy for the Engagement of Volunteers (Under Separate Cover)*
- Attachment 2 *National Standards for Volunteer Involvement 2015 (Under Separate Cover)*
- Item 12.19 Draft QPRC Social Media Policy
- Attachment 1 *Draft QPRC Social Media Policy - February 2018 (Under Separate Cover)*
- Item 12.22 Submission - NSW Freight and Ports Plan
- Attachment 1 *Freight Submission Overview (Under Separate Cover)*
- Item 12.23 Special Heritage Fund - 2017/2018
- Attachment 5 *Special Heritage Fund Guidelines and Application Form - 2017 (Under Separate Cover)*
- Item 14.3 Canning Close Reserve s.355 Committee AGM minutes
- Attachment 1 *Minutes of the Canning Close Serve s.355 Committee's AGM 23 November 2017 (Under Separate Cover)*
- Item 14.4 Wamboin Hall Management s.355 Committee Minutes
- Attachment 1 *Wamboin Hall Management s.355 Committee minutes 7 December 2017 (Under Separate Cover)*

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- Item 14.6 Braidwood Showground Reserve Trust s.355 Committee minutes
Attachment 1 Minutes of the Braidwood Showground Reserve Trust s.355 Committee meeting held on 23 November 2017 (Under Separate Cover)
- Item 14.7 Bungendore War Memorial s.355 Committee minutes
Attachment 1 Minutes of the Bungendore War Memorial s.355 Committee meeting held on 7 September 2017 (Under Separate Cover)
Attachment 2 Minutes of the Bungendore War Memorial s.355 Committee meeting held on 2 November 2017 (Under Separate Cover)
Attachment 3 Informal notes taken at meeting of the Bungendore War Memorial s.355 Committee meeting on 5 October 2017 (Under Separate Cover)
- Item 14.9 Audit, Risk and Improvement Committee Meeting of 5 December 2017
Attachment 1 05 December 2017 - Audit, Risk and Improvement Committee - Minutes (Under Separate Cover)
Attachment 2 Attachment B - Committee annual report to Council for 2016-17 (Under Separate Cover)
- Item 16.1 Responses to Councillors' Questions
Attachment 1 Responses to Councillors' Questions (Under Separate Cover)
Attachment 2 Question 61 - Googong Road and Old Cooma Road Intersection (Under Separate Cover)

Closed Attachments

- Item 12.1 Item 12.1 Outcome of Consultation on Potential Skate Park Locations in Braidwood
Attachment 3 Petition Calling for Skate Elements in Ryrie Park, Braidwood (Under Separate Cover)
Attachment 4 Petition Calling for Skate Facility at Braidwood Recreational Ground (Under Separate Cover)
- Item 12.3 Amendment to South Jerrabomberra Development Control Plan 2015
Attachment 3 Letter From Submitter (Under Separate Cover)
- Item 12.5 Proposed South Tralee Essential Infrastructure Agreement
Attachment 1 South Tralee Essential Infrastructure Agreement - Draft Exhibition Version - Confidential (Under Separate Cover)
- Item 12.15 Wood Dust - The Australian International Timber and Woodworking Festival
Attachment 1 Wood Dust - Proposal - Council Report - Feb 2018- Attachment (Under Separate Cover)
- Item 12.20 Panel Contract for Periodic Dewatering of Sludge Services
Attachment 1 T401718QPRC Tender Evaluation Report (Under Separate Cover)
- Item 12.21 RFT 04-2017 Macs Reef Road Landfill Closure Tender
Attachment 1 RFT 04-2017 Macs Reef Landfill Capping Construction Tender Evaluation Report (Under Separate Cover)
- Item 12.23 Special Heritage Fund - 2017/2018
Attachment 1 Summary Table - Applications for Special Heritage Fund 2018 (Under Separate Cover)
Attachment 2 Application A - Special Heritage Fund Application - Queanbeyan (Under Separate Cover)
Attachment 3 Application A - Quotations Summary (Under Separate

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Cover)

*Attachment 4 Application B - Special Heritage Fund Application -
Braidwood (Under Separate Cover)*

Item 14.1 The Q Board Report - January 2018

*Attachment 1 The Q - Board Meeting - Council Official Agenda - January
2018 (Under Separate Cover)*

Item 16.1 Responses to Councillors' Questions

*Attachment 3 Responses to Councillors' Questions - with CIC (Under
Separate Cover)*

*Attachment 4 Question 14 - Update on Compliance Matters (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, 24 January 2018 commencing at 5.30pm.

1. OPENING

ATTENDANCE

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

Staff: P Tegart, CEO/General Manager; M Thompson, Portfolio General Manager Natural and Built Character; P Hansen, Portfolio General Manager Community Connections; J Richards, Portfolio General Manager Community Choice; P Neil, Portfolio General Manager Organisational Capability and S Taylor, Service Manager Finance.

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

2. APOLOGIES

001/18

RESOLVED (Taylor/Schweikert)

The apology for absence received from Cr Noveska be accepted and leave of absence be granted.

The resolution was carried unanimously.

3. DISCLOSURES OF PECUNIARY INTERESTS

002/18

RESOLVED (Overall/Taylor)

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

The resolution was carried unanimously.

There were no disclosures.

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 13 December 2017**

003/18

RESOLVED (Taylor/Schweikert)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 13 December 2017 be confirmed.

The resolution was carried unanimously.

5. PRESENTATION BY DEPARTMENTAL OR OTHER REPRESENTATIVES

There were no presenters.

6. BUSINESS ARISING FROM THE MINUTES

There was no business arising.

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

004/18

RESOLVED (Winchester/Bray)

That all presenters be heard.

The resolution was carried unanimously.

Mr Alan Longhurst – Item 12.1 - Modification Application MOD.2017.108 - Modify Conditions of Consent DA.2014.253 - Subdivision 64 Molonglo Place, Carwoola

Mr David Shlager – Item 12.1 - Modification Application MOD.2017.108 - Modify Conditions of Consent DA.2014.253 - Subdivision 64 Molonglo Place, Carwoola

Ms Kate Soulsby – Item 12.2 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Ms Annabel Beith – Item 12.2 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Mr Rob Beith – Item 12.2 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Mr John Taylor – Item 12.2 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Ms Alix Burnett – Item 12.2 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Mr Alan Longhurst – Item 12.2 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

8. MAYORAL REPORT

There was no Mayoral Report.

9. MAYORAL MINUTE

There were no Mayoral Minutes.

10. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

PROCEDURAL MOTION

005/18

RESOLVED (Marshall/Winchester)

That Items 12.1 and 12.2 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

12. ITEMS FOR DETERMINATION**12.1 Modification Application MOD.2017.108 - Modify Conditions of Consent DA.2014.253 - Subdivision 64 Molonglo Place, Carwoola****MOVED (Hicks/Winchester)**

1. That modification application MOD.2017.108 to modify condition 8 of DA.2014.253 to remove the requirement for the connection of each allotment to the electricity supply network be refused for the following reasons.

Reasons for Refusal:

- (a) Clause 6.11 of the PLEP 2014 that requires essential services, including the supply of electricity be available, has not been met.
- (b) Section 13.1 of the Yarrawlumla DCP 2002, that requires high tension power lines be provided by the developer to the boundary of all additional lots created in accordance with the requirements of the electricity supply body, has not been met.
- (c) Approval of the proposed modification request would place an unreasonable burden upon future owners of the proposed lots should they chose to connect to the electricity supply at any time and as such is considered to be contrary to the public interest.
- (d) Approval of the modification would set an undesirable precedent for development of residential subdivision allowing costs that should be borne by the developer to be avoided and transferred to individual lot owners.

Cr Marshall foreshadowed a CONTRARY motion: [That modification application MOD.2017.108 be approved by inclusion of conditions suggested in the report]

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

006/18

RESOLVED (Hicks/Winchester)

1. That modification application MOD.2017.108 to modify condition 8 of DA.2014.253 to remove the requirement for the connection of each allotment to the electricity supply network be refused for the following reasons.

Reasons for Refusal:

- a. Clause 6.11 of the PLEP 2014 that requires essential services, including the supply of electricity be available, has not been met.
- b. Section 13.1 of the Yarrowlumla DCP 2002, that requires high tension power lines be provided by the developer to the boundary of all additional lots created in accordance with the requirements of the electricity supply body, has not been met.
- c. Approval of the proposed modification request would place an unreasonable burden upon future owners of the proposed lots should they chose to connect to the electricity supply at any time and as such is considered to be contrary to the public interest.
- d. Approval of the modification would set an undesirable precedent for development of residential subdivision allowing costs that should be borne by the developer to be avoided and transferred to individual lot owners.

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

12.2 Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore – Modification

MOVED (Taylor/Biscotti)

That this item of business be deferred for consideration by Council following a site inspection.

Cr Winchester foreshadowed a CONTRARY motion:

[“That Modification Application MOD.2017.060 to modify DA.2016.009 by the inclusion of dormer windows to the attic and construction of an external staircase to access that attic be approved, except for the dormer windows on the southern elevation which are not approved and shall be deleted from the plans.]

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

007/18

RESOLVED (Taylor/Biscotti)

That this item of business be deferred for consideration by Council following a site inspection.

The resolution was carried unanimously.

11. NOTICES OF MOTIONS

11.1 Rates Issues

MOVED (Marshall/Winchester)

That Council:

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

AMENDMENT (Schweikert/Biscotti)

That:

1. The Delivery Program include a review of the rating structures and the harmonisation of former Queanbeyan and Palerang Council rates with special consideration for harmonisation of Googong Township residential rates with Queanbeyan and Jerrabomberra residential rates, to apply following the rate path freeze ending 2020/21.
2. Council write to the NSW Government requesting they implement an annual increase in the pensioner rebates.

During discussion, Cr Brown raised a point of order requesting Council deal with the amendment not the original motion. The Mayor ruled against the point of order allowing the mover of the motion to speak.

The AMENDMENT (of Crs Schweikert and Biscotti) was PUT and CARRIED.

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

Against: Crs Brown and Marshall

The amendment became the motion which was PUT and CARRIED.

008/18

RESOLVED (Schweikert/Biscotti)

That:

1. The Delivery Program include a review of the rating structures and the harmonisation of former Queanbeyan and Palerang Council rates with special consideration for harmonisation of Googong Township residential rates with Queanbeyan and Jerrabomberra residential rates, to apply following the rate path freeze ending 2020/21.
2. Council write to the NSW Government requesting they implement an annual increase in the pensioner rebates.

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

Against: Cr Marshall

11.2 Australia Day

MOVED (Hicks/Schweikert)

That:

1. Council affirms its support for Australia Day on 26 January each year.
2. Crs Hicks and Schweikert, and any other Councillors who wish to nominate, be included in the Australia Day Organising Committee.

Cr Marshall foreshadowed a CONTRARY motion: ["That Council consult the QPRC Consultative Committee on Aboriginal Affairs about Australia Day issues."]

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

009/18

RESOLVED (Hicks/Schweikert)

That:

1. Council affirms its support for Australia Day on 26 January each year.
2. Crs Hicks and Schweikert, and any other Councillors who wish to nominate, be included in the Australia Day Organising Committee.

For: Crs Biscotti, Bray, Brown, Hicks, Overall, Schweikert, Taylor and Winchester

Against: Cr Marshall and Cr Harrison (did not vote)

11.3 Implementation of the Palerang Waste Management Strategy 2015 to 2035

010/18

RESOLVED (Marshall/Hicks)

That Council request a report from the CEO/General Manager on the progress of implementation of the Palerang Waste Management Strategy 2015 to 2035, including the potential for minor improvements, additions and revisions to it as a result of developments since it was finalised.

The resolution was carried unanimously.

12. ITEMS FOR DETERMINATION**12.1 Modification Application MOD.2017.108 - Modify Conditions of Consent DA.2014.253 - Subdivision 64 Molonglo Place, Carwoola**

This item was dealt with in earlier business.

12.2 Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore – Modification

This item was dealt with in earlier business.

12.3 Investment Report - November 2017

011/18

RESOLVED (Bray/Winchester)

That Council:

1. Note the investment income for November 2017 was \$560,367 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2017/18 Financial Year to \$2,383,242 which is \$609,464 above the year to date budget within the Operational Plan.
2. Note the investment portfolio has been made in accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2005.
3. Adopt the Investment Report for the month of November 2017.

The resolution was carried unanimously.

12.4 Investment Report - December 2017

012/18

RESOLVED (Bray/Winchester)

That Council:

1. Note the investment income for December 2017 was \$347,154 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2017/18 Financial Year to \$2,730,396 which is \$594,729 above the year to date budget within the Operational Plan.
2. Note the investment portfolio has been made in accordance with the Local Government Act 1993, and the Local Government (General) Regulation 2005.
3. Adopt the Investment Report for the month of December 2017.

The resolution was carried unanimously.

12.5 Road Naming Proposal - Nightjar Road - Road 1009 – Jerrabattgulla

013/18

RESOLVED (Harrison/Taylor)

That Council:

1. Adopt in principal the name 'Nightjar Road' for the Right of Carriageway accessed from Cooma Road approximately 400m north of the intersection with Jerrabattgulla Road. The road is to be marked as 'Private' and 'No Through Road'.
2. Publish a notice in the NSW Government Gazette to that affect.
3. Allocate addresses, install signage and notify residents.

The resolution was carried unanimously.

12.6 Road Naming Proposal - Percheron Road - Road 1025 - Durran Durra**MOVED (Taylor/Schweikert)**

That Council:

1. Adopt in principle the name 'Percheron Road' for the Right of Carriageway accessed from Nerriga Road that continues south-east through to Back Creek Road. It intersects with Cookanulla Road approximately 2.75km in from Nerriga Road and continues on after that. The road is to be marked as 'Private' and 'No Through Road'.
2. Publish a notice in the NSW Government Gazette to that affect.
3. Allocate addresses, install signage and notify residents.

Cr Marshall foreshadowed a CONTRARY motion:

["That Council:

1. Adopt in principle the name 'Mill Road' for the Right of Carriageway accessed from Nerriga Road that continues south-east through to Back Creek Road. It intersects with Cookanulla Road approximately 2.75km in from Nerriga Road and continues on after that. The road is to be marked as 'Private' and 'No Through Road'.
2. Publish a notice in the NSW Government Gazette to that affect.
3. Allocate addresses, install signage and notify residents."]

The Mayor foreshadowed a CONTRARY motion: ["That Council staff give further consideration to this matter and present further options for an alternative name."]

The foreshadowed contrary motion (of Cr Marshall) was WITHDRAWN by the mover.

The motion (of Crs Taylor and Schweikert) was WITHDRAWN by the mover with the consent of the seconder.

The foreshadowed motion (of Cr Overall) was brought forward, seconded by Cr Winchester, PUT and CARRIED.

014/18

RESOLVED (Overall/Winchester)

That Council staff give further consideration to this matter and present further options for an alternative name.

The resolution was carried unanimously.

12.7 Road Naming Proposal - Maslin Place - New Subdivision – Bungendore

015/18

RESOLVED (Schweikert/Taylor)

That Council:

1. Adopt in principle the name 'Maslin Place' as the proposed name for the new road created within the subject subdivision subject to concurrence from the Geographical Names Board.
2. Advertise the name for public comment for 30 days.
3. If no objections are received, publish a notice in the NSW Government Gazette.
4. Include on the street sign a commemoration to the individual's contribution to World War 1.

The resolution was carried unanimously.

12.8 Road Naming Proposal - Wallaby Rise - New Subdivision – Royalla

016/18

RESOLVED (Brown/Hicks)

That Council:

1. Adopt in principle the name 'Wallaby Rise' as the proposed name for the newly created "Road 2" within the subject subdivision.
2. Advertise the name for public comment for 30 days.
3. If no objections are received, publish a notice in the NSW Government Gazette.

The resolution was carried unanimously.

12.9 Naming of Dog Park at Googong - Barkley Park

017/18

RESOLVED (Biscotti/Schweikert)

That the new dog park located on Council's reserve at Lot 986 DP1208230, No.46 Duncan Loop, Googong be named "Barkley Park".

The resolution was carried unanimously.

12.10 Queen Elizabeth II Park Amphitheatre Steps Design Competition

018/18

RESOLVED (Bray/Taylor)

That no further action be taken regarding the Queen Elizabeth II Park Amphitheatre Steps Design competition.

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

Against: Crs Brown, Marshall and Winchester

12.11 Suspension of Alcohol Free Zone for Community Events

019/18

RESOLVED (Brown/Harrison)

That Council approve the suspension of the Alcohol-Free Zone in the Queen Elizabeth II Park on Saturday 17 February 2018 and Saturday 3 March 2018 from 5.30-10.00pm for the Shakespeare in the Park and Canberra Symphony Orchestra events.

The resolution was carried unanimously.

12.12 Proposal for membership of a new Joint Organisation**MOVED (Brown/Schweikert)**

That, in accordance with Part 7 of Chapter 12 of the *Local Government Act 1993* (the Act), Queanbeyan-Palerang Regional Council (QPRC) resolves:

1. That Council inform the Minister for Local Government (the Minister) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation in accordance with this resolution.
2. To approve the inclusion of the QPRC's LGA in the Joint Organisation's area.
3. That the Joint Organisation be established to cover the QPRC's LGA and any one or more of the following council areas:
 - (a) Bega Valley
 - (b) Upper Lachlan
 - (c) Eurobodalla
 - (d) Yass Valley
 - (e) Snowy Monaro
 - (f) Goulburn Mulwaree
 - (g) Hilltops
 - (h) Wingecarribee (subject to their agreement)
4. To support the name of the Joint Organisation as the South East Joint Organisation.
5. That, on the expiry of a period of 28 days from the making of this resolution, the CEO/General Manager provide the Minister:
 - (a) with a copy of this resolution including the date on which Council made this resolution, and
 - (b) inform the Minister that this resolution has not been rescinded, for the purpose of the Minister issuing a certificate under s.400P of the Act.

AMENDMENT (Harrison/Overall)

That, in accordance with Part 7 of Chapter 12 of the *Local Government Act 1993* (the Act), Queanbeyan-Palerang Regional Council (QPRC) resolves:

1. That Council inform the Minister for Local Government (the Minister) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation in accordance with this resolution.
2. To approve the inclusion of the QPRC's LGA in the Joint Organisation's area.
3. That the Joint Organisation be established to cover the QPRC's LGA and any one or more of the following council areas:
 - (a) Bega Valley
 - (b) Upper Lachlan
 - (c) Eurobodalla
 - (d) Yass Valley
 - (e) Snowy Monaro

- (f) Goulburn Mulwaree
 - (g) Hilltops
 - (h) Wingecarribee (subject to their agreement)
- 4. To support the name of the Joint Organisation as the Canberra Region Joint Organisation.
 - 5. That, on the expiry of a period of 28 days from the making of this resolution, the CEO/General Manager provide the Minister:
 - (a) with a copy of this resolution including the date on which Council made this resolution, and
 - (b) inform the Minister that this resolution has not been rescinded, for the purpose of the Minister issuing a certificate under s.400P of the Act.

The AMENDMENT (of Crs Harrison and Overall) was PUT with the following result:

For: Crs Harrison, Hicks, Marshall, Overall and Taylor

Against: Crs Biscotti, Bray, Brown, Schweikert and Winchester

With the vote being five-all, the Mayor exercised his casting vote and declared the amendment CARRIED.

The amendment became the motion which was PUT and CARRIED.

020/18

RESOLVED (Harrison/Overall)

That, in accordance with Part 7 of Chapter 12 of the *Local Government Act 1993* (the Act), Queanbeyan-Palerang Regional Council (QPRC) resolves:

1. That Council inform the Minister for Local Government (the Minister) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation in accordance with this resolution.
2. To approve the inclusion of the QPRC's LGA in the Joint Organisation's area.
3. That the Joint Organisation be established to cover the QPRC's LGA and any one or more of the following council areas:
 - (a) Bega Valley
 - (b) Upper Lachlan
 - (c) Eurobodalla
 - (d) Yass Valley
 - (e) Snowy Monaro
 - (f) Goulburn Mulwaree
 - (g) Hilltops
 - (h) Wingecarribee (subject to their agreement)
4. To support the name of the Joint Organisation as the Canberra Region Joint Organisation.
5. That, on the expiry of a period of 28 days from the making of this resolution, the CEO/General Manager provide the Minister:
 - (a) with a copy of this resolution including the date on which Council made this resolution, and
 - (b) inform the Minister that this resolution has not been rescinded, for the purpose of the Minister issuing a certificate under s.400P of the Act.

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

Against: Cr Brown

12.13 Proposed Licence Agreement - Majors Creek Recreation Reserve

021/18

RESOLVED (Hicks/Marshall)

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

The resolution was carried unanimously.

12.14 Draft Social Media and Media Policies

022/18

RESOLVED (Marshall/Taylor)

That Council:

1. Formally adopt the QPRC Media Policy 2018.
2. Defer consideration of the QPRC Social Media Policy 2018.
3. Note that by adopting the QPRC Media Policy 2018, the following policies are rescinded:
 - a. the former Palerang Council Media Policy 2014
 - b. the former Queanbeyan City Council Contact with Media Policy 2013

The resolution was carried unanimously.

ADJOURNMENT: The meeting adjourned at 7.31pm and resumed at 7.52pm.**12.15 Cultural Arts Assistance Scheme application for Waitangi Day 2018 event**

023/18

RESOLVED (Marshall/Bray)

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 the Waitangi Day 2018 celebration in Queanbeyan Park.

The resolution was carried unanimously.

12.16 Staff Report on the QPRC Annual Arts Trail Event

024/18

RESOLVED (Brown/Taylor)

That Council:

1. Acknowledge the Arts Trail event as a significant annual community arts event that attracts hundreds of visitors to the region, whilst supporting and promoting the regions visual artists and galleries.
2. Consider the annual allocation of \$10,000 budget to Cultural Development to allow the now larger annual QPRC Arts Trail event to continue to be appropriately promoted and marketed.

The resolution was carried unanimously.

12.17 QPRC Workplace Surveillance Policy 2017

025/18

RESOLVED (Hicks/Harrison)

That Council adopt the QPRC Workplace Surveillance Policy 2017.

The resolution was carried unanimously.

12.18 Register of Declarations of Interests and Other Matters

026/18

RESOLVED (Schweikert/Harrison)

That, in accordance with s450A of the Local Government Act 1993, the register of annual returns of disclosures of interest and other matters by Councillors as at 15 September 2017, be tabled.

The resolution was carried unanimously.

13. ITEMS FOR INFORMATION**13.1 Joint Regional Planning Panel Approval of Development Application 123-2017 for Subdivision of Neighbourhood 2 at Googong Urban Release Area**

027/18

RESOLVED (Harrison/Taylor)

That the report be received for information.

The resolution was carried unanimously.

13.2 Integrated Planning schedule for 2018-19

028/18

RESOLVED (Marshall/Harrison)

That the report be received for information.

The resolution was carried unanimously.

13.3 Delivery Program 2018-21 - Stage 1 community engagement

029/18

RESOLVED (Marshall/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

13.4 Carwoola Bushfire Appeal Panel

030/18

RESOLVED (Taylor/Overall)

That the report be received for information.

The resolution was carried unanimously.

13.5 Moore Park Skate Park Project

031/18

RESOLVED (Schweikert/Taylor)

That the report be received for information.

The resolution was carried unanimously.

13.6 Joint Organisations

032/18

RESOLVED (Harrison/Taylor)

That the report be received for information.

The resolution was carried unanimously.

033/18 **13.7 Building Better Regions Fund Grant**
RESOLVED (Harrison/Brown)
That the report be received for information.

The resolution was carried unanimously.

034/18 **13.8 Braidwood and Bungendore Shop and Win Initiative**
RESOLVED (Harrison/Schweikert)
That the report be received for information.

The resolution was carried unanimously.

035/18 **13.9 Conduct of Australia Day Event**
RESOLVED (Harrison/Brown)
That the report be received for information.

The resolution was carried unanimously.

036/18 **13.10 Status Report**
RESOLVED (Harrison/Taylor)
That the report be received for information.

The resolution was carried unanimously.

14. COMMITTEE REPORTS AND RECOMMENDATIONS

037/18 **14.1 Queanbeyan-Palerang Sports Council - 6 November 2017**
RESOLVED (Hicks/Biscotti)
That Council note the minutes of Queanbeyan-Palerang Sports Council held on 6 November 2017.

The resolution was carried unanimously.

038/18 **14.2 The Q Board - November 2017**
RESOLVED (Taylor/Brown)
That Council:

1. Note the minutes of The Q Board held on 20 November 2017.
2. Adopt recommendations the following recommendations from the meeting held on 20 November 2017.

TBQ 27/17 - That the Chair Person's Report and appointments to the membership of the Q Board be received for information and endorsement.

The resolution was carried unanimously.

14.3 Local Traffic Committee Minutes - 5 December 2017

039/18

RESOLVED (Schweikert/Harrison)

That Council:

1. Note the minutes of Local Traffic Committee Meeting held on 5 December 2017.
2. Adopt recommendations LTC 32/17 to LTC 41/17 from the meeting held on 5 December 2017.

LTC 32/17 Cr Mark Schweikert appointed Chair of Committee

LTC 33/17 Under the Roads Act 2013 approve the installation of a bus stop on Cooma Street between Southbar Road and Queenbar Road on the western side of the road as per the design.

LTC 34/17 Under the Roads Transport Act 2013 approve the extended line-marking and relocation of advisory signage on Buttle street and Tennyson Drive as per design.

LTC 35/17 The committee recommended further consultation be undertaken with the School's P&C, post office and School of Arts users before the design is finalised and presented be to the next LTC meeting for consideration.

LTC 36/17 Under the Road Transport Act 2013 approval to implement signage and line marking in the Morisset Street carpark as per the attached design.

LTC 37/17 Under the Road Transport Act 2013 approval to install 'No Stopping' signs at the intersection of Caragh Avenue and Aprasia Avenue as per the design.

LTC 38/17 Under the Roads Act 1993 approve the closure of 8 car parking spaces outside the church in Rutledge Street and one additional park in Crawford St for Queanbeyan Uniting Church Spring Fair on Saturday 25 October between 5.45am and 2pm

LTC 39/17 Under the Roads Act 1993 close the following roads in Googong on Saturday 3 February 2018 from 3:30pm – 10:00pm for Googfest:

- ☐ Googong Road approximately 200m to the west of Beltana Avenue (Googong Rd to remain open for local traffic only)
- ☐ Hearne St – between Rockley Parade and Gorman Drive

LTC 40/17 updated TMP and TCP to come next meeting

LTC 41/17 no initial comments, LTC to deliberate and provide feedback

3. Delegate the authority to the CEO/General Manager to determine the Googfest traffic management plan.

The resolution was carried unanimously.

15. DELEGATES' REPORTS

There were no Delegates' reports.

16. RESPONSES TO COUNCILLORS' QUESTIONS

16.1 Responses to Councillors' Questions

040/18

RESOLVED (Bray/Harrison)

That the report be received for information.

The resolution was carried unanimously.

17. MATTERS OF WHICH NOTICE HAS NOT BEEN GIVEN BUT RULED BY THE CHAIR TO BE CONSIDERED

There were no matters.

18. COUNCILLORS' QUESTIONS FOR NEXT MEETING

1. Cr Schweikert referred to Q.37 - the taxi sign on Kings Highway in the Councillors' questions table, advising the applicant/owner is awaiting a response from Council.
2. Cr Schweikert referred to business trading hours during Easter, and queried whether, as this is not part of the Schedule applying to the LGA, a development application would be required for businesses to expand their trading hours.
3. Cr Schweikert referred to the motion at the 13 December 2017 meeting regarding the Wamboin/Bywong RU5 assessment and queried how properties are going to be assessed.
4. Cr Schweikert referred to Turallo Creek and the blockages in the creek due to dead wood, and requested an information report on the matter. The Mayor advised an information report was provided to Council previously. Council's Portfolio General Manager Natural and Built Character advised that Landcare have done some work on Turallo Creek and another information report will be brought to Council.
5. Cr Schweikert requested the application for a bus stop on Ashby Drive be followed up.
6. Cr Winchester queried if the potential exists for a dedicated left turning lane, similar to the intersection of Canberra Avenue and Ross Road (and many other intersections), at the newly upgraded intersection of Cooma Street and Barracks Flat Drive, and whether this had been considered prior to the upgrade being completed.

7. Cr Winchester requested Councillors be provided with information regarding the maintenance schedule currently in place for the region, and in particular Googong, as there have been many complaints received regarding overgrown weeds in the area, particularly in and around Beltana Park.

8. Cr Winchester requested Councillors be provided with information regarding trolley collection in Queanbeyan and potential ways to reduce the number of abandoned trolleys in the town.

9. Cr Winchester referred to Canberra Avenue and Stornaway Road and asked if a report is being prepared for the Local Traffic Committee regarding this intersection. The Portfolio General Manager Community Connection replied that there would be a report but only if there are changes recommended.

10. Cr Winchester referred to question 39 regarding the shoes hanging from electrical wires and requested a response.

11. Cr Winchester referred to question 34 regarding the Queanbeyan Caravan Park Trust and asked whether it was a Committee of the Whole; if so when would it meet as it had not as yet. The CEO/General Manager advised that it would meet soon.

12. Cr Marshall referred to the Councillors' Questions Table and asked if those which were simply service requests could be removed from the table. The CEO/General Manager advised councillor service requests would be contained in the 'customer action request system', while councillor questions would be published in council reports.

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

There were no matters for Closed Session.

The time being 8.21pm, Cr Overall announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**



PLANNING AND STRATEGY COMMITTEE OF THE WHOLE MEETING

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

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

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

MINUTES OF THE PLANNING AND STRATEGY COMMITTEE OF THE WHOLE OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 14 February 2018 commencing at 5:30pm.

ATTENDANCE

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

1. APOLOGIES

PLA001/18

RESOLVED (Taylor/Harrison)

That apologies from Crs Brown and Schweikert for non-attendance be received and that leave of absence be granted.

2. DECLARATIONS OF INTEREST

PLA002/18

RESOLVED (Taylor/Bray)

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

The resolution was carried unanimously.

There were no disclosures.

3. PRESENTATIONS/DEPUTATIONS

The Mayor presented Ms Sue Redstone with the Mayoral Community Service Award in recognition of outstanding contribution and service to children and families of Queanbeyan for a period of over ten years.

PLA003/18

RESOLVED (Bray/Taylor)

That all presenters be heard.

The resolution was carried unanimously.

Ms Alix Burnett – Item 4.1 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Ms Kerry Douch – Item 4.1 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Ms Kate Soulsby – Item 4.1 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Mr John Taylor – Item 4.1 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Ms Annabel Beith – Item 4.1 - Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

Ms Clare Gilligan – Item 5.1 - Proposed South Tralee Essential Infrastructure Planning Agreement

Mr Malcolm Leslie – Item 5.2 - Amendment to Jumping Creek Planning Proposal

MAYORAL MINUTE

S.1 Disposal of Waste Collected during Clean Up Australia Day

PLA004/18

RESOLVED (Overall)

That as a matter of policy, Council permit residents to dispose of the waste collected during Clean Up Australia Day events at Council's waste facilities free of charge.

The resolution was carried unanimously.

STAFF REPORTS

4. ENVIRONMENT, PLANNING AND DEVELOPMENT

4.1 Modification Application MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification

PLA005/18

RESOLVED (Winchester/Taylor)

That Modification Application MOD.2017.060 to modify DA.2016.009 by the inclusion of dormer windows to the attic and construction of an external staircase to access that attic be approved except for the dormer windows on the southern elevation which are not approved and shall be deleted from the plans. The approval is issued for the following reasons and with amendments to the conditions as shown in Schedule 1 below:

- (a) The proposed development as modified satisfies the requirements of Section 96(1A) of the Environmental Planning and Assessment Act 1979 as the proposal will not create any additional environmental impact from the parent consent and is substantially the same development.
- (b) The development is consistent with all relevant requirements of the Palerang Local Environmental Plan 2014.
- (c) The development satisfies the Palerang Development Control Plan 2015, specifically sections B10- Heritage & C2- Residential Development.
- (d) The southern dormer windows have not been approved because of the potential impacts to privacy on neighbouring premises.

Schedule 1 – Amendments to Conditions

Amend Condition 1 as follows:

The development referred to in the application is to be carried out in accordance with the original approved plans except as modified by the plans numbered MOD.2016.113, MOD.2017.060 and in accordance with this schedule of conditions with the exclusion of the dormer windows on the southern elevation.

Reason: Development is undertaken in accordance with this consent & is used for the approved purpose only.

Add new condition.

Use of Attic Space

The existing attic space is to remain a non-habitable space and for storage purposes only.

Reason: Development is undertaken in accordance with this consent & is used for the approved purpose only.

Add new condition.

Privacy – Treatment to Existing Raised Deck and Proposed Staircase Landing

Prior to the issue of the Construction Certificate (Building) the applicant shall submit to, and have endorsed by Council, a design for privacy screening on the southern elevation of the existing deck and on the southern elevation of the proposed staircase landing. The screening shall be a minimum height of 1.8m from the deck/landing surface and shall be constructed in materials and colours that are sympathetic to the heritage character of the existing dwelling.

Screening of the deck and landing shall be permanently installed prior to the issue of any Occupation Certificate.

Reason: To reduce privacy concerns to the neighbouring lot.

Add new condition.

All construction work associated with this development shall be carried out from within the premises unless otherwise authorised by the owners of neighbouring premises.

Reason: To reduce impacts from construction activities on neighbouring premises.

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

Against: Cr Overall

5. STRATEGIC DEVELOPMENT

5.1 Proposed South Tralee Essential Infrastructure Planning Agreement

PLA006/18

RESOLVED (Hicks/Harrison)

That Council:

1. Note the report on the proposed South Tralee Essential Infrastructure Planning Agreement.
2. Subject to legal advice, support the changes to the proposed South Tralee Essential Infrastructure Planning Agreement submitted by Village Building Company in regard to surplus value.
3. Note the parties differing views on Village Building Company's proposed inclusions/changes for the definitions of Independent Certifier, Practical Completion and Practical Completion Certificate and Clause 19 Completion of Work of the proposed South Tralee Essential Infrastructure Planning Agreement, and concerns regarding time taken to certify works.
4. Note Village Building Company's offer to secure a solution to this matter outside the local planning agreement process, including the option of resourcing.
5. Draft an enabling clause for inclusion in the Local Planning Agreement to provide for private certification, notwithstanding the accepted practice of Council staff certifying practical completion of infrastructure works and issuing practical completion certificates.
6. Delegate authority to the CEO/General Manager to negotiate and enter agreements for alternative means for providing certification services subject to there being no additional cost to Council.
7. On the above basis, proceed to finalise the draft South Tralee Essential Infrastructure Planning Agreement for endorsement by Council and its exhibition.

The resolution was carried unanimously.

5.2 Amendment to Jumping Creek Planning Proposal

PLA007/18

RESOLVED (Harrison/Biscotti)

That Council agree to:

1. The preparation of an amended planning proposal for Jumping Creek as set out in this report, and that this be forwarded to the Department of Planning & Environment seeking a revised Gateway determination.
2. Continuing discussions with the developers of Jumping Creek in respect of potentially dedicating the environmental and recreational zoned sections of the site to Council in the future.

The resolution was carried unanimously.

6. ITEMS FOR INFORMATION

6.1 2016 Census and Your Population Forecast Queanbeyan-Palerang Regional Council

PLA008/18

RESOLVED (Taylor/Bray)

That the report be received for information.

The resolution was carried unanimously.

SUPPLEMENTARY REPORT

S.2 Site Inspection - MOD.2017.060 - 62 Ellendon Street, Bungendore - Modification of DA.2016.009

PLA009/18

RESOLVED (Harrison/Hicks)

That the report be received for information.

The resolution was carried unanimously.

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

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

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

PRESENTATIONS

There were no presentations.

PLA010/18

RESOLVED (Marshall/Taylor)

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 8.1 Road Issues - Harold's Crossing.

"Item 8.1 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) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 8.2 Review of a Representation on a Notice of Proposed Order.

"Item 8.2 is confidential in accordance with s10(A)(e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law 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 Session by virtue of Resolution No. PLA013/18 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, the Mayor then read out the decisions of Council made in Closed Session.

8.1 Road Issues - Harolds Cross

That Council:

1. Take no further action in regard to this compulsory acquisition.
2. Develop a policy to address properties that do not have a practical access that coincides with the legal access location.

8.2 Review of a Representation on a Notice of Proposed Order.

That Council issue the Order as per the draft Order in Attachment 4.

The time being 6.50pm Cr Overall announced that the Agenda for the meeting had now been completed.

CR TIM OVERALL

MAYOR

CHAIRPERSON

ITEM 3 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

**11.1 Planned Intersection Upgrades (Ref: C1823119); Author: Winchester/Winchester
Notice**

Councillor Kenrick Winchester will move the following motion:

Motion

That:

- 1. Council invite NSW Roads and Maritime Services to brief Councillors on the following planned intersection upgrades:**
 - a. the Lanyon Drive intersection with Tompsitt Drive**
 - b. the Ellerton Drive intersection with Bungendore Road**
 - 2. Councillors receive an update from staff regarding the planned upgrade to the Yass Road intersection with Thuralilly Street.**
 - 3. The briefing session be held within the next four weeks.**
-

Background

Council has been informed of plans to upgrade the intersection of Lanyon Drive and Tomspitt Drive. Council has also been informed that when Tralee is finally developed, further upgrades to the intersection will be made, at further expense and disruption to residents. Council should request explanation from RMS as to why these changes should not be made in the first instance. It is also unclear whether the proposed first set of upgrades will actually improve traffic flow, and council should be briefed on the evidence and modelling for this.

Similarly, Councillors have been informed that RMS have no plans to make significant changes to the intersections of Ellerton Drive with Bungendore Road, even after the Extension is completed. Ellerton Drive traffic currently enters the Bungendore Road roundabout from one lane, while the three other entrances are two lane, and already traffic from Ellerton Drive has difficulty entering the roundabout at the morning peak. Councillors should be briefed on predicted traffic flows and noise predictions through the intersection once the Extension is completed.

Councillors have also been informed of a proposed set of new traffic lights on Yass Road. Councillors should be involved in deciding the location and timing of these lights, with particular focus on the pedestrian safety of school children attending Queanbeyan East Public School, but also not adversely affecting traffic flows from the Ellerton Drive Extension and Bungendore Road.

The timing of the briefing is to ensure council has the best opportunity to have its views heard and taken into consideration by RMS.

Attachments

Nil

12.1 Outcome of Consultation on Potential Skate Park Locations in Braidwood (Ref: C1818770; Author: Thompson/Tozer)

Summary

Following a request from Council, staff identified three potential sites for a skate park within the Braidwood urban area. The views of the Braidwood community were sought on the three potential sites and whether any other sites should be considered by Council.

A summary of the consultation has been provided below and in Attachment 1.

Recommendation

That Council:

- 1. Select its preferred option for a skate park within Braidwood.**
 - 2. Consider funding in the Delivery Program 2018-21 for the development of a concept design and development approval for a skate park in Braidwood.**
-

Background

At its meeting in November 2017, Council resolved the following in regards to an information report on the Braidwood Town Centre Improvements:

- 1. That the report be received for information.*
- 2. That the skate facility not be included in the development of a master plan for the Braidwood Town Centre and Ryrie Park but alternate sites be included in future plans.*

At its meeting of December 2017, Council resolved:

That Council request the CEO/General Manager to investigate and consult with the Braidwood community about potential locations for a full skate facility (at sites other than Ryrie Park), and report back to Council's February 2018 Ordinary meeting.

This report provides the results of the requested investigation.

Implications

Engagement

Following the Council resolution of December 2017, staff assessed sites within the Braidwood urban area for suitability for a skate park. In identifying sites, Council staff considered the following:

- The land is owned or managed by Council.
- The land is within a short walk/skate/ride distance to the Braidwood CBD.

The three potential sites identified for community consultation were:

- Bicentennial Park/McKeller Park (near Monkittee Creek) – near the outdoor gym.
- Hassall Reserve – corner of Lascelles St and Hassall Cct.
- Braidwood Recreation Ground – same side of the creek as tennis courts.

Council was open to considering alternative sites that the community suggested.

Due to the tight deadline imposed by the Council resolution, consultation commenced during the school holiday period on 17 January and concluded on 14 February 2018.

12.1 Outcome of Consultation on Potential Skate Park Locations in Braidwood (Ref: C1818770; Author: Thompson/Tozer) (Continued)

The consultation period was advertised via the following:

- Council's fortnightly advertisement in the Braidwood Times on 24 January and 14 February.
- Council's Your Voice engagement website.
- Social media.
- The Mayor's Column in the Braidwood Times.
- Council's weekly e-newsletter.
- Information was available in the Braidwood customer service office.
- News report in the Braidwood Times - <https://www.braidwoodtimes.com.au/story/5173679/potential-skate-park-locations-released/>

A letter was sent to residents and users within close proximity of the three identified sites . About 50 letters were distributed. Information, including the survey, was also sent to both Braidwood schools following the Christmas holidays with an offer to come and address students. No reply was received.

Drop-in information sessions on the proposed sites were held in Braidwood on 30 January from 11am-1pm and 8 February from 5-7pm. Around 25 people attended the sessions.

During the period, 90 residents completed the survey either online or via hard copy. A further 13 residents sent letters directly to Council (included as attachments).

Residents were asked the following questions:

1. Do you want a skate park in Braidwood?
2. If Braidwood was to get a skate park, please rank the possible locations in order of preference (1 being first preference, 4 being least preferred). If you would like to also suggest another location as a preference, please rank "other".
3. If you ranked "other" as a top three preference, please provide some details of your suggested location. You don't have to answer this question if you ranked "other" as preference four.
4. Do you have any other comments?

A full summary of the consultation outcomes is shown in the attachment, however the key points are as follows:

Question 1: Do you want a skate park in Braidwood?

- Yes 88% No 12%

Question 2 and 3: (lower number = higher priority)

- Other – 1.95
- Braidwood Recreation Ground – 2.38
- Bicentennial Park – 2.58
- Hassall Reserve – 2.58

12.1 Outcome of Consultation on Potential Skate Park Locations in Braidwood (Ref: C1818770; Author: Thompson/Tozer) (Continued)

While Council's resolutions of November and December 2017 clearly state that Ryrie Park not be considered for a skate facility, the majority of residents who selected 'other' commented that their preference was for a skate facility, or skate elements, in Ryrie Park. Other areas suggested were the Showground and the current Council Depot, which is slated to be relocated in the coming years.

Questions 4 – Other Comment

A summary of comments for the proposed sites is shown below.

Proposed location	Comments for	Comments against
Braidwood Recreation Ground	<ul style="list-style-type: none"> Fits with other amenities Recreation hub Toilets and other facilities available Shaded areas Parking provided 	<ul style="list-style-type: none"> Away from town centre Lack of passive surveillance Cramped already
Bicentennial Park	<ul style="list-style-type: none"> Already activated by community Bring activity to that end of town Park encourages a healthy lifestyle 	<ul style="list-style-type: none"> Away from town centre Lack of passive surveillance No facilities Lacking connections – footpaths etc No parking Also used by campers Would ruin amenity Dog off lead area Busy road
Hassall Reserve	<ul style="list-style-type: none"> Spacious site 	<ul style="list-style-type: none"> Away from town centre Lack of passive surveillance No facilities Lacking connections – footpaths etc No parking Used for horse riding Would ruin amenity of the area

In addition to the submissions, Council has received two petitions relating to a skate park or skate elements in Braidwood.

The petitions are available for councillors to view and relate to:

1. Supports the inclusion of the proposed skate elements in Ryrie Park and ask that the entire Youth Precinct be made a priority for the currently available funding. (148 signatures)
2. Requests that QPRC provide a more appropriate family-friendly skate facility as part of Stage II of the development of the already inclusive Braidwood Recreational Reserve. The petition also does not support a skate element being incorporated into any part of the development of Ryrie Park. (95 signatures).

12.1 Outcome of Consultation on Potential Skate Park Locations in Braidwood (Ref: C1818770; Author: Thompson/Tozer) (Continued)

Next Steps

If Council does select a preferred location, the next step would be to allocate some funds to develop a concept design for the skate park. It is envisaged that this project would help identify the size and scale of the skate park, and therefore the overall costs of construction. When the concept design is finalised, staff would then commence the development application process. The concept design phase would include community engagement with users and residents.

Until such time as a concept design is finalised, Council is unable to accurately allocate funding for the construction of the project. It is recommended that this be considered following the adoption of a concept design. Council may however, wish to include an estimate for funding in the 2018-21 Delivery Program.

Financial

It is estimated that the development of concept designs for a skate park in Braidwood would be in the order of \$30,000-\$50,000.

Conclusion

The consultation undertaken with the Braidwood community regarding a location for a skate park was not conclusive, with varying support and opposition for the three suggested locations.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Skate park consultation - summary (<i>Under Separate Cover</i>) |
| Attachment 2 | Combined redacted submissions on skate park location consultation (<i>Under Separate Cover</i>) |
| Attachment 3 | Petition Calling for Skate Elements in Ryrie Park, Braidwood (<i>Under Separate Cover</i>) CONFIDENTIAL |
| Attachment 4 | Petition Calling for Skate Facility at Braidwood Recreational Ground (<i>Under Separate Cover</i>) CONFIDENTIAL |

12.2 Town Centre Improvements - Braidwood (Ref: C1820970; Author: Thompson/Sibbick)

Summary

Council staff and consultants have been working with the Braidwood community over the past 12 months, to produce a concept landscape design for Braidwood Town Centre Improvements. This concept design is now at the final draft stage and is ready for public exhibition to finalise the proposed improvements taking in Wallace Street and Ryrie Park.

Recommendation

- 1. That the attached Braidwood CBD and Ryrie Park Opportunities and Concept Plans be adopted in principle and placed on final public exhibition.**
 - 2. That following the exhibition period a further report come back to Council with a view to adopting a final design to form the basis for future detailed designs and applications to Heritage NSW.**
-

Background

\$500,000 from the \$9M Stronger Communities Fund has been allocated to enhance the Braidwood town centre.

Consultation with the Braidwood community has been ongoing for the past 12 months, as reported to Council on 22 November 2017. Consultation has included community workshops, discussions and meetings with organisations such as the Garden Club, Historical Society, RSL and Two Fires Committee.

Feedback from the consultation was provided to consultants Phillips/Marler architects, who also held a workshop with Braidwood residents on 10 August 2017. Recently a workshop was also held with Councillors on Wednesday 7 February 2018 where Phillips/Marler presented their findings and draft concepts for the improvements to the Braidwood town centre. The final concepts, designs principles and materials palette will formulate the final Master Plan.

Concept Design Principles.

The Plan looks at Braidwood in precincts, being Ryrie Park North and South; Wilson St (Wallace to Park Ln); Wallace/Duncan area; and Wallace North and South. The consultants used the community engagement together with extensive archaeological research to develop plans that ensure the cultural and heritage values of Braidwood are maintained, while still being able to give the town the fresh lift the community desire. Concurrent to the consultants work, staff engaged a qualified arborist to report on the health and significance of all trees in Ryrie Park and this information will also feed into all future works within the CBD and Ryrie Park.

Precincts

Ryrie Park South is a pleasant Victorian era park setting with mature trees. The concepts aim to retain this pleasant setting, restore the central rotunda, improve the path layout and connectivity with Ryrie Park North, and provide opportunities to celebrate civic achievements and hold events.

Ryrie Park North provides for a more structured recreational space to service the community, with the presence of the swimming pool, children's play area, BBQ and toilet facilities for

12.2 Town Centre Improvements - Braidwood (Ref: C1820970; Author: Thompson/Sibbick) (Continued)

events and travellers. The plans provide for a rationalising of amenities, an intergenerational play space and accessible paths and picnic facilities. Ryrie North is possibly the most controversial precinct in the overall project. During the entire project consultation there has been a strong push for skate facilities within Ryrie Park and an equally strong counter push, polarising the community on this issue. In keeping with Council's previous resolution, this precinct has been designed with a focus on intergenerational play, accessibility and family in mind. The option for inclusion of skate elements has been removed. The provision of potential skate facilities elsewhere in Braidwood is the subject of a separate report to the 28 February Council meeting. As with Ryrie South, careful management of the mature trees is integral to this project.

Wilson Street will remain as a 50km access road.

Wallace Street North and South are to be retained largely as they are with only restoration of the kerb and gutter and renewal of furniture proposed. Outside of the main CBD Wallace Street is in keeping with a rural town centre. Paths are to be functional, boarded by lawn and small street trees, to enhance the streetscape, yet not block vistas.

Wallace Central and Duncan intersection is the heart of Braidwood's CBD. In this area, footpaths are of inconsistent finish with a strips of asphalt replacing the former grass strip and uneven surfaces in places. It is proposed to provide an even path from kerb to shop front, using a large unit slab/paver, to be in keeping with the period style, and still allow for maintenance of services. The intersection of Duncan and Wallace streets is to have extended feature paving and low gardens to reduce the width of road crossing for pedestrians and allow for disabled parking and improved drainage. The two crossings are to be retained in their current locations however, attention will be given to reduce the visual impact of the current large concrete slabs, softer landscaping and to alleviate drainage issues. Further discussion will be held with the RMS during the detailed designs phase.

Kerb and Guttering was raised throughout the consultation and a great deal of concern that the stone gutters would be negatively impacted. It is proposed that the existing stone gutters be restored to original, over a impervious base, and special care be taken to ensure appropriate heritage and archaeological standards are maintained during the works. The work should be conducted during drainage improvement works along Wallace Street.

Streetscape and facades were assessed during the project. While the buildings were not specifically included in the scope project, and most are private properties, it was considered appropriate to look at Braidwood as a whole and considerable feedback was volunteered by the community regarding the current railings at the Albion Hotel. Council is encouraged to lead by example by addressing the facades of the Council-owned buildings and consider a Heritage Façade painting grants program similar to that applied in Queanbeyan.

Policy

The design and proposed works are all in keeping with Council's existing policies.

Asset

Braidwood CBD and Ryrie Park are heritage listed areas with existing assets. Much of the proposed work in the Draft Plan is asset renewal and enhancement.

Social / Cultural

Braidwood is a significant township and representative of a period in Australia's early rural development and is largely un-effected by the passage of time that altered the look and feel of many similar townships. The streetscape and park setting are integral in the local

12.2 Town Centre Improvements - Braidwood (Ref: C1820970; Author: Thompson/Sibbick) (Continued)

community and lifestyle with events often filtering through the whole of the CBD. The significant level of response and passion expressed during consultation is testament to the social and cultural importance the main street and Ryrie Park have to the community.

Economic

Braidwood is an important stop on the Kings Highway and is a centre for surrounding villages. This project aims to enhance the experience visitors, and residents, have when coming into town, encouraging longer stays and revisits. A carefully managed Braidwood could attract similar attention as towns on the tourist map like Beechworth.

Engagement

Community engagement commenced in late 2016, with, discussions and meetings being held with local groups and societies. In 2017 further community workshops were held, commencing with the initial workshop in the Old Library on 15 March 2017, attended by about 60 people. Phillips/Marler, after being provided with feedback from initial workshops and meetings, conducted a further workshop to present preliminary concept plans to the Braidwood community, on 10 August, attended by about 40 people. The Phillips/Marler concept plans were placed on public exhibition after this date during August and September with 121 visitors to the site and 47 contributions. The feedback results from these consultations is attached to this report.

Further, a workshop was held with Councillors on 7 February, where the landscape concepts were presented. The comments received as a result of the workshop are detailed below.

- a. Heritage Office to be contacted and consulted, with a view to submit a Section 60 application.
- b. Option 2 for Ryrie Park North is most consistent with Council's earlier resolutions and should be included for exhibition.
- c. RMS to be contacted regarding extended blisters for pedestrians.
- d. Care must be taken to avoid tree planting effecting lighting at blisters.
- e. Small trees to be installed at blisters so as not to obscure vision for drivers.
- f. Noted no disabled access to businesses in Wallace Street due to heritage structures.
- g. Opportunities regarding potential relocation of Council depot and conversion into carpark, with pedestrian access and amenities.

Financial

Funding of \$500k from the Stronger Communities \$9M fund has been provided for the "Town Centre Improvements Braidwood" project. The extent of works proposed within the Draft Plan is extensive and will need to be staged, based on priorities and available funds. The total works are estimated to cost between \$4,000,000 and \$5,000,000(Ex GST), dependant on final inclusions and approvals. Some of the kerb and gutter restoration work may be able to be linked to proposed drainage improvement projects.

It is proposed to utilise the currently available funds to undertake works on the Wallace/Duncan intersection and within Ryrie Park. It is also proposed to continue to seek supporting grant funds to extend the works where ever possible.

12.2 Town Centre Improvements - Braidwood (Ref: C1820970; Author: Thompson/Sibbick) (Continued)

Program Code	Expense Type	Funding source	Amount
100682		Stronger Communities \$9M	\$ 500,000

Resources (including staff)

A project team from Urban Landscapes, Communications and Place Management have worked throughout the design and consultation period. Further work will continue through adoption of plans, detailed design and commencement of stage 1 construction.

Integrated Plan

This project is included in the Urban Landscapes Capital Works Program 2017-2018, within the QPRC Operational Plan 2017-2018.

Conclusion

As there has been much work carried out by Council staff and consultants with the Braidwood community over the past 16 months to formulate a comprehensive concept design for the town centre improvements, it is considered appropriate now that this final draft concept be placed on public exhibition.

Attachments

- Attachment 1 Braidwood CBD and Ryrie Park Opportunities and Concept Plans
(Under Separate Cover)
- Attachment 2 Community Feedback Report - Braidwood (Under Separate Cover)
- Attachment 3 Braidwood Petition and Support from Business Owners (Under Separate Cover)

12.3 Amendment to South Jerrabomberra Development Control Plan 2015 (Ref: C1811602; Author: Thompson/Jansen)

Summary

The purpose of this report is to provide feedback on the community consultation recently carried out in relation to the proposed amendment of the South Jerrabomberra Development Control Plan (SJDCP) 2015.

The report details the various submissions, including all proposed changes, and recommends that the amended development control plan now be adopted by Council.

Recommendation

That Council:

- 1. Pursuant to the *Environmental Planning and Assessment Act 1979* and the *Environmental Planning and Assessment Regulations 2000*, adopt the draft amendments to the *South Jerrabomberra Development Control Plan 2015*, with the inclusion of the amendments recommended in the accompanying submissions table and other minor administrative changes as appropriate.**
 - 2. Continue discussions with the various landowners at South Jerrabomberra in respect of the future embellishment of the sports fields identified for the urban release area.**
 - 3. Require the large E2 Environmental Conservation zoned parcel of land to be included in the Stage 2 development application for the site and the Neighbourhood Structure Plans be subsequently amended to reflect this.**
 - 4. Require road access arrangements for land to the south of Forrest/Morrison (ie Walsh) to be confirmed in the DCP prior to Council finalising the current planning proposal for the South Jerrabomberra area.**
-

Background

The South Jerrabomberra Development Control Plan (SJDCP) was initially adopted by Council on 11 February 2015 and became effective on 6 March 2015.

Prior to this, considerable investigation of the future infrastructure needs for the entire South Jerrabomberra valley was undertaken. This was at the request and with input from the Department of Planning and Infrastructure. It resulted in the South Jerrabomberra Structure Plan 2013 which was endorsed by the NSW Government through the Department. Whilst the dwelling potential has reduced as a result of changes to access arrangements, the principles of it and the construction and short term infrastructure stages in it, remain generally relevant and need to be considered along with the SJDCP.

Amendments to the document are now proposed in order to introduce new Neighbourhood Structure Plans for the South Tralee/Forest Morrison area, and, to include appropriate controls for small lots down to 130m² and studio dwellings. The SJDCP also establishes a development threshold for the area of 1,500 dwellings with 750 dwellings planned for South Tralee, 500 dwellings for Forrest/Morrison and 250 dwellings for Walsh. The 1,500 dwelling figure has been determined based on the maximum capacity of the proposed Northern Entry Road for the site.

12.3 Amendment to South Jerrabomberra Development Control Plan 2015 (Ref: C1811602; Author: Thompson/Jansen) (Continued)

The draft SJDCP was placed on public exhibition from 12 December 2017 until 19 January 2018. Upon request an extension was granted to one landowner make a submission up until 2 February 2018.

A number of submissions (both internal and external) were received in response to the exhibition. A detailed summary of responses to the various submissions is provided in Attachment 1 to this report. A summary of the relevant issues raised in submissions is set out below:

1. *Engineering Matters* – A number of amendments to the draft document were suggested by Council's Development Engineering team to ensure consistency with the Master Plan for South Jerrabomberra, Council's adopted Engineering Design Specifications and any applicable legislative requirements. These are logical and supported in the circumstances.
2. *Technical Amendments* – A number of amendments were suggested by Council's Development Team to ensure references to various legislation is updated, and, various controls are consistent with Council's other DCPs. It is also recommended that the large parcel of land zoned E2 to the east be shown in one of the future stages to ensure that the upgrade works required to it are completed at the same time the final allotments for dwellings in South Tralee are completed.
3. *Structure Plan Comments* – Council's Development Engineering Team does not support the number of local streets accessing the arterial road and recommend that one of these accesses be deleted.
4. *Small Lots* – One submitter states that he does not agree with blocks "this tiny at all". The *Queanbeyan Local Environmental Plan (South Tralee) 2012* allows for small lots. The "small lots" (minimum 130m²) are consistent with the minimum lot sizes in the urban release area at Googong and provide for the construction of terrace style housing. It is important Council has controls for permissible development and the SJDCP provides guidance on how development on small lots is to occur.
5. *Stand-alone Sports Fields* – Council's Urban Landscapes team has raised a concern that the two stand-alone sports fields shown on the structure plan are unlikely to offer the long term amenity expected by organised sports associations and that that these are contrary to Strategy 1 – Sporting Clusters of Hubs of the adopted Queanbeyan-Palerang Regional Sports Facilities Strategic Plan. Splitting the location of future sports fields on either side of the major arterial role prevents the consolidation of amenities and car parking resulting in significant additional cost in duplicating services on either side of the road. In addition it creates another unsuitable desire line for pedestrians crossing from one field to the other across a busy road. These concerns were acknowledged and an amended structure plan submitted showing the two playing fields on the same side of the arterial road. Further negotiations could also continue about potentially providing these facilities as part of a larger and more suitable facility located on the potential site for the Regional Sports Facility.
6. *Other Issues* – A number of additional issues are raised by the submission lodged on behalf of the landowner to the south. These relate to the structure plan including land which is not yet zoned and for which the SJDCP does not apply. Other matters raised include the details of the public notification advertisement, and the details in the SJDCP in respect of infrastructure provision. Although the structure plan indicatively includes land for which technically the SJDCP does not yet apply, this is to show how future developments connect to the site. The provision of infrastructure will be addressed via infrastructure servicing plans and contribution plans for the site (e.g. section 94 plans, section 64 plans and Local Planning Agreements). Also as indicated above, the principles and the construction and short term infrastructure stages of the NSW

12.3 Amendment to South Jerrabomberra Development Control Plan 2015 (Ref: C1811602; Author: Thompson/Jansen) (Continued)

Government endorsed South Jerrabomberra Structure Plan 2013 continue to provide guidance on the provision of infrastructure. The public notice that was placed in the local paper, whilst not including the updated dwelling numbers in the summary of changes, did contain sufficient detail to summarise the amendment and request submissions on any of the proposed changes to the document. A recommendation has also been included to ensure that the rights of access available to landowners to the south are preserved.

As result of the submissions a number of minor changes to the draft document are recommended as detailed in the submission table.

For the information of Councillors two other matters that are noted on the revised structure plan warrant comment:

Location of Woolshed – The structure plan shows the existing woolshed being relocated from its present location in the extreme north of South Tralee to the reserve adjacent to the future village centre. This is indicative only and no approval has been given to either demolish or relocate the woolshed at this stage. Such work will be subject to the submission of a future development application.

Height Limit in Upper Reaches of Proposed Stage 2 & 3 – The street layout in the upper reaches of the release area need to be cognisant of the height limits which apply in the upper elevations of the proposed subdivision. The ridge height of any roof cannot exceed the 740m contour so in designing the roads for the DAs lodged for these areas they will need to ensure they create a lot layout which accommodates a dwelling that has a maximum roof ridge height of 740m. For instance you can't have a lot with a finished level of 737m because you wouldn't be able to fit a single storey house on it.

Implications***Legal***

The amendments to the SJDCP have been undertaken in accordance with the *Environmental Planning and Assessment Act 1979* and the *Environmental Planning and Assessment Regulations 2000*.

Policy

The amendments to the SJDCP are considered to be consistent with relevant Council policies.

Environmental

The amendments to the SJDCP will ensure that development will result in a high quality urban environment.

Economic

The SJDCP provides controls for commercial development within Business Zones created under the *QLEP (South Tralee) 2012*.

Strategic

Updating the SJDCP will ensure that the objectives and controls are up to date and consistent with the *QLEP (South Tralee) 2012*, Council's other DCP controls and Engineering requirements as well as other legislative requirements. The adoption of the SJDCP is a critical step in progressing the development application for the first subdivision stage at South Tralee.

12.3 Amendment to South Jerrabomberra Development Control Plan 2015 (Ref: C1811602; Author: Thompson/Jansen) (Continued)

Engagement

The draft amendments to the SJDCP were placed on public exhibition from 12 December 2017 to 19 January 2018. An extension of time to lodge a submission was granted to one submitter upon request to 2 February 2018.

Councillors wishing to review the draft DCP which was placed on exhibition, are directed to the Planning and Strategy Committee meeting held on 8 November 2017 where it formed a number of attachments to Item 5.4 of that report.

A number of changes to the draft document are recommended as result of the submissions received. These changes do not inherently change the objectives or outcomes of the SJDCP and as such can be incorporated without warranting re-exhibition.

Financial

The financial costs of the amendments to the SJDCP are covered from the relevant budget.

Resources (including staff)

The project has predominantly involved two staff.

Conclusion

The amendments to the SJDCP 2015 are required to introduce new Neighbourhood Structure Plans for the South Tralee/Forrest Morrison Area and to include appropriate controls for small lots of 130m² and studio dwellings. A number of changes to the draft document are recommended as a result of the submissions received during the exhibition period.

Endorsement of the DCP will also allow Council to progress determination of development application for South Tralee currently under assessment and ensure that the DCP and development application are consistent.

Attachments

Attachment 1	Summary and Assessment of Submissions - Amendment to SJ DCP 2015 (<i>Under Separate Cover</i>)
Attachment 2	Amended South Jerrabomberra DCP 2015 - Appendix 3 - Neighbourhood Structure Plans - February 2018 (<i>Under Separate Cover</i>)
Attachment 3	Letter From Submitter (<i>Under Separate Cover</i>) - CONFIDENTIAL

12.4 Draft Local Infrastructure Contributions Plan - South Jerrabomberra (Ref: C1819261; Author: Thompson/Brown)

Summary

Council staff have prepared a draft Local Infrastructure Contributions Plan for the South Jerrabomberra urban release area. It is recommended the draft plan now be publically exhibited in accordance with the requirements of the *Environmental Planning & Assessment Act, 1979*.

Recommendation

That Council:

- 1. Publicly exhibit the *draft South Jerrabomberra Local Infrastructure Contributions Plan 2018* for a period of 28 days.**
 - 2. Authorise staff to request the Independent Pricing and Regulatory Tribunal (IPART) to undertake a review of the draft plan under the Local Infrastructure Growth Scheme and seek funding to meet any gap in the costs.**
-

Background

Council staff have now prepared a draft Local Infrastructure Contributions Plan ('the draft plan') for the South Jerrabomberra urban release area. The draft plan seeks to ensure that appropriate contributions are collected from future development at South Jerrabomberra to fund local infrastructure required to support the proposed development.

The draft plan has been predominantly prepared in-house by Council staff. In addition, an external consultant contributions planner, was asked to peer review the draft plan prior to it being placed on exhibition. He has now provided his comments on the plan and these have been incorporated into the current draft.

Copies of the draft plan and supporting Works Schedule are attached for information (Attachments 1 and 2 respectively).

The draft plan applies to residential development proposed at the South Tralee, Forrest/Morrison and Walsh properties. It also applies to business and light industrial development proposed at North Poplars, South Poplars and North Tralee.

The draft plan does not apply to the property known as Environa at this time given the lack of certainty in respect of the timing of future development proposed for that site.

The dwelling yield for South Jerrabomberra has now been identified at a maximum of 1,500 dwellings for the entire urban release area. This number of dwellings has been determined by Council, NSW Roads and Maritime Services (RMS) and NSW Department of Planning and Environment (DPE) having regard to the maximum capacity of the intersection proposed at Tomsitt Drive and Lanyon Drive.

Given the development will be serviced by one road access only (the Northern Entry Road or NER) this dwelling yield cannot be exceeded without significantly compromising the level of service for future residents and the broader road network servicing the area.

12.4 Draft Local Infrastructure Contributions Plan - South Jerrabomberra (Ref: C1819261; Author: Thompson/Brown) (Continued)

At this time the draft plan has been prepared assuming there will be 750 dwellings at South Tralee, 500 dwellings at Forrest/Morrison and 250 dwellings at Walsh.

Local Infrastructure Requirements and Costs

The local infrastructure proposed to service the development has been identified having regard to various traffic studies undertaken by Council, and, an assessment of social infrastructure required to support the development undertaken in 2013. The infrastructure identified in the draft plan includes:

- Four local parks and associated embellishments,
- Two sporting fields and associated embellishments,
- A community centre including the land,
- The Northern Entry Road (both land and construction),
- Contributions to various off-site road works,
- Contributions to the Queanbeyan Cultural Centre, and
- Contributions to the Queanbeyan Library.

The draft plan identifies a total of \$57,007,246 in contributions to be collected from development at South Jerrabomberra (including administration costs).

The draft contributions that have been determined in respect of residential development are set out below in Table One:

Table One – Draft Residential Contribution Rates

	<i>South Tralee</i>	<i>Forrest Morrison</i>	<i>Walsh</i>
Dwelling Type 1 > 400m ² Larger Detached Housing	\$41,098.50	\$46,858.17	\$46,773.58
Dwelling Type 2 < 400m ² Smaller Detached Housing, Multi-Unit Developments and Residential Flat Buildings	\$31,211.03	\$35,585.04	\$35,520.80
Average All Dwellings	\$33,224.54	\$38,202.28	\$38,132.34

The draft contributions that have been determined in respect of non-residential development are set out below in Table Two:

Table Two – Draft Non Residential Contribution Rates Per Hectare

<i>South Tralee</i>	<i>North Poplars</i>	<i>South Poplars</i>	<i>North Tralee</i>
\$25,385.87	\$58,090.26	\$51,245.09	\$127,108.34

Cap On Developer Contributions

The NSW Government has placed a 'cap' on the maximum amount of contributions that can be collected from residential development. This cap is ordinarily \$20,000 per dwelling/lot, however, can be increased to \$30,000 with the approval of the Minister and Department of

12.4 Draft Local Infrastructure Contributions Plan - South Jerrabomberra (Ref: C1819261; Author: Thompson/Brown) (Continued)

Planning and Environment (DPE). Council has recently written to DPE requesting South Jerrabomberra be identified for an increase in the cap to \$30,000 per dwelling/lot. This process is likely to take a number of months before it is approved. Should any development application for the area be approved by Council prior to the cap being formally increased by DPE, Council will only be able to levy \$20,000 per dwelling/lot.

As set out in Table One above, the average costs for contributions per lot/dwelling are significantly above the \$30,000 cap per dwelling. The cap (if increased to \$30,000) will allow Council to collect a total of \$45,000,000 in contributions from the anticipated residential development (ie, \$30,000 x 1,500 dwellings). The employment lands set out in the plan will also contribute a total of \$3,939,408 in contributions of the 20 year life of the draft plan. This represents a total of \$48,939,408 in contributions across the entire release area over the life of the plan. Development of the employment lands has been estimated at 1.5 hectare take up per year, however the actual take-up rate may vary significantly to this in the future.

This represents \$8,067,837 in underfunded contributions across the entire release area (see Table Three below):

Table Three – Actual Infrastructure Costs v What Can Be Collected Under Cap

	Total Cost of Infrastructure	Amount that can be collected with \$30k Cap on Residential	Difference
Residential	\$53,067,838	\$45,000,000	\$8,067,837
Commercial	\$3,939,408	\$3,939,408	\$0
Total	\$57,007,245	\$48,939,408	\$8,067,837

Local Infrastructure Growth Scheme (Gap Funding)

Council does have the option of requesting the Independent Pricing and Regulatory Tribunal (IPART) to undertake a review of the draft plan and approve gap funding to meet the difference in costs under the Local Infrastructure Growth Scheme (State Government funding program).

IPART assess contributions plans against a standard essential works list that only provides for base embellishment of items such as open space. Other matters such as community facilities are unlikely to be included. This may include the identified contributions for the Q Cultural Centre and the Queanbeyan Library.

However, given the significant gap at this time between the cost of the infrastructure set out in the draft plan, and the contributions that can actually be collected having regard to the cap (approximately \$8.07 million), it is recommended Council pursue this option.

It is important that most of the infrastructure set out under the draft plan can be delivered or this will compromise the future amenity of the new residential area of South Jerrabomberra. It may also lead to demands that infrastructure be funded from Council's other revenue sources.

Construction of Northern Entry Road

Whilst Council staff are confident that the majority of costs contained in the draft plan are accurate and reasonable (and have supporting information to justify the proposed costs and

12.4 Draft Local Infrastructure Contributions Plan - South Jerrabomberra (Ref: C1819261; Author: Thompson/Brown) (Continued)

apportionments set out therein), the proposed costs associated with the construction of the NER are based wholly on costs provided by the lead developer (The Village Building Co) who intends to construct the road as a work-in-kind.

At this time, the NER has been costed at \$40,870,788 (comprising land acquisition, NER construction costs and Tomsitt/NER Intersection construction costs). This represents 83.5% of the \$48,939,408 in total contributions that can be collected under the draft plan.

The draft plan provides that any increase between estimated costs contained in the contributions plan and the final construction costs of any works-in-kind are to be entirely the developer's responsibility. This is to seek to ensure Council does not bear any additional financial cost should the final NER construction costs exceed the construction costs provided by The Village Building Co (and as set out in the draft plan).

Exhibition Requirements

The draft plan is required to be placed on exhibition prior to being finally adopted in accordance with the requirements of the *Environmental Planning and Assessment Act, 1979*.

It is recommended the draft plan now be placed on exhibition for a period of 28 days.

Legal

The draft plan has been prepared consistent with the requirements of section 94 (soon to be section 7.11) of the *Environmental Planning and Assessment Act, 1979*.

Asset

As noted in the report, it is important that the costs associated with the construction of the NER be independently verified. All of the infrastructure set out in the draft plan will eventually be transferred to Council for ownership. Accordingly Council should ensure all items (particularly roads) have been constructed to meet Council's relevant specifications.

Social / Cultural

The draft plan identifies significant local infrastructure to meet the needs of the future population of South Jerrabomberra including local parks, sporting fields and community centres.

Strategic

The contributions plan is consistent with Council's respective local environmental plans (LEPs) for the area. Council staff have recently exhibited the amended development control plan (DCP) for the area which introduces Neighbourhood Structure Plans (NSPs) for the South Tralee and Forrest Morrison sites. These NSPs are not inconsistent with the draft contributions plan. The adoption of the plan is critical to ensure that the appropriate contributions can be in place before the first Development application for South Tralee is approved by Council.

Engagement

Council staff are seeking to have the draft plan placed on exhibition for a period of 28 days. This is consistent with the requirements of the relevant legislation. Staff will also directly approach the respective landowners in the area seeking to ensure they make a submission on the draft plan.

12.4 Draft Local Infrastructure Contributions Plan - South Jerrabomberra (Ref: C1819261; Author: Thompson/Brown) (Continued)

Financial

The key risk associated with the draft plan at this time is that the costs attributed to the respective infrastructure (particularly on site roads) are not accurate. This could either compromise the delivery of other infrastructure set out in the plan, or, increase the demands on Council to fund these items from other sources. In addition up to \$8M of the works could remain unfunded unless Council is able to seek gap funding from the government.

Resources (including staff)

The plan has predominantly been prepared in-house by staff with the assistance of a consultant. At this stage consultant costs amount to approximately \$14,800 and these are funded from the relevant local infrastructure contributions reserve.

Integrated Plan

The preparation of the draft plan is consistent with the projects/actions for the Land-Use Planning Branch in the Operational Plan 2017-18.

Conclusion

It is recommended the draft plan now be placed on exhibition for a period of 28 days.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Draft South Jerrabomberra Local Infrastructure Contributions Plan 2018
(Under Separate Cover) |
| Attachment 2 | Draft Works Schedule (Under Separate Cover) |

**12.5 Proposed South Tralee Essential Infrastructure Agreement (Ref: C1817796;
Author: Thompson/Carswell)**

Summary

This matter was last considered by Council at its Planning and Strategy Meeting of 14 February 2018 (Item 5.1). Since this time staff have met to discuss various clauses within the Agreement, missing maps and the like have been provided and it has been reviewed by Council's solicitors as well as the solicitors for the Village Building Company. This has resulted in further changes being made to the proposed agreement including those agreed to by Council on 14 February. The proposed agreement is now at a stage where it can be placed on exhibition for public comment and this is being recommended.

Recommendation

- 1. That Council endorse in principle the attached South Tralee Infrastructure Agreement for the purposes of public exhibition.**
 - 2. That Council exhibit the South Tralee Infrastructure Agreement for a minimum of twenty eight days.**
 - 3. That at the end of the exhibition period a further report on the South Tralee Infrastructure Agreement be prepared for Council's consideration.**
-

Background

The proposed South Tralee Essential Infrastructure Agreement (proposed Agreement) was last considered by Council at its Planning and Strategy Meeting of 14 February 2018. As a result resolved that (Minute No. PLA006/18):

- 1. Note the report on the proposed South Tralee Essential Infrastructure Planning Agreement.*
- 2. Subject to legal advice, support the changes to the proposed South Tralee Essential Infrastructure Planning Agreement submitted by Village Building Company in regard to surplus value.*
- 3. Note the parties differing views on Village Building Company's proposed inclusions/changes for the definitions of Independent Certifier, Practical Completion and Practical Completion Certificate and Clause 19 Completion of Work of the proposed South Tralee Essential Infrastructure Planning Agreement, and concerns regarding time taken to certify works.*
- 4. Note Village Building Company's offer to secure a solution to this matter outside the local planning agreement process, including the option of resourcing.*
- 5. Draft an enabling clause for inclusion in the Local Planning Agreement to provide for private certification, notwithstanding the accepted practice of Council staff certifying practical completion of infrastructure works and issuing practical completion certificates.*
- 6. Delegate authority to the CEO/General Manager to negotiate and enter agreements for alternative means for providing certification services subject to there being no additional cost to Council.*
- 7. On the above basis, proceed to finalise the draft South Tralee Essential Infrastructure Planning Agreement for endorsement by Council and its exhibition.*

The Agreement has subsequently been amended to incorporate the changes resolved by Council and has been reviewed by Council's solicitors and those for VBC. As a result it

**12.5 Proposed South Tralee Essential Infrastructure Agreement (Ref: C1817796;
Author: Thompson/Carswell) (Continued)**

contains a number of changes from the previous versions. This includes some last minute changes proposed by VBC. The result is attached and is now at the stage where it can be endorsed in principle by Council and exhibited for public comment.

Implications***Legal***

The proposed Agreement needs to comply with the relevant provisions of the *Environmental Planning and Assessment Act 1979* and the *Environmental Planning and Assessment Regulation 2000*. It has been prepared in accordance with these. It has also involved both parties obtaining extensive legal advice.

Policy

The proposed Agreement contains a number of clauses which have policy implications. These include clauses 23.7, 24.3, 25.6 and 25.7 (relating to recoupment contributions) and clause 19 (relating to the certification of works).

Asset

In the event that the proposed Agreement proceeds it will provide sewer and potable water infrastructure and land that will eventually become Council assets.

Economic

The infrastructure that this proposed Agreement puts in the policy settings for will create short term economic opportunities.

Strategic

The proposed Agreement provides for the provision of sewer and potable water infrastructure necessary for one of the major urban release areas identified by Council's Residential and Economic Strategy 2031. The signing of a local planning agreement is critical before the determination of the first DA for subdivision can take place.

Engagement

For exhibition of the proposed Agreement a minimum period of twenty eight days community engagement will be required with any feedback being reported to Council for further consideration and if necessary the alteration of this local planning agreement before it is executed.

Financial

At this time costs have included the administrative costs associated with negotiations as well as legal advice in excess of \$12,660, although there will be further costs associated with the recent review.

Should Council agree to the changes proposed by VBC in relation to repayment of recoupment contributions, this could potentially oblige Council to pay charges currently estimated to be \$2.5M (in present value) which could only be facilitated through borrowings.

The agreement as proposed by VBC still presents a financial risk to Council.

Resources (including staff)

Negotiations involving the proposed Agreement have involved three senior staff on a part time basis.

**12.5 Proposed South Tralee Essential Infrastructure Agreement (Ref: C1817796;
Author: Thompson/Carswell) (Continued)**

Conclusion

Since April 2017 Council has been negotiating with the VBC on the proposed Agreement to provide water and sewer services to facilitate the development of South Jerrabomberra. Until recently there have been significant differences between the parties on particular policy matters affecting it. However, following a workshop with the proponents and subsequent report to Council, it is now concluded that the proposed Agreement has reached the stage where it can be endorsed in principle for public exhibition for a minimum period of twenty eight days for community comment.

Attachments

Attachment 1 South Tralee Essential Infrastructure Agreement - Draft Exhibition
Version - Confidential (*Under Separate Cover*) - **CONFIDENTIAL**

ITEMS FOR DETERMINATION

12.6 Rehabilitation and Clean-up of Turallo Creek (Ref: C1822878; Author: Thompson/Abbott)

Summary

The section of Turallo Creek between the railway bridge and Tarago Road bridge, incorporating the Bungendore Common, is heavily infested with Willow trees and other invasive woody weeds. These cause significant blockages to natural water flow particularly due to tree trunks growing in-stream that catch fallen branch and other waste materials. The local SES have concerns on their ability to safely rescue anyone washed off the low-level crossing during a flood and community members have expressed concerns about the build-up of old logs and branches, the general health and appearance of the waterway.

There are several options for works to progress to remove the hazards within the creek. At this stage the more viable option of a progressive cleanup is recommended.

Recommendation

That Council consider the inclusion of \$60,000 funding in the 2018-2019 Operational Plan for Stage 1 works and as a contribution to a grant application under the Public Reserves Management Fund.

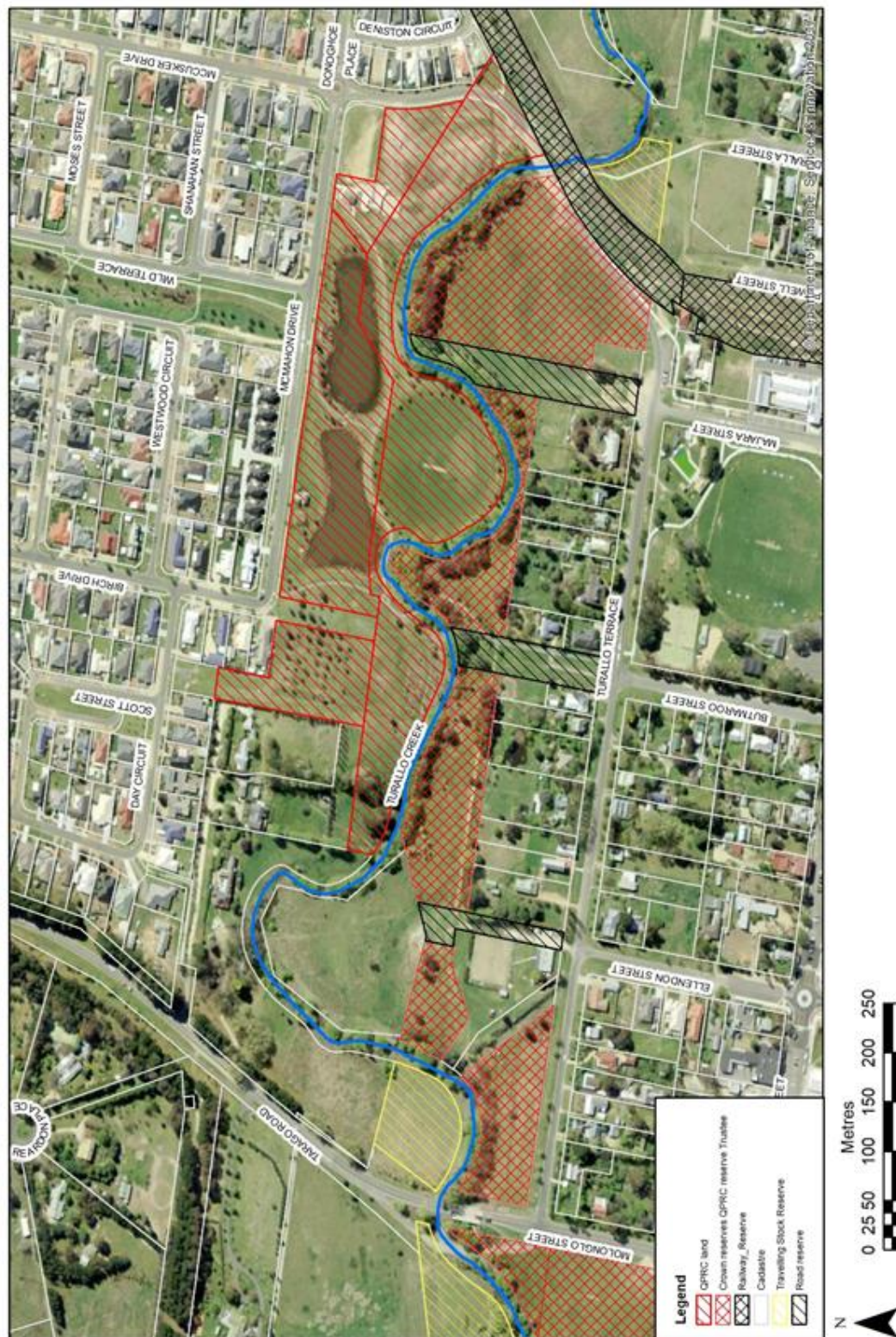
Background

In 2008 the former Palerang Council proposed to remove all willows along the Common using funds from a CMA willow removal grant program. Bungendore Landcare petitioned against the proposal and an alternative management program was implemented. Native trees were planted along the banks to establish sections of alternative native ecosystem prior to Willow removal. These native trees have now become well established and are in some cases being forced by willows to grow at unnatural angles.

Map 1 shows the current management responsibility for the watercourse and adjacent land. The entire reach of the watercourse between the bridges is classed as Crown Water Reserve and almost all of the willows are within this reserve. Approximately 1000m is bounded by public land, comprising the ~825m up-stream section bounded by Council-managed land on both sides and the ~175m downstream section bordered by Council land on the south side and Travelling Stock Reserve (Crown Land managed by Local Land Services) on the north side. Between these sections the water reserve is bordered by private land on both sides for ~400m.

12.6 Rehabilitation and Clean-up of Turallo Creek (Ref: C1822878; Author: Thompson/Abbott) (Continued)

Ownership of land adjoining Turallo Creek



Map 1 – Area of Proposed Rehabilitation Works

12.6 Rehabilitation and Clean-up of Turallo Creek (Ref: C1822878; Author: Thompson/Abbott) (Continued)

Following initial research the following approach is recommended:

1. Planning - Review of Environmental Factors and Project Plan developed with consultation.
2. Clean-up – Remove waste, woody debris, dead limbs and smaller woody weeds.
3. Rehabilitation - Staged removal of larger Willows and replanting, starting with ~300m downstream of the low-level crossing.

Planning discussions have commenced with Bungendore Landcare, riverine ecologists, tree removal experts, potential funding providers and relevant public land managers to determine a suitable program of works. Minor preliminary works were undertaken in December 2017 with the assistance of a Conservation Volunteers Australia team to help the initial clearing of a short section of creek.

Phase 1 – Planning

This includes:

- Review of proposed works associated with the concurrent flood mitigation program (including removal of Willows at the confluence of Turallo and Halfway Creeks; works on the levy bank that may result in vegetation removal).
- Review of Environmental Factors, including Aboriginal cultural heritage assessment.
- Development of a Project Plan including appropriate staging of works.
- Determination of estimated budgets and potential funding sources.
- Community consultation.
- Preparation of a Plan of Management.

This phase could be largely completed by Council staff as resources allow, supported by contractors for the aboriginal cultural heritage assessment and potentially other components.

Estimated cost: \$10,000 plus staff time

Phase 2 – Clean-up

This includes:

- Removal of rubbish.
- Removal of debris, fallen limbs, including log jams.
- Removal of small woody weeds (Blackberry, Hawthorn, etc).
- Removal of smaller Willow trees growing in-stream that cause debris traps.
- Slashing grass where needed to provide safe access.

This phase would require a team with hand tools, two chainsaws, chipper and truck. A team of four field workers clearing an average of 50m of creek and adjacent riparian land per day would take 20 days to clear the 1,000m of watercourse within public land. Internal Council resources could be boosted with temporary staff for this project, potentially including trainees (as previously used by the former Queanbeyan City Council for a similar project along the Queanbeyan River), otherwise contractors could be used.

Estimated cost: \$50,000

Phase 3 – Rehabilitation

This includes:

- Removal and safe disposal of willow (and other invasive species) trees in a staged manner along sub-reaches of creek, likely requiring grant funding and specialist contractors.
- Minor reshaping and reinforcement of any steep erosion banks posing a risk to the public or infrastructure.

12.6 Rehabilitation and Clean-up of Turallo Creek (Ref: C1822878; Author: Thompson/Abbott) (Continued)

- Replanting with native species.
- Potential for supporting works projects such as installation of nest boxes, footpaths, interpretive signage, fencing the dog off-leash area, etc

There is logical argument for the initial rehabilitation to occur at the upstream end of the reach. This is where the greatest safety concern lies, where willows will continue to drop limbs that impact on the entire reach, and where tree planting organised by Bungendore Landcare have become established. If say 300m was rehabilitated this would extend most of the way around the dog off-leash area but not conflict with any works associated with the levy bank upgrade further downstream. Discussions are underway with potential contractors to determine likely costs. The Public Reserves Management Fund Program PRMF (grant applications due 9 March 2018) is a potential source of funding, with applications up to \$150,000 requiring three quotes (noting that larger applications are also possible).

Potential Benefits

- Infrastructure protection – Reduce the risk of flood-borne debris impacting on Tarago Road bridge.
- Reduce floodwater impacts – Reduce the risk of flooding within the Bungendore township by increasing flow rates to complement works downstream resulting from the Bungendore Flood Study.
- Inter-agency collaboration between Council, Crown Lands and Local Land Services whose land all border the water reserve.
- Public safety – reduce the hazards posed to anyone washed off the low-level crossing during a high flow event and enable SES to more safely enact rescues.
- Visual amenity – improve the appearance of the creek by removal of rubbish, fallen limbs, debris and weeds.
- Biosecurity – Reduce the biosecurity risk posed by invasive woody weeds impacting the riparian area on-site and downstream.
- Biodiversity – Replace willows with native species that will provide improved habitat long term, potentially supplemented by fauna habitat boxes on existing native trees.

Implications***Legal***

Any person or local government authority proposing to undertake dredging, excavation or removal of material (including large woody debris, aquatic vegetation, boulders, gravel beds) reclamation or filling work within a waterway requires a permit from the Department of Primary Industries (Fisheries) (NSW DPI) unless the work has been authorised under the *Crown Lands Act 1989* or by a relevant public authority (not a local government authority).

Note: If you intend to obtain, or have already obtained, approval for these works from another relevant public authority (not a local government authority) such as the NSW Office of Water, you do not need to obtain a second approval from NSW DPI. However, that public authority is required to consult with NSW DPI before issuing their approval.

Environmental

Under Part 5, Section 111 of the *Environmental Planning and Assessment Act 1979*, where a proponent is planning to undertake an activity it is required to "examine and take into account

12.6 Rehabilitation and Clean-up of Turallo Creek (Ref: C1822878; Author: Thompson/Abbott) (Continued)

to the fullest extent possible all matters affecting or likely to affect the environment by reason of that activity." Section 112 of the Act further requires the determining authority to consider whether the proposed activity is "likely to significantly affect the environment". As a result, this REF establishes whether the proposal is likely to significantly affect the environment. Matters that must be considered under Part 5 of the *Environmental Planning and Assessment Act 1979* are listed in Clause 228 of the *Environmental Planning and Assessment Regulation 2000*.

In terms of environmental regulation, the NSW EPA would be the appropriate regulatory authority under provisions of the Protection of the Environment Operations Act 1997 (POEO ACT) by virtue of works being undertaken on behalf of Council. All reasonable measures would be required to minimise noise, prevent pollution of waters and lawful waste removal.

Engagement

Bungendore Landcare have been consulted in regard to willow removal and flood control clean-up work on the creek. A letter of support for potential PRMF funding has been requested.

Financial

Without a large grant, it is recommended that some funding be provided in the Operational Plan 2018/2019 budget. This could allow for Phase 1 & 2 works or be used as our dollar for dollar funding contribution should an appropriate grant funding opportunity arise.

Program Code	Expense Type	Funding source	Amount
		Budget item 2018/2019	Phase 1 \$10,000
		Budget item 2018/2019	Phase 2 \$50,000

Conclusion

The proposal will provide long term benefits to the area through improved access for riparian regeneration activities, public safety, weed control, and reduce the flood implications for the Creek.

Attachments

Nil

12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)

Summary

The planning proposal to rezone the former Lot 3 DP 1195030 (now part of lot 47 DP 1229434) Majara Street, Bungendore from IN2 Light Industrial to R2 Low Density Residential was issued a Gateway determination to proceed to the consultation stage in March 2017 by the NSW Department of Planning and Environment. The determination required Council to consult with a number of public authorities prior to placing the planning proposal on exhibition and to complete the planning proposal process within twelve months.

Council engaged consultants to undertake an acoustic analysis due to the proximity of an industrial area and the potential for noise to impact on the proposed residential land. The final acoustic analysis concluded that, subject to certain noise mitigation measures, the noise levels complied with the NSW Government *Noise Policy for Industry* levels.

It is recommended that the planning proposal proceeds to allow the rezoning of the former Lot 3 DP 1195030 from IN2 Light Industry to R2 Low Density Residential, subject to the requirements detailed in the recommendation to this report.

Recommendation

1. That Council advise the Minister for Planning under section 59 of the *NSW Environmental Planning and Assessment Act 1979* that it wishes to progress the rezoning of the former Lot 3 DP 1195030 (now part of Lot 47, DP1229434) from IN2 Light Industry to R2 Low Density Residential.
 2. That the *Palerang Local Environmental Plan 2014* Lot Size map be amended to show a minimum lot size of 1,000 square metres for lots within former Lot 3 DP 1195030.
 3. That the *Palerang Local Environmental Plan 2014* Height of Buildings map be amended to show a building height of 8.5 metres for lots within the former Lot 3 DP 1195030.
 4. That the rezoning of the former Lot 3 DP 1195030 (now part of Lot 47, DP1229434) from IN2 Light Industry to R2 Low Density Residential include provisions for the following:
 - a) there is a maximum of ten residential lots on the former Lot 3 DP 1195030 (now part of lot 47 DP 1229434).
 - b) there is a minimum 10 metre buffer on the western boundary and that this buffer is dedicated to Council as a drainage reserve (operational land).
 - c) there is a 10 metre buffer on the northern boundary of the former Lot 3 DP 1195030 (now part of lot 47 DP 1229434). This buffer shall be included within the residential lots with a covenant stating:
 - a. That the owners are to maintain the buffer and the adjacent fencing.
 - b. That the buffer is included in property fencing.
 - c. That there are to be no habitable structures within in the buffer.
 - d) a covenant is placed on the western most lot restricting any future dwellings to one storey only and that a 2m high lapped and capped timber fence be erected along the western boundary of that allotment.
 - e) a covenant is placed on all future residential lots restricting the erection of dual occupancies.
-

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

Background

There are a number of planning proposals (at various stages) with Council which seek to rezone land in the area of Bungendore for residential purposes. A planning proposal is the process under section 55 of the *NSW Environmental Planning and Assessment Act 1979* where local environmental plans can be amended to allow the rezoning of land. Currently, the *Bungendore Structure Plan 2010* is being reviewed and work on seeking an increase in Council's water allocation licence for the Bungendore town water supply is continuing.

At its meeting on 25 January 2017, Council resolved (Minute No. 010/17) amongst other things to continue with three of these proposals and to proceed with the planning proposal concerning the rezoning of the former Lot 3 DP 1195030 (now part of lot 47 DP 1229434) from IN2 Light Industry to R2 Low Density Residential. As a result, this planning proposal was referred to the NSW Minister for Planning for a gateway determination. The report to the meeting of Council on 25 January 2017, (Item No. 8.7) provides an outline of the planning proposals concerning Bungendore, the planning history of the IN2 Light Industrial land use zone and comment and recommendation on the planning proposal concerning Lot 3 DP 1195030. That report, the planning proposal and acoustic analysis reports should be read in conjunction with this report (Attachments 1, 3, 4 and 5).

A Gateway determination was received on 21 March 2017 for the former Lot 3 DP 1195030 planning proposal allowing it to proceed to the consultation stage and setting a timeframe of twelve months for completion (Attachment 2). Additionally, the determination set out the government agencies that were to be consulted prior to the exhibition of the planning proposal. Council was also given delegation to make the local environmental plan amendment (if the planning proposal was to proceed to allow the rezoning).

The Gateway determination noted that Council had identified that an acoustic analysis should be undertaken to identify potential noise impacts from the nearby industrial operations and options for mitigation. The analysis was considered necessary to progress the planning proposal and was completed in mid-August 2017 with a subsequent version being prepared in January 2018 due to the recent introduction of the *NSW Noise Policy for Industry* by the State government.

Adjoining Subdivision Patterns

Map 1 illustrates the planning proposal area, the former Lot 3 DP 1195030 and the land uses of adjoining and nearby lots.

From Map 1 below it is evident that the lots immediately to the south and to the north of the subject lot have already been subdivided or are likely to be subdivided in the near future. These subdivision patterns impose constraints on the development of the site for light industrial although options still exist for this to occur. In addition the property at 124A Ellendon Street immediately to the west has recently received approval for a 6 lot residential subdivision although no construction certificate has been issued as yet.

12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb) (Continued)



Map 1 Land uses in the IN2 Light Industrial zone and surrounds.

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

Consultation***Government Agency Consultation***

The Gateway determination required that the NSW Rural Fire Service, NSW Roads and Maritime Services and Department of Primary Industries – Water to be consulted. A letter attaching the planning proposal, Council report and background documents (Attachment's 1 and 3) was emailed to the NSW Rural Fire Service on 10 April 2017 requesting their comments. To ensure consistency with the section 117 *Direction 4.4 Planning for Bushfire Protection*, Council is required to consult with the NSW Rural Fire Service prior to the exhibition of the planning proposal. The NSW Roads and Maritime Services and the Department of Primary Industries – Water were also consulted by email on 26 April 2017. There were no objections to the planning proposal from these government agencies.

Community Consultation

The planning proposal with supporting documents including the acoustic analysis was exhibited from 22 August 2017 to 22 September 2017. Hard copies of the planning proposal and associated documents were displayed at the Council offices at Queanbeyan, Bungendore and Braidwood and the libraries in Queanbeyan and Bungendore. It was also placed on Council's website. Five submissions were received, two by letter and three through the Council website communication portal. The submissions are attached under separate cover (Attachment 6) and have been considered in a submissions report (Attachment 7) as well as in the following section of the report.

As outlined below a second acoustic report was commissioned by Council, which was forwarded to the two previous submitters who had raised land use conflict/acoustic concerns.

The content of the submissions has been grouped into five main themes which have been used to form the basis of the discussion on the merits of the planning proposal.

1. Availability of groundwater

There is concern that there will not be sufficient groundwater to cater for more dwellings in Bungendore.

Staff comment

There is sufficient town water for development within the existing town boundary. To cater for potential greenfield development (residential, commercial or industrial), additional potable water will be required. Council is investigating groundwater options with a view to an increase in the licence allocation.

2 Housing Supply in Bungendore

The submission questions whether Bungendore requires more residential land.

Staff comment

Council is aware that within the current residential land use zones and due to the larger size of some of these lots, there is potential for infill development but recognises that a lot of the potential infill development comes with considerable constraints. Such constraints include the difficulty of developing lots utilising the existing laneways which are characteristic of Bungendore's layout, long thin lots again characteristic to Bungendore and the consideration of heritage in some instances.

It is expected that the development of the southern part of Bungendore will mostly occur in the next five years. As stated in the background of this report there are planning proposals with Council that seek to develop residential areas outside of the existing town boundary. Such

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

development is dependent on there being additional town water and the direction of the reviewed Structure Plan.

Note: Residential accommodation (dwellings, residential flat buildings, multi-dwellings and the like) are prohibited in the IN2 Light Industrial land use zone under the *Palerang Local Environmental Plan 2014*.

3 Loss of industrial land and it being of 'minor significance'

One submission also claims that the loss of this lot from industrial to residential is not of minor significance because it could set a precedent of rezoning industrial land to residential. The loss of industrial land and that land being lost to accommodate dwellings when there is not a demonstrated need was the basis of the submission.

Staff comment

The area of the former Lot 3 DP 1195030 and adjoining land is the only industrially zoned land in Bungendore and accommodates existing industrial land uses such as the concrete batching plant, the furniture manufacturer as well as the Council depot. The nature of the industrial land away from major urban centres is that take-up is often slower. However, this does not necessarily mean that there will be no demand in the future. Industrial land is necessary to provide some local business and employment opportunities. It also reduces the need to travel outside of Bungendore for some residents.

The January 2017 report to Council concerning this planning proposal stated:

It is concluded that the rezoning of Lot 3 DP 1195030 is of a minor nature as it is only one lot which is not directly adjacent to the furniture manufacturing business, noise impacts from the nearby batching plant can be dealt with by an acoustic review and the stormwater generated by ten residential lots can be accommodated within the existing system...

It is concluded that Bungendore continues to be subject to development pressures and that it is necessary to take a strategic approach to the growth of Bungendore as well as some of the current land use and infrastructure matters. The best approach to do this is to continue work on the Structure Plan, IWCM Strategy, groundwater and the draft local environmental plan, making this a priority over any planning proposals which seek to increase develop either residential, commercial or industrial land. However, as Lot 3 DP 1195030 is considered minor, Council should seek a Gateway determination for this to proceed.

As previously stated work continues on the review of the Bungendore Structure Plan including the consideration of greenfields industrial land. This is in part because there has been a tension between light industrial development and residential development in the area for some years. The assessment of the area in the review will ideally determine the future direction of the area which is surrounded by housing as a result of village zoning. In the meantime, Council has resolved not to progress new planning proposals in this area until the review of the Bungendore Structure Plan has been completed. However, the planning proposal for Lot 3 was on foot and should be finalised.

4 Land use conflict

Land use conflict is raised in submission 5c) of Attachment 7.

Staff comment

Land use conflict occurs where there are two or more land uses are adjoining or in the vicinity of each other and the uses of one affect the amenity or the operation of the other. In this instance the primary potential land use conflict is industrial land use activities impacting on residential amenity.

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

The planning proposal provides some detail on the planning history of the area and the concrete batching plant. In 2016, Council refused a development application to produce jersey barriers at the concrete batching plant on the grounds that the production of these was not considered light industry.

To consider any potential land use conflict resulting from the noise amenity in the proposed residential area, Council commissioned an acoustic analysis in August 2017 and a subsequent analysis in January 2018 following a change in NSW Government policy.

Page 18 of the planning proposal suggests options for addressing potential noise from the concrete batching plant. These are:

- *Construction of an acoustic barrier along the full extent of the western boundary of the site. At this stage, it is considered that the maintenance responsibility would lie with the owner of the lot (proposed lot 51) imposed on title by way of a Positive Covenant or similar. Details of the construction density and height would be subject to an acoustic report and best considered during a future subdivision application; and/or*
- *Imposition of a 'restriction on the use of land' (s.88B of the Conveyancing Act 1919) to create a 10m buffer adjacent to industrial zoned land, where habitable structures are not permitted. A buffer along the northern boundary may or may not be required, depending on the timing of development and configuration of buildings on the newly subdivided lots; and/or*
- *Restriction on the design of proposed lot 51 to include a driveway along the western boundary to maintain a 3 to 4m physical separation.*

Additionally, page 17 of the planning proposal states that there could be a 'nil setback' for the industrial subdivision to the north. It is noted that it would be necessary to vary C8.2 of the *Palerang Development Control Plan 2015* as the setback provision is:

- *Side and rear setback, where the adjoining land is residential land the minimum setback is to be 5 metres*

There is no condition of consent for DA 2015.172 (14 lot industrial subdivision to the north of the former Lot 3 DP 1195030) to include building envelopes so the control relating to setbacks would apply unless a variation was agreed to by Council.

However, Condition 10 of DA.2015.172 does require the following:

The developer at own cost shall construct a 2m lapped and capped timber fence along the existing southern boundary of the lots. Details are to be supplied and approved by Council prior to construction.

Reason: To protect the amenity of existing residential properties.

Concern about land use conflict resulted in an acoustic analysis being commissioned. The acoustic analysis was undertaken by Renzo Tonin (Attachment 4) on 18 August 2017 applying the *NSW Industrial Noise Policy* (2000). In October 2017, the NSW Government introduced the *Noise Policy for Industry*. Following the introduction of the new policy Council requested that Renzo Tonin prepare a further report.

The first report (August 2017) found that none of the solutions would be effective in ameliorating noise. It investigated six scenarios including using a mix of 2 metre and 4 metre high noise walls and quiet dwellings in designing a suitable layout for reducing industrial noise emanating from the concrete batching plant. The analysis found that none of the solutions will work effectively. Whilst this report did not state that residential land uses cannot be accommodated it is of concern that the noise barriers were considered not to be effective in reducing the noise from the pneumatic valve on the concrete silo due to the height of it.

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

The second report (January 2018 Attachment 5) found that unlike the first analysis that the scenarios complied with the noise guidelines. The author of the acoustic analysis provided the following explanation regarding the reason that there was a difference in the acoustic analysis:

It is noted that the NPfl (Noise Policy for Industry) assess noise impacts from existing industry on new residential developments slightly differently to the superseded INP. The main difference is that the NPfl does not require the assessment of intrusiveness noise impacts onto the proposed residential sub-division from existing industry, as stated in Section 2.4.3 of the policy compared to the INP. Given that the location of the subject site is in a rural type area, background noise levels were measured to be relatively low which had previously resulted in an intrusiveness noise goal significantly lower than the amenity noise level applied in this report. With this in mind, noise impacts presented in this report are minimal when assessed against the amenity noise levels, compared to the previous INP assessment against the intrusiveness noise goals

Scenario 4 (p17 Attachment 5) from the acoustic analysis (January 2018) found that the noise modelling results would comply with the recommended noise level across the entire site. The scenarios consists of the following:

- first floor level (i.e. 4.5m above ground) assessment locations
- inclusion of approved light industrial subdivision to the north of the subject site with the construction of an approved 2m high noise wall on the common boundary between the subject site and approved light industrial subdivision
- no noise wall on the common (western) boundary between the subject site and the concrete plant

The modelling results for Scenario 4 show that if the approved light industrial subdivision to the north of the subject site is developed and a 2m high noise wall is constructed along the northern boundary, noise from the existing concrete plant and furniture factory and from the new light industrial subdivision would comply with the recommended LAeq (15min) amenity noise level across the entire subject site for the first floor level assessment locations.

It should be noted that the author of the acoustic analysis considered the fence referred to in the condition of consent (see above) to be sufficient to be called a 'noise wall'.

The only scenario where the noise levels did not comply were scenario 6 (p19) in relation to the pneumatic pulse of air generated compressors and sleep disturbance in the north-western corner of the site for first floor levels of double storey dwellings potentially located there.

The report conclusion (p23) states:

On-site measurements of existing industrial noise were assessed to comply with the NPfl recommended LAeq (15min) amenity noise levels. Additionally, measured maximum noise levels for the assessment of sleep disturbance were determined to comply with the applicable sleep disturbance assessment LMax noise level for future ground floor level assessment locations; however, exceedances were measured for the future first floor level assessment locations.

The report (p21) discusses noise walls and design of residential dwellings in relation to addressing the situation identified in Scenario 6. If noise walls were to be installed on the western and northern boundary an acoustic consultant would be required. Residential dwellings in the affected area would require a design which reduced the intrusion of noise into sensitive areas and not allowing two story dwellings in the noise affected area. As such the western most block in any future subdivision would likely be affected. For this reason it is recommended that development on this allotment be limited to a single storey.

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

In addition to the noise associated with the concrete batching plant there may be other amenity issues such as dust and lights and the visual amenity associated with industrial structures. Although with the daylight operating hours of the concrete batching plant the disturbance from lights is likely to be low. Dust can generally be managed through suppression measures. It will be a challenge to create a high quality residential development within close proximity of an industrial land use.

It is the experience of Council staff that where residential land uses are in close proximity to industrial land uses, complaints about amenity, particularly noise are difficult to manage as the rectification of them is generally expensive. An acoustic consultant would need to be engaged by the proponent to assist with the design of the subdivision.

Any activity in the land use zone IN2 Light Industrial must meet the definition of light industry. The *Palerang Local Environmental Plan 2014* dictionary defines this as being:

light industry means a building or place used to carry out an industrial activity that does not interfere with the amenity of the neighbourhood by reason of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, or otherwise, and includes any of the following:

(a) *high technology industry*

(b) *home industry*

In regard to potential land uses on the industrial subdivision to the north as stated above they must meet the definition of light industry. Council can request an acoustic report to consider amenity as part of the development application process.

The second acoustic report was sent to those who had made submissions raising issues of land use conflict and acoustic concerns and were given a two week period for comment. No further comments have been received in relation to the updated acoustic analysis that was based on the new Noise Policy for Industry.

5 No strategic context

One of the submissions states that there is no adopted plan that identifies the location of industrial lands in Bungendore, therefore there is no strategic basis to support the proposed rezoning. The submission suggests that the planning proposal cannot be considered minor and should not be made by Council under delegation.

Staff comment

The matters raised in the submissions will be considered in the review of the Bungendore Structure Plan. The review will assess whether there are further residential areas required in association with the availability of town water.

Options concerning the management of the planning proposal

The report has a number of background studies to draw upon as well as the previous history of the site to allow a decision to be made on the rezoning of Lot 3 DP 1195030 (now part of lot 47 DP 1229434) from IN2 Light Industrial to R2 Low Density Residential. It also has the benefit of government and community consultation. In the case of background studies these include an acoustic analysis in addition to the planning proposal and its associated reports. Given all of the above, there appear to be four options in relation to finalising this planning proposal:

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

Option 1 Advise the Minster that Council does not want to proceed with the planning proposal

If the planning proposal does not proceed the former Lot 3 DP 1195030 will remain zoned IN2 Light Industrial. The implications of this are:

- A subdivision application can be submitted to create IN2 Light Industrial lots and industrial activities could occur on the lots, generally with development consent. However the shape of the allotment would be severely constrained.
- There would not be industrial/residential land use conflict on the northern and western side of the lot, however there would be a possible loss of amenity for the dwellings on the southern side (part Lot 47 DP 1229434 and the recently created residential lots-DP 1229434). Whilst potential purchasers of these residential lots could have viewed the *Palerang Local Environmental Plan 2014* and seen that it was zoned IN2 Light Industrial and accepted that at the time of purchase, they may feel differently if light industrial activities were to commence adjacent to their properties. The comments and definition of light industry above should be noted.
- The loss of ten potential dwelling sites in a growing area. Against this there are other opportunities for prospective residents to purchase residential land.
- There is no loss of land for potential light industry, which in turn does allow for the development of industrial activities.

Option 2 Progress the planning proposal as exhibited (ten residential lots) to notification

This option (as in the planning proposal) would result in a maximum of ten dwellings (with subdivision and dwelling development approval). The implications of this are:

- The second acoustic analysis found that there would not be a reduction in residential amenity from the existing industrial activities.
- Up to ten dwellings could be erected with development consent in an area experiencing growth. It is suggested that it is difficult to quantify whether the economic multipliers associated with the construction of ten dwellings containing 25-30 people, would be greater than light industrial activities on the lot and their associated multipliers.
- It avoids the potential interface issues to the south of the former Lot 3 DP 1195030.
- There are potential amenity issues with existing industrial land uses occurring on the western and northern sides and new dwellings (refer to the discussion above). Additional fencing on the western boundary would assist acoustic and visual amenity.
- The size of the lots would not allow for further residential subdivision (unless the local environmental plan was amended).
- There would be the opportunity for dual occupancies which would increase the number of people that may have concerns about residential amenity and economic multipliers.
- The layout of a potential residential subdivision-adjacent to light industrial land on the northern and western side, an active railway on the eastern and a public road on the southern side does not create an ideal residential setting. However, there is a demand for residential land in Bungendore and it is likely that there will be interest in potential residential lots.
- The planning proposal identified that it was of minor significance that the former Lot 3 DP 1195030 is rezoned to R2 Low Density Residential as there is other industrial land in Bungendore.

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

- The industrial buildings on the northern boundary may restrict solar access for the potential residential lots. The *Palerang Local Environmental Plan 2014* Height of Buildings map shows the former Lot 3 DP 1195030 as having a building height of 9 metres. However, the imposition of an appropriate buffer along this common boundary would ameliorate most impacts on the living areas of any future dwelling.
- It is suggested that there should be some treatment of the northern and western boundaries of the former Lot 3 DP 1195030. These could be:
 - That there is a maximum of ten residential lots on the former Lot 3 DP 1195030 (now part of lot 47 DP 1229434).
 - That there is a 10 metre buffer on the western and northern boundaries of the former Lot 3 DP 1195030 (now part of lot 47 DP 1229434).
 - That the western boundary buffer should be owned and managed by Council and the northern boundary buffer should be included in the residential lots with a covenant stating that the owners are to maintain the buffer and that buffer is included within the property fencing. The maintenance of a wall/fence (refer to above regarding the condition of consent) would be the responsibility of property owners.
 - There is a 2m high noise barrier along the western boundary of the western most lot.
 - The 10m wide western buffer area needs to be in Council's ownership and dedicated as a drainage reserve which is essential to the Bungendore stormwater system. Council would bear the future maintenance cost of this drainage reserve.
- There should be a restriction on the erection of habitable structures in the northern buffer.
- That a covenant is placed on the western most lot restricting any future dwellings to being only one storey.
- That a covenant is placed on all future residential lots restricting the erection of dual occupancies.

Option 3 Defer the decision on the planning proposal until the review of the Bungendore Structure Plan is completed

This option would delay making a decision on the future of the planning proposal until the completion of the review of the Bungendore Structure Plan. The outcomes of the review are not likely to be finalised until mid 2018 at the earliest. As noted in the report to Council in January 2017, there was a submission on the rezoning of industrial land at the time of the draft *Palerang Local Environmental Plan 2014*. The rezoning of the existing light industrial land to residential has been a strategic planning matter that requires attention for over a decade and has a long land use planning history (as outlined in the planning proposal and report to Council). The review of the Bungendore Structure Plan is the appropriate vehicle to do this.

It is suggested that even if the revised Bungendore Structure Plan included potential greenfields industrial sites, it would be many years before construction could commence on a site and Council can only encourage existing industrial businesses to relocate.

There are currently alternative opportunities in Bungendore for residential land development. Until the Bungendore Structure Plan review has substantially progressed it does not seem prudent in respect of land use planning to rezone any more industrial land in Bungendore.

It is noted that Recommendation No. 5 of the report to the meeting of Council on 25 January 2017 (Minute No. 010/17) was:

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

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

Plan has been substantially completed and discussed with government agencies and the community. This includes Lot 1 and Lot 2 DP 1195030 Majara Street

Despite the above, it is suggested that the rezoning of the former Lot 3 DP 1195030 from IN2 Light Industrial to R2 Low Density Residential would have a minor impact on the supply of residential land in Bungendore and available land for light industry. In this instance there is little to be gained by delaying a decision in regard to this planning proposal.

Implications***Legal***

The planning proposal process is managed under Part 3 of the *NSW Environmental Planning and Assessment Act 1979*. The process, information available and consultation has provided the opportunity for the merits and externalities of the planning proposal to have been considered.

The issuing of a Gateway determination to proceed does not prevent Council from advising the Minister that the planning proposal should not proceed. Section 58(4) of the Act states that the relevant planning authority (Council in this instance) may at any time request that the Minister determine that the proposal does not proceed.

Policy

Whilst there is no Council policy regarding the management of planning proposals in the Queanbeyan-Palerang Regional Council area, this does not prevent Council from determining not to proceed with a planning proposal.

Environmental

Environmental matters have been considered in the planning proposal and an acoustic analysis has been undertaken. The availability of potable water for the planning proposal site is considered adequate.

Sustainability

The *NSW Local Government Act 1993* sets out guiding principles for decision making by councils. Clause 2(d) states "Councils should consider the principles of ecologically sustainable development." The Act states ecologically sustainable development requires the effective integration of economic and environmental considerations in decision making processes. The *Queanbeyan-Palerang Community Strategic Plan 2018-2028* is structured around the areas of social, economic, environment and leadership in decision making.

The provision of land which can lead to the local employment or the erection of dwellings which will create economic multipliers and increase the social capacity of Bungendore and the Queanbeyan-Palerang local government area requires a consideration which satisfies the principles of ecologically sustainable development.

Asset

Any future residential subdivision will be required to pay development contributions (section 94 and 64) to Council for the management of Bungendore assets in addition to providing the required hard infrastructure necessary for residential use.

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

Social / Cultural

If the former Lot 3 DP 1195030 is developed for ten residential lots there will be an increase of approximately thirty people. It is suggested that this a minor impact and there are sufficient existing services and infrastructure to accommodate this increase. Additionally, a proportion of section 94 contributions will be allocated to the provision of community infrastructure.

Economic

It is suggested that the development of the Lot 3 DP 1195030 for residential purposes and loss of one lot zoned IN2 Light Industrial is not economically detrimental to Bungendore. Economic development is one of the matters being considered in the review of the Bungendore Structure Plan.

Strategic

It is important that development in Bungendore occurs in a co-ordinated manner through progressing the review of the Structure Plan. Consultation with the community will be crucial in the development of the strategic direction of the town which in turn will assist in the future development of land.

Engagement

Government and community consultation is outlined in detail above.

Financial

The consideration of the planning proposal, preparation of this report and the implementation of the recommendations has been allowed for in Council's 2017/18 Operational Plan.

Resources (including staff)

The preparation of this report and response to submissions has involved two members of the Land-Use Planning Branch. Further work by Council staff will be required to implement the recommendations of Council.

Conclusion

It is concluded that Option 2 - Progress the planning proposal as exhibited (max ten residential lots) to gazettal is appropriate, however, there are amenity concerns with this. Consequently, the following should be required as part of the subdivision approval:

- That there is a maximum of ten residential lots on the former Lot 3 DP 1195030 (now part of lot 47 DP 1229434).
- That there is a minimum 10 metre buffer on the western boundary and that this buffer is dedicated to Council as a drainage reserve (operational land).
- That there is a 10 metre buffer on the northern boundary of the former Lot 3 DP 1195030 (now part of lot 47 DP 1229434). This buffer shall be included within the residential lots with a covenant stating:
 - That the owners are to maintain the buffer.
 - That the buffer is included in property fencing.
 - That there are to be no habitable structures within in the buffer.

**12.7 Majara Street Planning Proposal (Ref: C1822014; Author: Thompson/Robb)
(Continued)**

- That a covenant is placed on the most western lot restricting any future dwellings to being only one storey and that a 2m high lapped and capped timber fence be erected along the western boundary of that allotment.
- That a covenant is placed on all future residential lots restricting the erection of dual occupancies.

Attachments

Attachment 1	Combined Majara Street Planning Proposal Documents (<i>Under Separate Cover</i>)
Attachment 2	Gateway Determination for Planning proposal to amend Palerang Local Environmental Plan 2014 - Majara Street Bungendore (PP_2017_QPREG-001-00) (<i>Under Separate Cover</i>)
Attachment 3	Planning Proposals Relating to Bungendore and its Immediate Surrounds and the Review of the Structure Plan - Council - 25 January 2017 (<i>Under Separate Cover</i>)
Attachment 4	FINAL Noise Assessment for Majara Street Planning Proposal, Bungendore (<i>Under Separate Cover</i>)
Attachment 5	FINAL Noise Assessment for Majara Street Planning Proposal (<i>Under Separate Cover</i>)
Attachment 6	Combined Redacted Submissions - Majara Street Planning Proposal - 2017 (<i>Under Separate Cover</i>)
Attachment 7	Public Exhibition report on Majara Street Planning Proposal (<i>Under Separate Cover</i>)

ITEMS FOR DETERMINATION

12.8 Comprehensive Local Environmental Plan - Requests for Spot Rezoning (Ref: C1819131; Author: Thompson/Carswell)

Summary

One of Council's current major land-use planning projects is the preparation of the Comprehensive Local Environmental Plan (LEP) for the Queanbeyan-Palerang Local Government Area. This primarily involves amalgamating all of Council's principle local environmental plans and is intended to be largely an administrative merger.

This report considers how Council should deal with new requests for spot rezonings that arise during the comprehensive LEP process.

Recommendation

- 1. That Council note the report identifying the Comprehensive LEP is a priority.**
 - 2. That the preliminary enquiry fee of \$1500 apply to all new planning enquiries and/or planning proposals considered to be minor.**
 - 3. That any new planning enquiries or planning proposals then determined to be minor and received from the date of this report, be progressed as part of the comprehensive LEP.**
 - 4. That any new major planning proposals or, new minor planning proposals that are likely to delay the Comprehensive LEP process, not be progressed until after the Comprehensive LEP process is completed. This includes any new proposals which are received after the Comprehensive LEP process has reached an advanced stage.**
-

Background

One of Council's current major land-use planning projects is the comprehensive Local Environmental Plan (LEP) for the Queanbeyan-Palerang Local Government Area. This project is being driven by the State Government who see amalgamating LEPs as a major priority for merged Council's.

The Comprehensive LEP process primarily involves amalgamating all seven of Council's principle local environmental plans and is intended to be largely an administrative merger.

Notwithstanding this, Council is likely to continue to receive requests for spot rezonings and/or alterations to planning controls for particular sites. These will require a degree of investigation/research and as such it is recommended that new enquiries be charged the preliminary enquiry fee as contained in the fees and charges schedule at the time that the enquiry is lodged (presently \$1,500 for 10 hours). The fee covers:

- Meeting(s) with the proponent.
- Reviewing any submitted information and undertaking research.
- Preparing a Council report.

This would only apply to enquiries or planning proposals considered to be minor otherwise a major fee would be charged. This fee does not fully cover Council's costs.

Once the new enquiries have been investigated a decision will be made as to whether it can be incorporated into the Comprehensive LEP process. If it can then the planning proposal will proceed. However, if there is any likelihood that proceeding with the proposal will result in a

12.8 Comprehensive Local Environmental Plan - Requests for Spot Rezoning (Ref: C1819131; Author: Thompson/Carswell) (Continued)

delay to the Comprehensive LEP process or the enquiry is received after the Comprehensive LEP has reached an advanced stage, then further action on the enquiry is recommended to be suspended until the Comprehensive LEP process is completed.

In addition to the Comprehensive LEP the Branch is currently undertaking 10 major planning proposals and four other major land-use planning projects in addition to its other work. Given this workload and that the State Government views the Comprehensive LEP as a priority no further new major planning proposals are likely to be progressed until the Comprehensive LEP process is completed

At this stage all of Council actions in relation to the comprehensive LEP are targeted to be completed by April 2019.

Implications***Legal***

Any new enquiries and/or planning proposals taken forward as part of the comprehensive LEP will need to be prepared consistently with the requirements of the *Environmental Planning and Assessment Act, 1979*.

Policy

Should the recommendations of this report be adopted, they will confirm a number of policy positions. These include that the comprehensive LEP is a priority project and that any new enquiries or planning proposals considered to be minor will be charged the preliminary enquiry fee as set down in Council's fees and charges, and applicable at the time that it is lodged. They will also confirm that these are to be processed as part of the comprehensive LEP unless the proposal will result in a delay to the Comprehensive LEP process or the process has reached an advanced stage.

Strategic

The recommendations of this report reinforce the position that preparing a single local environmental plan is consistent with providing a clear strategic framework for land use planning for the Council area.

Engagement

Community engagement for enquiries and/or planning proposals that are carried forward as part of the comprehensive LEP will be subject to the Gateway determination issued for it by the Department of Planning & Environment. This will prescribe the consultation that will be required in respect of the new plan. This will likely require significant consultation with both government agencies and the community.

Financial

There will be some revenue generated through the lodgement of new planning proposals.

Resources (including staff)

New minor planning proposals will involve at least one staff member for each enquiry involved and is covered by the relevant project budget.

Integrated Plan

This is a project identified in the Operational Plan 2017-18.

12.8 Comprehensive Local Environmental Plan - Requests for Spot Rezoning (Ref: C1819131; Author: Thompson/Carswell) (Continued)

Conclusion

It is considered that the recommendations of the report are justified given the importance of the Comprehensive LEP and should be supported by Council.

Attachments

Nil

ITEMS FOR DETERMINATION

12.9 Queens Bridge Approach Enhancement (Ref: C1820460; Author: Thompson/Sibbick)

Summary

Funding from the Stronger Communities (\$9M) program has been provided to enhance the approach to the Queens Bridge, along Bungendore Road, from the Yass Road round-a-bout. As a result, a landscape concept design has been created in consultation with Urban Landscape staff. Public consultation was conducted and the concept design presented to a Councillor workshop. This report recommends implementation of some of the aspects of the landscape design, to fit within the specified budget.

Recommendation

That Council endorse the Soul2Soil concept designs for Bungendore Road - Queens Bridge approach, excluding the over road bridge entrance feature and crossings at the round-a-bouts.

Background

The landscape upgrade of the section of Bungendore Road between the Queens Bridge and the Yass Road round-a-bout is required to enhance the approach into the Queanbeyan CBD. As a result, landscape consultant Soul2Soil was engaged to produce a concept design that was made available to the community and Councillors, to make comment.

The concept recommends:

- Kerb and gutter treatment to this section of road (subject to available funds).
- Some selective removal of cypress pines, due to ill health or where sight lines can be enhanced. Privacy screening is to be retained.
- Removal of the box hedge on Yass road round-a-bout and new planting with colourful crepe myrtles.
- Additional screen planting where required using colourful species.
- Continued removal of the diseased or hazardous eucalypts for safety reasons.
- Construction of footpaths suitable for shared use.
- Entrance treatment to Sister City Park to match existing.
- Embankment treatment near Sister City Park.
- Bench seating.
- Gateway bridge entrance (Note: This item is not supported by staff and would be difficult to obtain RMS approval)

Implications***Policy***

The relevant policies affecting this project are:

- Queanbeyan–Palerang Regional Council Procurement Policy
- Queanbeyan-Palerang Regional Council Procurement Procedure

12.9 Queens Bridge Approach Enhancement (Ref: C1820460; Author: Thompson/Sibbick) (Continued)

Asset

The work to be carried out will be consistent with the Soul2Soil landscape design as attached and also detailed below.



12.9 Queens Bridge Approach Enhancement (Ref: C1820460; Author: Thompson/Sibbick) (Continued)

Engagement

Community engagement was conducted from Tuesday 16 January 2018 to Monday 12 February 2018, via “Your Voice” on Council’s web site; Facebook; newspaper advertising; the e-newsletter; and a Councillor Workshop. A summary of the feedback is attached.

Financial

Funding from the Stronger Communities \$9M fund has been provided for the project to enhance the Queens Bridge Approach. The scope of works to be determined for this project will be limited to the \$200K funding available.

Program Code	Expense Type	Funding source	Amount
100703	Stronger Communities \$9M	\$	200,000

Resources (including staff)

Staff of Council’s Urban Landscapes branch will be responsible for managing this project, to enhance the approach to the Queens Bridge, using both Council staff and contractors to carry out hard and soft landscaping work.

The project may be carried out in stages as financial resources permit. The work to be carried out as a result of the community consultation, in priority order, is proposed to include:

1. Tree planting, from the Yass Road roundabout, continuing past the service stations.
2. Selected tree removal to address safety concerns and visual amenity (staged to minimise impact).
3. Landscaping along the Art Gallery boundary fence.
4. New entrance feature into Sister City Park (to replicate opposite side of park).
5. New plantings at Yass Road roundabout.
6. Improved footpaths along the entire length of Bungendore Road from Yass Road roundabout the Queens Bridge, set back behind kerb or within park land for safety.
7. Kerb and gutter to Bungendore Road from Yass Road roundabout to the Queens Bridge (As funds become available).

Integrated Plan

This project is included in the Urban Landscapes Capital Works Program 2017-2018, within the QPRC Operational Plan 2017-2018.

Conclusion

Mostly, positive feedback was received from the community regarding this project to enhance the Queens Bridge approach to Queanbeyan. The proposed landscaping will provide an attractive entrance, with views through open parkland, while still providing privacy to residences adjoining Bungendore Rd. The priority at this first stage will be tree work, some footpath work, landscaping at the Art Gallery boundary fence and Sister City entrance.

**12.9 Queens Bridge Approach Enhancement (Ref: C1820460; Author:
Thompson/Sibbick) (Continued)**

Completion of paths and the kerb and guttering work must be staged and proceed as funds become available.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Concept Plan Scale 1_1200 Queens Bridge Approach 2 (<i>Under Separate Cover</i>) |
| Attachment 2 | Detailed Plan Scale 1_500 Queens Bridge Approach (<i>Under Separate Cover</i>) |
| Attachment 3 | Queens Bridge Approach - Engagement Summary (<i>Under Separate Cover</i>) |

12.10 Six monthly update on Operational Plan (Ref: C1819266; Author: Tegart/Tozer)

Summary

In usual reporting cycles, Council is required to report every six months on its progress against the Delivery Program. Due to the amalgamation, QPRC is currently without a Delivery Program and is operating in the unique state of having a standalone Operational Plan. Despite the lack of a Delivery Program, Council will continue to report on the progress of the actions contained in the adopted 2017-18 Operational Plan.

Recommendation

That Council note the six-monthly update on the adopted Operational Plan.

Background

Council's Operational Plan was adopted in June 2017 and contains the actions and services that Council will undertake during the financial year.

Due to the implementation of the transition organisational structure, many areas of Council were still forming at the time of adoption. Therefore reporting for the first six months of the year will focus on the actions contained in the Operational Plan – these are largely capital and operational projects. A small number of performance measures will be reported on in August 2018 as part of the 12-month report.

Council has purchased a licence for the CAMMS performance reporting software and staff are currently working within the software to ensure full reporting capabilities are up and running following the adoption of the Delivery Program 2018-21.

The attached report is based on a standard template with the CAMMS system and will be customised over the coming months to include more relevant information, including financials. The current report includes information on the status of the action, including percentage complete and a comment from the relevant Service Manager.

Implications

Integrated Plan

The attached report forms the reporting elements of the Integrated Planning and Reporting Framework. A further report will be provided to Council at the end of the financial year. Information will also be used to complete the 2017-18 Annual Report.

Conclusion

The six-monthly update on the Operational Plan provides Council and the community with a snapshot of progress as at 31 December 2017.

Attachments

Attachment 1 Six-monthly report - July-December 2017 (*Under Separate Cover*)

**12.11 Quarterly Budget Review Statement for the Quarter Ending 31 December 2017
(Ref: C1819686; Author: Taylor/Marmont)**

Summary

This report presents the December 2017 Quarterly Budget Review Statement (QBRs) for the information of Council and the community.

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

Council's Quarterly Budget Review Statement result is a deficit of \$64,411.

Recommendation

That Council:

- 1. Adopt the December 2017 Quarterly Budget Review Statement and variations as outlined in this report.**
 - 2. Note the predicted consolidated deficit of \$64,411.**
-

Background

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

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

The overall consolidated funded result has moved from a Surplus position of \$59k from the September Quarterly budget review to a deficit of \$64,411 for the December Quarterly budget review. Where Council has separately resolved to apply funds to projects or issues, they are recorded in the QBRs.

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.

Cash Budget Variations

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:

- Better than anticipated return on investments \$480k (F)
- Increase in Land Use Planning User Charges & Fees \$262k (F)
- Additional State Roads User Charges & Fees \$311k (F)

**12.11 Quarterly Budget Review Statement for the Quarter Ending 31 December 2017
(Ref: C1819686; Author: Taylor/Marmont) (Continued)**

- Additional Noxious Weed Control grants \$136k (F)
- Roads to Recovery grant income reallocated from Operational to Capital \$278k (U)

Operating Expense adjustments:

- Additional funds required for ICT Transition project \$300k (U)
- Trainee (Gardening) positions not previously budgeted \$260k (U)
- Internal recharge of project expenses reallocated between operating and capital \$178k (F)
- Additional minor savings throughout Council \$145k

Capital Income adjustments:

- Additional Stronger Country Communities grants income \$2.020m (F).
- Reserve funding of Ellerton Drive project not required in 2017/18 \$8.4m (U)

Capital Expense adjustments:

- Additional expenses in relation to Stronger Country Communities grants projects \$2.020m (U) – offset per above.
- Additional funds required for Wet Play area postponed from 2017/18 \$200k (U)
- Additional funds required for ICT Network Merge project \$95k (U)
- Additional funds required for Queanbeyan FM Radio Relocation \$175k (U)
- Internal recharge of project expenses reallocated between operating and capital \$178k (U)
- Ellerton Drive Extension expenses transferred to future years \$8.250m (F)

Non Cash budget variation

Operating Expense adjustments:

- Depreciation expense adjusted, based on prior years actual, to better reflect anticipated result \$3.971m (U)

Implications***Legal***

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

Financial

The tables below summarise the Funds and Consolidated results as at 31 December 2017.

12.11 Quarterly Budget Review Statement for the Quarter Ending 31 December 2017
(Ref: C1819686; Author: Taylor/Marmont) (Continued)

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

Code	Description	Annual Original Budget 18GLBUD0 / 18PJBD0	Annual Revised Budget 18GLBUD1 / 18PJBD1	Actual Ledger 18GLACT / 18PJACT	Budget Revision	Current Revised Budget 18GLBUD2 / 18PJBD2	Variance Previously Revised to Current Budget
	Expenses						
6EX01	Employee Benefits	39,245,155	39,544,722	21,864,787	(119,907)	39,424,815	(0%)
6EX02	Borrowing Costs	2,246,773	2,246,773	398,567	0	2,246,773	0%
6EX03	Materials & Contracts	24,795,528	25,341,577	12,907,697	891,492	26,233,069	4%
6EX04	Depreciation & Amortization	13,404,517	13,299,152	26	4,779,327	18,078,479	36%
6EX06	Other Expenses	10,027,870	10,264,930	6,342,437	121,980	10,386,910	1%
6EX08	Cost of Assets Sold	0	0	(9,000)	0	0	0%
6EX10	Transfer to Reserves	7,211,774	6,753,124	150,000	52,156	6,805,280	1%
6EX11	Internal Recharges	(6,098,170)	(5,784,219)	(1,058,259)	(133,404)	(5,917,623)	2%
6EX12	Internal Distribution Attribution	(4,675,797)	(4,675,797)	(4,675,777)	0	(4,675,797)	0%
6EX14	Asset Purchases	238,200	238,200	53,794	0	238,200	0%
	Total Expenses	86,395,850	87,228,462	35,974,273	5,591,644	92,820,106	6%
	Income						
4RV01	Rates, Levies & Annual Charges	(44,639,595)	(44,639,595)	(44,775,164)	0	(44,639,595)	0%
4RV02	User charges and fees	(12,273,100)	(12,309,400)	(6,510,694)	(603,827)	(12,913,227)	5%
4RV03	Interest & Investment Revenue	(2,643,352)	(2,750,352)	(584,294)	(479,642)	(3,229,994)	17%
4RV04	Other Income	(1,601,791)	(1,611,791)	(689,573)	(14,766)	(1,626,557)	1%
4RV05	Grants, subsidies, contributions and donations - D	(10,679,170)	(8,255,603)	(3,889,377)	(107,701)	(8,363,304)	1%
4RV06	Grants, subsidies, contributions and donations - C	(13,622,427)	(13,622,427)	(1,687,366)	278,542	(13,343,885)	(2%)
4RV07	Asset Sales	(3,000)	(3,000)	(2,972)	(44,100)	(47,100)	1470%
4RV08	Transfer from Reserve	(4,241,536)	(7,807,953)	(2,906,529)	(797,788)	(8,605,741)	10%
6EX01	Employee Benefits	0	0	0	0	0	0%
	Total Income	(89,703,971)	(91,000,120)	(61,045,968)	(1,769,282)	(92,769,403)	2%
	Capital Project Expenditure						
6EX01	Employee Benefits	0	0	505,126	0	0	0%
6EX02	Borrowing Costs	168,293	168,293	0	0	168,293	0%
6EX03	Materials & Contracts	54,691,295	89,419,190	10,611,079	(5,089,014)	84,330,175	(6%)
6EX06	Other Expenses	0	0	70,981	53,000	53,000	0%
6EX11	Internal Recharges	1,861,807	1,491,856	711,259	178,542	1,670,398	12%
6EX14	Asset Purchases	2,865,046	3,240,544	4,848,524	76,240	3,316,784	2%
	Total Capital Project Expenditure	59,586,441	94,319,883	16,746,969	(4,781,232)	89,538,650	(5%)
	Capital Project Income						
4RV02	User charges and fees	(36,300)	0	22,393	(54,500)	(54,500)	0%
4RV04	Other Income	(28,580,000)	(31,580,001)	(948,791)	(52,841)	(31,632,842)	0%
4RV05	Grants, subsidies, contributions and donations - D	(704,840)	(704,840)	(54,739)	0	(704,840)	0%
4RV06	Grants, subsidies, contributions and donations - C	(3,329,556)	(29,653,708)	(12,669,412)	(2,298,542)	(31,952,250)	8%
4RV07	Asset Sales	0	0	(500)	(500)	(500)	0%
4RV08	Transfer from Reserve	(22,779,061)	(27,921,915)	(26,951)	8,268,383	(19,653,532)	(30%)
	Total Capital Project Income	(55,429,757)	(89,860,464)	(13,878,001)	5,862,000	(83,998,464)	(7%)
	Total Income	(145,133,728)	(180,860,584)	(74,923,969)	4,092,717	(176,767,867)	(2%)
	Total Expenditure	145,982,291	181,548,345	52,721,242	810,412	182,358,757	0%
	Budget Result	848,563	687,761	(22,202,727)	4,903,129	5,590,890	713%
	Less Depreciation	13,404,517	13,299,152	26		18,078,479	
	Plus Non Cash	(12,552,000)	(12,552,000)	0		(12,552,000)	
	Surplus/Deficit	(3,954)	(59,391)	(22,202,753)		64,411	-208%

12.11 Quarterly Budget Review Statement for the Quarter Ending 31 December 2017
(Ref: C1819686; Author: Taylor/Marmont) (Continued)

Queanbeyan-Palerang Regional Council Water Fund Results

Code	Description	Annual Original Budget 18GLBUD0 / 18PIBUD0	Annual Revised Budget 18GLBUD1 / 18PIBUD1	Actual Ledger 18GLACT / 18PIACT	Budget Revision	Current Revised Budget 18GLBUD2 / 18PIBUD2	Variance Previously Revised to Current Budget
	Expenses						
6EX01	Employee Benefits	1,788,540	1,445,155	542,838	0	1,445,155	0%
6EX02	Borrowing Costs	839,016	839,016	40,154	0	839,016	0%
6EX03	Materials & Contracts	15,415,405	15,207,506	7,068,187	(100,000)	15,107,506	(1%)
6EX04	Depreciation & Amortization	3,189,651	3,189,651	0	(1,077,699)	2,111,952	(34%)
6EX06	Other Expenses	215,755	215,755	165,930	0	215,755	0%
6EX10	Transfer to Reserves	1,323,983	1,646,369	0	45,000	1,691,369	3%
6EX11	Internal Recharges	1,914,003	1,912,503	198,493	(45,000)	1,867,503	(2%)
6EX12	Internal Distribution Attribution	2,568,836	2,568,836	2,568,836	0	2,568,836	0%
	Total Expenses	27,255,190	27,024,791	10,584,499	(1,177,699)	25,847,092	(4%)
	Income						
4RV01	Rates, Levies & Annual Charges	(6,255,692)	(6,255,692)	(6,327,841)	0	(6,255,692)	0%
4RV02	User charges and fees	(16,097,276)	(16,097,276)	(6,367,516)	0	(16,097,276)	0%
4RV03	Interest & Investment Revenue	(296,735)	(296,735)	0	0	(296,735)	0%
4RV04	Other Income	0	0	(103,126)	0	0	0%
4RV05	Grants, subsidies, contributions and donations - C	(97,221)	(97,221)	0	0	(97,221)	0%
4RV06	Grants, subsidies, contributions and donations - C	(1,198,162)	(1,198,162)	(148,973)	0	(1,198,162)	0%
4RV07	Asset Sales	0	0	(5,363)	0	0	0%
4RV08	Transfer from Reserve	(985,453)	(755,054)	0	100,000	(655,054)	(13%)
	Total Income	(24,930,539)	(24,700,140)	(12,952,817)	100,000	(24,600,140)	(0%)
	Capital Project Expenditure						
6EX01	Employee Benefits	0	0	10,519	0	0	0%
6EX03	Materials & Contracts	2,727,803	1,751,308	151,646	84,580	1,835,888	5%
6EX06	Other Expenses	2,197	2,197	1,916	0	2,197	0%
6EX11	Internal Recharges	372,500	370,000	19,062	0	370,000	0%
	Total Capital Project Expenditure	3,102,500	2,123,505	183,144	84,580	2,208,085	4%
	Capital Project Income						
4RV02	User charges and fees	(20,000)	(50,000)	0	(87,838)	(137,838)	176%
4RV06	Grants, subsidies, contributions and donations - C	0	0	0	0	0	0%
4RV08	Transfer from Reserve	(3,082,500)	(2,073,505)	0	3,258	(2,070,247)	(0%)
	Total Capital Project Income	(3,102,500)	(2,123,505)	0	(84,580)	(2,208,085)	4%
	Total Income	(28,033,039)	(26,823,645)	(12,952,817)	15,420	(26,808,225)	(0%)
	Total Expenditure	30,357,690	29,148,296	10,767,643	(1,093,119)	28,055,177	(4%)
	Budget Result	2,324,651	2,324,651	(2,185,174)	(1,077,699)	1,246,952	(46%)
	Less Depreciation	3,189,651	3,189,651	0		2,111,952	
	Plus Non Cash	(865,000)	(865,000)	0		(865,000)	
	Surplus/Deficit	(0)	(0)	(2,185,174)		(0)	0%

12.11 Quarterly Budget Review Statement for the Quarter Ending 31 December 2017
(Ref: C1819686; Author: Taylor/Marmont) (Continued)

Queanbeyan-Palerang Regional Council Sewer Fund Results

Code	Description	Annual Original Budget 18GLBUD0 / 18PJBUD0	Annual Revised Budget 18GLBUD1 / 18PJBUD1	Actual Ledger 18GLACT / 18PJACT	Budget Revision	Current Revised Budget 18GLBUD2 / 18PJBUD2	Variance Previously Revised to Current Budget
	Expenses						
6EX01	Employee Benefits	1,825,337	1,784,866	1,495,900	81,189	1,866,055	5%
6EX02	Borrowing Costs	719,386	719,386	145,540	0	719,386	0%
6EX03	Materials & Contracts	5,250,327	5,273,361	1,916,477	(15,040)	5,258,321	(0%)
6EX04	Depreciation & Amortization	4,365,345	4,470,710	0	269,567	4,740,277	6%
6EX06	Other Expenses	681,586	690,586	475,534	0	690,586	0%
6EX10	Transfer to Reserves	6,902,060	6,843,531	0	57,248	6,900,779	1%
6EX11	Internal Recharges	2,439,710	2,499,710	153,668	0	2,499,710	0%
6EX12	Internal Distribution Attribution	2,106,961	2,106,961	2,106,961	0	2,106,961	0%
	Total Expenses	24,290,712	24,389,111	6,294,139	392,965	24,782,075	2%
	Income						
4RV01	Rates, Levies & Annual Charges	(15,834,922)	(15,834,922)	(15,649,284)	(57,248)	(15,892,170)	0%
4RV02	User charges and fees	(546,841)	(594,611)	(523,785)	18,700	(575,911)	(3%)
4RV03	Interest & Investment Revenue	(1,374,914)	(1,374,914)	0	0	(1,374,914)	0%
4RV04	Other Income	(100,000)	(100,000)	(123,037)	0	(100,000)	0%
4RV05	Grants, subsidies, contributions and donations - D	(96,367)	(96,367)	0	0	(96,367)	0%
4RV06	Grants, subsidies, contributions and donations - C	(7,256,323)	(7,256,323)	32,362	0	(7,256,323)	0%
4RV08	Transfer from Reserve	(1,808,000)	(1,753,264)	0	(84,849)	(1,838,113)	5%
	Total Income	(27,017,367)	(27,010,401)	(16,263,744)	(123,397)	(27,133,798)	0%
	Capital Project Expenditure						
6EX01	Employee Benefits	24,500	24,500	981	0	24,500	0%
6EX03	Materials & Contracts	10,928,923	11,298,652	3,326,045	(308,849)	10,989,803	(3%)
6EX06	Other Expenses	7,697	7,697	295	0	7,697	0%
6EX11	Internal Recharges	305,500	305,500	126	0	305,500	0%
	Total Capital Project Expenditure	11,266,620	11,636,349	3,327,447	(308,849)	11,327,500	(3%)
	Capital Project Income						
4RV02	User charges and fees	(20,000)	(20,000)	0	0	(20,000)	0%
4RV08	Transfer from Reserve	(11,246,620)	(11,616,349)	0	308,849	(11,307,500)	(3%)
	Total Capital Project Income	(11,266,620)	(11,636,349)	0	308,849	(11,327,500)	(3%)
	Total Income	(38,283,987)	(38,646,750)	(16,263,744)	185,452	(38,461,298)	(0%)
	Total Expenditure	35,557,332	36,025,460	9,621,586	84,116	36,109,575	0%
	Budget Result	(2,726,655)	(2,621,290)	(6,642,159)	269,567	(2,351,723)	(10%)
	Less Depreciation	4,365,345	4,470,710	0		4,740,277	
	Plus Non Cash	(7,092,000)	(7,092,000)	0		(7,092,000)	
	Surplus/Deficit	0	0	(6,642,159)		0	-33%

12.11 Quarterly Budget Review Statement for the Quarter Ending 31 December 2017 (Ref: C1819686; Author: Taylor/Marmont) (Continued)

Queanbeyan-Palerang Regional Council All Fund Results

Code	Description	Annual Original Budget 18GLBUD0 / 18PJIBUD0	Annual Revised Budget 18GLBUD1 / 18PJIBUD1	Actual Ledger 18GLACT / 18PJACT	Budget Revision	Current Revised Budget 18GLBUD2 / 18PJIBUD2	Variance Previously Revised to Current Budget
	Expenses						
6EX01	Employee Benefits	42,859,033	42,774,743	23,903,525	(38,717)	42,736,025	(0%)
6EX02	Borrowing Costs	3,805,175	3,805,175	584,261	0	3,805,175	0%
6EX03	Materials & Contracts	45,461,260	45,822,444	21,892,361	776,452	46,598,896	2%
6EX04	Depreciation & Amortization	20,959,513	20,959,513	26	3,971,195	24,930,708	19%
6EX06	Other Expenses	10,925,211	11,171,271	6,984,021	121,980	11,293,251	1%
6EX08	Cost of Assets Sold	0	0	(9,000)	0	0	0%
6EX10	Transfer to Reserves	15,437,817	15,243,024	150,000	154,404	15,397,428	1%
6EX11	Internal Recharges	(1,744,457)	(1,372,006)	(706,098)	(178,404)	(1,550,410)	13%
6EX12	Internal Distribution Attribution	0	0	20	0	0	0%
6EX14	Asset Purchases	238,200	238,200	53,794	0	238,200	0%
	Total Expenses	137,941,751	138,642,364	52,852,911	4,806,910	143,449,273	3%
	Income						
4RV01	Rates, Levies & Annual Charges	(66,730,209)	(66,730,209)	(66,752,288)	(57,248)	(66,787,457)	0%
4RV02	User charges and fees	(28,917,217)	(29,001,287)	(13,401,996)	(585,127)	(29,586,414)	2%
4RV03	Interest & Investment Revenue	(4,315,001)	(4,422,001)	(584,294)	(479,642)	(4,901,643)	11%
4RV04	Other Income	(1,701,791)	(1,711,791)	(915,735)	(14,766)	(1,726,557)	1%
4RV05	Grants, subsidies, contributions and donations - O	(10,872,758)	(8,449,191)	(3,889,377)	(107,701)	(8,556,892)	1%
4RV06	Grants, subsidies, contributions and donations - C	(22,076,912)	(22,076,912)	(1,803,977)	278,542	(21,798,370)	(1%)
4RV07	Asset Sales	(3,000)	(3,000)	(8,335)	(44,100)	(47,100)	1470%
4RV08	Transfer from Reserve	(7,034,989)	(10,316,271)	(2,906,529)	(782,638)	(11,098,909)	8%
6EX01	Employee Benefits	0	0	0	0	0	0%
	Total Income	(141,651,877)	(142,710,661)	(90,262,530)	(1,792,680)	(144,503,341)	1%
	Capital Project Expenditure						
6EX01	Employee Benefits	24,500	24,500	516,626	0	24,500	0%
6EX02	Borrowing Costs	168,293	168,293	0	0	168,293	0%
6EX03	Materials & Contracts	68,348,021	102,469,150	14,088,771	(5,313,283)	97,155,866	(5%)
6EX06	Other Expenses	9,894	9,894	73,191	53,000	62,894	536%
6EX11	Internal Recharges	2,539,807	2,167,356	730,448	178,542	2,345,898	8%
6EX14	Asset Purchases	2,865,046	3,240,544	4,848,524	76,240	3,316,784	2%
	Total Capital Project Expenditure	73,955,561	108,079,737	20,257,560	(5,005,501)	103,074,235	(5%)
	Capital Project Income						
4RV02	User charges and fees	(76,300)	(70,000)	22,393	(142,338)	(212,338)	203%
4RV04	Other Income	(28,580,000)	(31,580,001)	(948,791)	(52,841)	(31,632,842)	0%
4RV05	Grants, subsidies, contributions and donations - O	(704,840)	(704,840)	(54,739)	0	(704,840)	0%
4RV06	Grants, subsidies, contributions and donations - C	(3,329,556)	(29,653,708)	(12,869,412)	(2,298,542)	(31,952,250)	8%
4RV07	Asset Sales	0	0	(500)	(500)	(500)	0%
4RV08	Transfer from Reserve	(37,108,181)	(41,611,769)	(26,951)	8,580,490	(33,031,279)	(21%)
	Total Capital Project Income	(69,798,877)	(103,620,318)	(13,878,001)	6,086,269	(97,534,049)	(6%)
	Total Income	(211,450,754)	(246,330,979)	(104,140,531)	4,293,589	(242,037,390)	(2%)
	Total Expenditure	211,897,312	246,722,100	73,110,471	(198,591)	246,523,509	(0%)
	Budget Result	446,559	391,121	(31,030,060)	4,094,998	4,486,119	1047%
	Less Depreciation	20,959,513	20,959,513	26		24,930,708	
	Plus Non Cash	(20,509,000)	(20,509,000)	0		(20,509,000)	
	Surplus/Deficit	(3,954)	(59,391)	(31,030,086)		64,411	-208%

Conclusion

It is proposed to implement the net budget amendments totalling \$4,095k. Net budget adjustments includes a depreciation adjustments (\$3,971k) as a result of the increased value of Infrastructure assets from the valuation performed at amalgamation. Remaining \$124k is the result of the increased cash based expenditure listed in the variation section above.

Attachments

Nil

ITEMS FOR DETERMINATION

12.12 Investment Report - January 2018 (Ref: C1821396; Author: Taylor/Drayton)

Summary

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

This report presents the investment result for January 2018.

Recommendation

That Council:

- 1. Note the investment income for January 2018 was \$484,277 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2017/18 Financial Year to \$3,214,673 which is \$717,117 above the year to date budget within the Operational Plan.**
 - 2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, and the *Local Government (General) Regulation 2005*.**
 - 3. Adopt the Investment Report for the month of January 2018.**
-

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

The principal amount invested as at 31 January 2018 was \$165,577,256.

Refer to Attachment 1 for the following supporting information:

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

Market Update

The average 30 day BBSW rate for January 2018 was 1.70%.

As expected, the Reserve Bank (RBA) left the cash rate unchanged at 1.50% at its February 2018 meeting.

The Bank indicates its forecasts are unchanged with growth "to average a bit above 3%" and CPI inflation "to be a bit above 2% in 2018". The Board's statement emphasises that it is prepared to wait for an improvement in actual conditions to come through before contemplating any changes.

On the domestic economy, annual house price growth was 3.2% YoY to January (down 1% after prices fell -0.3% in January itself according to CoreLogic). Unemployment rose to 5.5% in December, and the \$A continued to strengthen, gaining +3.50% to US80.73c.

12.12 Investment Report - January 2018 (Ref: C1821396; Author: Taylor/Drayton)
(Continued)

Overall, the RBA's 'patient approach' ensures policy will remain on hold over the first half of 2018. While the RBA has projected CPI below the 2-3% target range through 2018, it becomes increasingly difficult to keep rates unchanged as the US moves towards 3% rates. A base case is a Q3 rate increase, with the RBA starting to prepare the market in Q2. *Source: CPG Research and Advisory*

Implications***Policy***

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

With the decrease in level of investments, our exposure to the Bank of Queensland is non-compliant with the Investment Policy currently sitting at 10.27% of total investments.

Shane Taylor
Chief Financial Officer

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

Council's Policy states:

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

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

This will halt any new investment with BOQ until December 2018.

Financial

Investment income for the 2017/18 Financial Year as at 31 January 2018 amounts to \$3,214,673. This return was \$717,117 above the year to date budget. The investment returns are primarily added to restricted funds (i.e. development contributions) that form the bulk of the investments.

Refer to Attachment 1 - Graph 1 and Table 5.

Attachments

Attachment 1	Investment Report - January 2018 - Attachment 1 - 28 February 2018 (Under Separate Cover)
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12.13 Submission on Consultation Draft - New Model Code of Meeting Practice (Ref: C1823076; Author: Tegart/Ferguson)

Summary

The Office of Local Government (OLG) recently released a consultation draft of the new Model Code of Meeting Practice and invited submissions until 16 March 2018. This report seeks Council's endorsement of the QPRC submission on the consultation draft.

Recommendation

That Council:

- 1. Clarify its position on items listed under 'Issues'.**
 - 2. Endorse its submission, as amended, to the Office of Local Government in relation to the Consultation Draft on the new Model Code of Meeting Practice.**
-

Background

The *Local Government Amendment (Governance and Planning) Act 2016* provides for a new Model Code of Meeting Practice to be developed, replacing the meeting rules currently prescribed in the *Local Government (General) Regulation 2005* and subsequently utilised by NSW councils in their codes of meeting practice.

The OLG prepared a consultation draft of the new Model Code of Meeting Practice (Model CoMP) and invited comments from all councils until 16 March 2018. The new Model CoMP contains mandatory and non-mandatory provisions: the former clarifying ambiguities and areas of confusion, and the latter covering meeting practices that may be varied by individual councils depending on local circumstances.

Further details about the Model CoMP are available from the OLG's website at <https://www.olg.nsw.gov.au/content/consultation-draft-new-model-code-meeting-practice-local-councils-nsw>

Once the Model CoMP is finalised and released, councils will have six months in which to adopt their own Code of Meeting Practice, based on the Model Code with all mandatory clauses included, but with non-mandatory clauses varied to suit local circumstances.

Staff prepared a draft submission (**Attachment 1**) and circulated this to Councillors for comment. Two councillors provided written comments and these are at **Attachment 2** and **Attachment 3**.

The main issues that need clarification or consensus with the QPRC's submission are listed below.

Issues

- 1. Clause 3.13** – Council to determine the number of notices of motion that may be considered at each ordinary meeting.
- 2. Clause 3.14** – identify legal, strategic, financial or policy implications of notices of motion.

12.13 Submission on Consultation Draft - New Model Code of Meeting Practice (Ref: C1823076; Author: Tegart/Ferguson) (Continued)

Staff comment: It is recommended that this clause be mandatory to ensure that all budget expenditure is directed at implementing the adopted Delivery Program and Operational Plan; and that if financial support is being sought for a particular ad hoc situation, then the source of funding is clearly identified.

3. **Clause 3.34** – Council to determine whether pre-meeting briefings are to be mandatory.
4. **Section 4** – format of public forums.

Staff comment: The following details enlarge on a proposed new comment against Clause 4.1 in Council's submission on the Consultation Draft. It is recommended for consideration in Council's new Code of Meeting Practice (to be adopted in 2018):

1. The current 10-minute 'public forum' be renamed "Questions from the Public".
 - a. This session be held from 5.20 – 5.30pm on the day of an ordinary, extraordinary or committee of the whole meeting.
 - b. The questions from the public in this segment may be presented verbally or submitted in writing.
 - c. The questions may be on any topic.
 - d. There be a limit of five questions per member of the public per meeting.
 - e. The questions as submitted be taken on notice.
2. A new Public Forum be held from 5.30 – 6.00pm on the day of an ordinary, extraordinary or committee of the whole meeting, at which presentations on matters on the agenda may be heard or submitted.
 - a. The Public Forum to comprise oral presentations of up to five minutes each from members of the public about items on the agenda for the ensuing meeting.
 - b. Councillors may ask questions of the speakers in the Public Forum, but there must be no debate.
3. Ordinary, extraordinary or committee of the whole meetings to start at 6.00pm regardless of the number of presentations in the Public Forum.
4. Once an ordinary, extraordinary or committee of the whole meeting starts, there are to be no more questions or statements from the public during the meeting.
5. Councillors and staff must disclose any conflicts of interest they may have in relation to any items raised during both segments.
6. Council to determine whether it wishes one or both segments to be recorded/webcast.

The above details would be included in a new draft QPRC Public Forum Policy and Guidelines to be developed in conjunction with the new QPRC Code of Meeting Practice 2018.

5. **Clause 4.4** – Council to determine whether there should be a limitation on the number of items of business on the agenda to which members of the public may speak.
6. **Clause 5.21** – Council to clarify that the term "committees of the council" refers only to committees of the whole of which all councillors are members, rather than s.355 committees or advisory committees which include community representatives.
7. **Clause 8.2** – Council to determine whether it wishes to remove Item 03 "Prayer" from the order of business.
8. **Clause 10.19** – right of reply.

12.13 Submission on Consultation Draft - New Model Code of Meeting Practice (Ref: C1823076; Author: Tegart/Ferguson) (Continued)

Staff comment: Clause 10.19 of the Consultation Draft states:

“A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and to any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.”

Clause 250(1) of the *Local Government (General) Regulation 2005* states (see http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/nsw/consol_reg/lgr2005328/s250.html)

“250 LIMITATION AS TO NUMBER OF SPEECHES

(1) A councillor who, during a debate at a meeting of a council, moves an original motion has the right of general reply to all observations that are made by another councillor during the debate in relation to the motion and to any amendment to it, as well as the right to speak on any such amendment.”

It is recommended that Clause 250(1) of the *Local Government (General) Regulation 2005* should replace proposed Clause 10.19.

9. **Clauses 15.13 or 15.14** – determine which clause Council prefers to include in relation to expulsion.

Staff comment: The Consultation Draft stipulates that councils should use one or other of these clauses, not both.

10. **Proposed new clause 18.6** – Council to clarify that letters, submissions or petitions are from “any source”.

Implications***Legal***

In accordance with the provisions of the *Local Government Amendment (Governance and Planning) Act 2016*.

Councils must adopt their own Code within six months of the release of the Model Code. Councils must include mandatory clauses in their own Code and may determine to strengthen the Model Code to suit their particular circumstances, however the Model Code will prevail where there is any inconsistency.

Engagement

Councillors were provided with a draft submission prepared by staff on the Consultation Draft of the new Model Code of Meeting Practice, released by the OLG. All Councillors were invited to provide comments and feedback to staff.

Once finalised, Council’s submission on the consultation draft will only include clauses that contain an alternative view, or an additional issue for consideration. Where clauses in the OLG’s consultation draft are fully agreed by Council, these will be removed from the submission.

12.13 Submission on Consultation Draft - New Model Code of Meeting Practice (Ref: C1823076; Author: Tegart/Ferguson) (Continued)

Conclusion

It is recommended that Council endorse the QPRC submission, as amended, to the OLG in relation to the Consultation Draft of the new Model Code of Meeting Practice. It is also recommended that Council include new segments in relation to “Questions from the Public” and a “Public Forum” prior to ordinary, extraordinary and committee of the whole meetings in its own draft Code of Meeting Practice to be adopted in 2018.

Attachments

- | | |
|--------------|--|
| Attachment 1 | QPRC draft submission as originally circulated on the OLG’s Consultation Draft of new Model Code of Meeting Practice (<i>Under Separate Cover</i>) |
| Attachment 2 | Cr Marshall’s comments on the draft submission (<i>Under Separate Cover</i>) |
| Attachment 3 | Cr Harrison’s comments on the draft submission (<i>Under Separate Cover</i>) |

12.14 Cultural Arts Assistance Scheme application for Braidwood Youth Arts Mentorship Program (Ref: C1817281; Author: Richards/Perri)

Summary

A Cultural Arts Assistance Scheme application has been received from the Braidwood Central School (BCS) Parents and Citizens Association (P&C) to run a Youth Arts Mentorship Program for senior students. Local artists will work with students to develop a major art work that explores the students' interpretations of their local heritage and environment. The completed art work will be then showcased in two exhibitions in the QPRC region.

Recommendation

That Council approve the allocation of a grant of \$1,500 from the Cultural Arts Assistance Scheme to the Braidwood Central School Parents and Citizens Association to assist in the implementation of a Youth Arts Mentorship Program for senior students.

Background

Council's Cultural Arts Assistance Scheme provides grant funding for community cultural projects that meet the following criteria:

1. Community based non-profit organisations, working in or with the Queanbeyan-Palerang community;
2. Able to demonstrate a matching dollar amount either financial, or in-kind, including voluntary labour or other contributions;
3. Able to demonstrate that it is of benefit to the Queanbeyan-Palerang community through its cultural or artistic outcomes; and
4. Able to be completed within 12 months

Grants of up to \$1,500 will be considered if the project meets one or more of the following criteria:

1. Employs a professional artist;
2. Attracts matching funding from another source outside of Council, and/or
3. Works in partnership with other community groups/government bodies.
4. A festival, event or project that will engage the broader Queanbeyan-Palerang community

A grant application for \$1,500 has been received from the Braidwood Central School Parents and Citizens Association to assist in the implementation of a Youth Arts Mentorship Program for senior students. The program will connect BCS senior students with talented local artists to help young people in Braidwood develop their artistic talents, and express their vision of the territory, habitat, and country in which they live. Two all-day workshops will be held in which students will be mentored by three respected local artists who specialise in different media (materials and techniques). The program will culminate in the presentation of a major artwork by each student in two gallery exhibitions within the Queanbeyan-Palerang region.

The program will allow for a range of students, including those from disadvantaged or low socioeconomic backgrounds, the opportunity to access extracurricular arts learning that may not otherwise be accessible due to factors such as distance or cost.

12.14 Cultural Arts Assistance Scheme application for Braidwood Youth Arts Mentorship Program (Ref: C1817281; Author: Richards/Perri) (Continued)

The total cost for the Arts Mentorship Program is estimated at \$8,600. The application meets the criteria for the award of a grant of \$1,500 as the project has attracted matching funding from another source outside of Council, and employs professional artists.

Implications

Social / Cultural

The Braidwood Youth Arts Mentorship Program allows students of Braidwood Public School the opportunity to experience one on one mentorship from local professional artists, and for the wider Queanbeyan-Palerang region to view the completed art works in professional gallery settings.

Financial

Program Code	Expense Type	Funding source		Amount
3020	Donations Cultural Activities	Cultural Arts Assistance Scheme	\$	1,500.00

Conclusion

The Braidwood Youth Arts Mentorship Program allows young Braidwood students the rare opportunity of being mentored by local artists, and has confirmed support from the wider local community.

Attachments

Nil

ITEMS FOR DETERMINATION**12.15 Wood Dust - The Australian International Timber and Woodworking Festival
(Ref: C1812582; Author: Richards/Fulton)**

Summary

Craft Media Australia Pty Ltd approached Council in 2017 seeking support to establish a new event for Queanbeyan and Bungendore in October 2018.

Wood Dust (the Australian International Timber and Woodworking Festival) is proposing a flagship destination event in Queanbeyan-Palerang that will establish the Region as the woodworking capital of Australia and a centre of excellence internationally. Wood Dust is expected to create new tourist opportunities for the region and deliver sustainable economic and community benefits now and in the long-term.

The proposed event will be the first of its kind, held over five days and featuring a diverse program that includes;

- Wood working Masterclasses,
- “Yarns” at the Q Theatre,
- Tool Exhibition at the Q Theatre, and
- The Tool & Timber Market (Bungendore Showground).

Recommendation

That Council :

- 1. Approve In-kind support as listed below, to Craft Media Australia Pty Ltd for the purpose of running the 2018 Wood Dust Event.**
- 2. Note the in-kind support will be for:**
 - **venue hire and associated services in Queanbeyan,**
 - **indemnity insurance,**
 - **traffic barriers,**
 - **waste management,**
 - **public facilities,**
 - **traffic management,**
 - **venue and sites fees in Bungendore**

Background

In 2017 Council was approached by Craft Media Australia requesting support to establish a completely new International Woodworking Festival. Craft Media Australia is a collaboration

**12.15 Wood Dust - The Australian International Timber and Woodworking Festival
(Ref: C1812582; Author: Richards/Fulton) (Continued)**

of three woodworking industry leaders who have international networks. They have developed a strong project plan for the event.

Wood Dust is designed to be a flagship destination event, setting a new standard in woodworking festivals and promoting the Queanbeyan–Palerang region as the woodworking heartland of Australia.

An event such as Wood Dust is expected to create new tourist opportunities for the region and deliver sustainable economic and community benefits.

The event will be the first of its kind, held over five days with local and international woodworking ‘celebrities’ offering a series of lectures and Masterclasses. The diverse program includes;

- Daily Masterclasses with woodworking masters;
- “Yarns” at the Q Theatre featuring specialist national and North American guests;
- The Tool & Timber Market at Bungendore Showground with free demonstrations and an onsite YouTube studio featuring the ‘Wood Whisperer’ This market will supported with live music, wooden boats, axe throwing, food and beverages; and
- Exhibition of Studio Furniture 2018 showcasing the best makers from Australia and New Zealand;

There is also potential for a fringe festival in collaboration with the 2018 Arts Trail.

Wood Dust – The International Timber and Woodworking Festival

The practice of woodworking has a following of millions of people around the world. Craft Media Australia (CMA) will tap directly into this global woodworking community through their flagship event, Wood Dust.

Craft Media Australia’s objectives are:

- to develop the Australian woodworking industry,
- to establish the Queanbeyan-Palerang region as the woodworking capital of Australia,
- to attract a minimum of 120 woodworking, entertainment and services exhibitors from all parts of the domestic and international business community to Wood Dust 2018,
- to attract a core audience of more than 10,000 visitors to Wood Dust from all parts of Australia and internationally,
- to develop Wood Dust into a long-term sustainable event for the region with synchronised sister events in North America and China,
- to establish an international woodworking tourism industry. CMA is currently assembling a formidable group of exhibitors, educators and service providers in preparation for Wood Dust 2018. The Festival Program is outlined below.

12.15 Wood Dust - The Australian International Timber and Woodworking Festival
(Ref: C1812582; Author: Richards/Fulton) (Continued)

Item	Wednesday 17 th	Thursday 18 th	Friday 19 th	Saturday 20 th	Sunday 21 st
Woodworking Masterclasses	Masterclasses	Masterclasses	Masterclasses		
"Yarns" at the Q Theatre	Lecture 1 Opening Event at the Q Theatre	Lecture 2 Networking Party	Lecture 3 (TBC)		
Exhibition at the Q Theatre	Exhibition Opening	Exhibition	Exhibition	Exhibition	Exhibition
Bungendore Woodworks Gallery				Furniture Exhibition Opening	Exhibition Walk Around
Wood Dust Tool & Timber Market			WD Exhibitor Bump In Exhibitor BBQ	Wood Dust Tool & Timber Market	Wood Dust Tool & Timber Market

Based on the originality and richness of the offering, Wood Dust Organisers anticipate that the Festival will generate a visiting audience of more than 13,000 as calculated in the Table below.

Item	Attendees	Event
1	4000	The Canberra TWWWS attracts an audience of 4000 pa – base figures supplied by TWWWS
2	3500	The Sydney TWWWS attracts an audience of 14000 pa – assuming 25% crossover - base figures supplied by TWWWS
3	1350	The Melbourne TWWWS attracts an audience of 9000 pa – assuming 15% crossover - base figures supplied by TWWWS
4	1350	The Brisbane TWWWS attracts an audience of 9000 pa – assuming 15% crossover - base figures supplied by TWWWS
5	654	Lecture Series & Masterclasses – 500, Masterclasses – 154 – estimated by CMA
6	2450	Bungendore Woodworks Exhibition – figures supplied by BWVG
	13304	Projected Attendance Wood Dust 2018

Implications

Legal

As part of Council's in-kind contribution the event would be covered under Council's Indemnity Insurance. This has occurred previously with Council-supported events and festivals.

Economic

Regional Economic Benefits

Based on the attendee analysis in the tables above, and assuming that one in every three people who visit Wood Dust will bring at least one other person, the potential number of regional visitors may be calculated. Destination NSW sets the average daily spend per visitor to regional NSW as \$137 per day. Using this data, the total spend by visitors may be calculated and as documented in the table below.

**12.15 Wood Dust - The Australian International Timber and Woodworking Festival
(Ref: C1812582; Author: Richards/Fulton) (Continued)**

Attendee Projections	Event Attendees	Multiplier Rate	Regional Visitors	Number of Days	Regional Visitors Per Day	Average Spend Per Day \$	Total Visitor Spend \$
Projected 2018	13304	1.34	17827	5	3565	\$137.00	\$2442025.00
Potential 2018	18954	1.34	25398	5	5079	\$137.00	\$3479115.00
Potential 2019/20	24500	1.34	32830	5	6566	\$137.00	\$4497710.00

Table: Projected Total Visitor Spend Wood Dust 2018

Using the Event Impact Calculator provided by the National Institute of Economic and Industry forecaster (NIEIR) the impact of regional visitors can be estimated. Summary results are documented in the table below.

Regional Visitors	Item of Impact	Output \$	Value Added \$	Employment Full Time Equivalent
17827	Direct Impact	2100142.00	1064068.00	22.2
	Industrial Impact	807518.00	328533.00	3.4
	Consumption Impact	402906.00	175352.00	2.2
	Total Impact QPRC Economy	3310565.00	1587953.00	27.8
25398	Direct Impact	2992039.00	1633792.00	37.0
	Industrial Impact	1150458.00	521407.00	5.7
	Consumption Impact	574014.00	298076.00	3.8
	Total Impact QPRC Economy	4716511.00	2453275.00	46.5
24500	Direct Impact	3868031.00	2112124.00	47.9
	Industrial Impact	1487282.00	674062.00	7.4
	Consumption Impact	742070.00	385345.00	4.9
	Total Impact QPRC Economy	6097383.00	3171531.00	60.1

Table: Wood Dust Economic Impact QPRC – NIEIR Modelling

With a projected visitation of 17,827 for the region in 2018, the Queanbeyan-Palerang can expect a total direct output of more than \$3.3 million and the creation of 27.8 full time equivalent jobs. Potential visitation results indicate economic gains for the region over time as the event grows.

Strategic

Growing tourism in the QPRC region is a key objective for the QPRC Tourism Plan. This event would have a positive impact on achieving those tourism objectives. Areas of potential tourist growth and tourism trends are highlighted in the attached proposal from Craft Media Australia Pty Ltd.

Financial

Item	In-Kind Contribution (Up to the value of)
The Q Theatre & Associated Services	\$13,119.00
Indemnity Insurance*	\$30,000.00
Barriers	\$1,000.00
Waste Management	\$6,000.00
Public Facilities	\$1,500.00

12.15 Wood Dust - The Australian International Timber and Woodworking Festival
(Ref: C1812582; Author: Richards/Fulton) (Continued)

Traffic Management	\$4,500.00
Venue & Sites	\$2,200.00
TOTAL	\$58,319.00
*The Event Risk Assessment, required as part of the insurance approvals, is to be undertaken and provided by Craft Media Australia Pty Ltd.	

Resources (including staff)

Councils Events Team would provide the concierge services normally offered to an event of this size.

Integrated Plan

Growing tourism in the QPRC region is a key objective for the QPRC Tourism Plan. This event would have a positive impact on achieving those tourism objectives. Areas of potential tourist growth and tourism trends are highlighted in the attached proposal from Craft Media Australia Pty Ltd.

Conclusion

The proposal from Craft Media is based on attendees at similar national events and on attendance at the Bungendore Woodworks exhibition. The organisers propose the festival in QPRC area mainly due to the international draw of the Bungendore Woodworks and access to a suitable woodworking workshop in Queanbeyan, as well as the availability of the Q and the Bungendore showgrounds.

Council staff support this event and the in-kind support proposed. The event is unique, showcases our region and seeks to establish Queanbeyan-Palerang as the wood work capital of Australia. The event has the potential to put the QPRC region on the map both domestically and internationally.

Attachments

Attachment 1 Wood Dust - Proposal - Council Report - Feb 2018- Attachment (*Under Separate Cover*) - **CONFIDENTIAL**

ITEMS FOR DETERMINATION**12.16 Oktoberfest (Ref: C1824314; Author: Richards/Richards)**

Summary

Oktoberfest is a festival hosted by the German Harmonie Club in late October each year. The festival runs from Friday to Sunday and includes traditional food, dance, music and Bavarian beer hall activities. In 2017, Oktoberfest was held at the Queanbeyan Showground for the first time, after more than 50 years as an ACT event. The organisers commented that the Queanbeyan event exceeded their expectations and that the move was 'the best decision they have ever made'. In February 2017, Council agreed to a five year fixed annual hire fee for the Queanbeyan showground and an amount of \$25,000 for external and in-kind promotion and community engagement. In addition, in partnership with the NSW government, Council funded half the cost of marquee hire (\$17,500)

Event organisers are now seeking further Council support to cement Queanbeyan as the home for Oktoberfest for the next five years. They are requesting \$35,000 for marquee hire and an additional \$20,000 for marketing.

Recommendation**That Council:**

- 1. Consider an amount of \$35,000 for marquee hire for Oktoberfest as a Category 3 Event annually for five years.**
 - 2. Endorse an amount of up to \$20,000 for 'in kind' marketing annually for five years.**
-

Background

Oktoberfest is a traditional Bavarian festival, originating in Germany, but held in communities throughout the world. 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.

In 2017, Oktoberfest was held for the first time at the Queanbeyan showground. The event achieved significant acclaim and positive publicity and attracted over 7000 participants. Organisers provided free entry for children under 18 and secured public transport loops to attract ACT and regional NSW residents. Organisers are seeking to secure Council commitment over a five year term to make Queanbeyan the new home for Oktoberfest.

Implications***Legal***

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

Environmental

The festival has a similar impact to other shows and events at the Showground and appropriate mitigation measures will be applied

Social / Cultural

Oktoberfest is a traditional Bavarian cultural and social event which was well attended by the region.

Economic

Oktoberfest is a self-contained event within the showground boundaries for security and licencing. However it does create an opportunity to expand related festivities and decorations into the CBD, encouraging greater business and community involvement. 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.

Strategic

Queanbeyan Showground is a strategically located venue, ideally suited to major events. The Council, along with other user groups have worked over many years to increase patronage and improve facilities at the Showground. The Showground Plan of Management contains strategies to increase community and commercial use of the grounds within the purpose for which the reserve was dedicated. The events strategy seeks to increase Category 3 events with the primary purpose of showcasing and attracting visitor generation.

Financial

Funding for this event will be delivered through the Recreation and Culture budget, based on the proposed Events StrategyConclusion

Oktoberfest is a well-established and successful community event, which is compatible with the Showground. The potential to work with organisers to grow the event offers great opportunities for Queanbeyan. It was well received by the community and other stakeholders at its first Queanbeyan iteration and is worthy of Council support as a Category 3 event.

Attachments

Nil

ITEMS FOR DETERMINATION

12.17QPRC Events Strategy (Ref: C1821596; Author: Richards/Fulton)

Summary

A draft QPRC Events Strategy has been developed to provide a clear direction and strategic aim for Council in its role as an event provider, event supporter, event sponsor, venue provider and/or event regulator

The Strategy rationalizes, through an event categorization framework, Council's role to enable Council in supporting and maximizing the positive contribution internal and external events have on our Local Government Area.

Recommendation**That Council:**

- 1. Support the draft QPRC Events Strategy 2018 – 2025, and exhibit for 28 days for community feedback.**
 - 2. Consider the inclusion of a \$50,000 Category Two 'Event Assistance Scheme' in the 2018/19 operational budget.**
 - 3. Consider the inclusion of a \$300,000 Category Three 'Event Sponsorship Scheme' in the 2018/19 operational budget.**
 - 4. Determine the removal of the Riverfest event as a Council run event.**
-

Background

The Events Strategy is being proposed to recognise the important part events play in the social and economic fabric of the Local Government Area. It is acknowledged neither former council had a dedicated events team and were able to fund, coordinate and support events to the extent proposed now. Notwithstanding, part of the organisation restructure enabled redeployment of staff into a small events team.

Events have clearly evidenced linkages to economic growth, building community identity, activating spaces, and fostering partnerships between businesses, the community and other stakeholders. The benefits of community and economic events, especially in terms of enhancing community cohesion and building social capital, have become even more vital since the amalgamation of the former Queanbeyan and Palerang councils. Events are a recognised means of identifying opportunities for greater collaboration and a platform to strengthen the community, the economy, and the region as a whole.

Events form a significant elements of the Tourism Plan.

The festivals and events that occur in the QPRC region have attracted strong and increasing support and have contributed to a sense of community, cultural identity and pride. Events will continue to deliver these community outcomes through lifestyle and leisure enhancement,

cultural development, increased tourism, volunteer participation, fundraising, infrastructure and economic development including the creation of local jobs.

The desirability of the Queanbeyan-Palerang region as an event destination is continuing to grow. This Strategy seeks to establish a clear vision and roadmap to enable continuing success. It recognises the need for both fixed and flexible arrangements as the demand for Council assistance increases. Fixed responses, to build clarity around expectations and possibilities and flexible responses to enable Council to optimise unforeseen opportunities in this space.

Implications

Social / Cultural

Social benefits refer to increased quality of life and community social cohesion. Events can bring:

- Entertainment and social opportunities
- Increased sense of community wellbeing
- Increased community participation and involvement
- Build community capacity through skill development
- Build social capacity and local leadership
- Increased sense of civic pride
- Increased sense of place for local residents
- Opportunities to work together, share knowledge, information and resources
- Bring communities together
- Encourage more active lifestyles
- Enhanced cultural connection and development
- Improved lifestyle and leisure

Economic

Economic benefits refer to the total amount of additional expenditure generated as a direct consequence of staging the event:

- Visitor expenditure
- Additional expenditure (by businesses who cater to visitors or support the event)
- Increased consumer and business confidence
- Showcase local industries, acting as a catalyst for unconnected economic growth and tourism appeal
- Infrastructure and economic development
- Increased knowledge concerning the potential for investment and commercial activity in the region

Strategic

The Events Strategy (attached) is being recommended to provide a clear direction and strategic aim for Council in its role as an event provider, event supporter, event sponsor, venue provider and/or event regulator.

The Strategy purposes there categories of events:

1. Civic
2. Cultural
3. Commercial

The QPRC Tourism Plan 2017 – 2025 and the Community Strategic Plan 2018 – 2028 both recognise the importance of events. A number of former events are proposed to be discontinued or scaled down, including Council's support for the Queanbeyan Gift (as previously resolved) and Riverfest.

Riverfest

It is recommended that the Riverfest Event be removed from the annual calendar of events delivered by Council.

The Queanbeyan Regatta was first held in 2009 and continued as annual event until 2013. Although a number of different approaches were trialled, crowd numbers continued to diminish from an early high of 3000 attendees to only 200 in 2013. In 2014 the event re-shaped into Riverfest and ran for the next three years.

Feedback and a review of Riverfest in 2017 indicated that support for the event has been substantially due to associated activities rather than the event itself. Riverfest has evolved over time and no longer has a clearly defined role or purpose.

The event had four main components that have now been absorbed into other events;

1. Celebration of the river.

The river will continue to be a significant drawcard for a range of events including Music by the River and Liquidfest which are both highly supported and attended.

2. Clear Water Sculpture Prize.

The Clearwater Sculpture Prize and Exhibition can be efficiently conducted as part of the Regional Arts Awards open in May each year and awarded in August or as part of other cultural events.

3. Environmental Awareness.

In order to involve the whole LGA and obtain a larger audience the Environmental Expo is being held as part of the Queanbeyan, Bungendore and Braidwood Shows.

4. Family Fun.

Christmas parties, the Multicultural Festival and other regular events all include such activities. In addition summer activation events are specifically tailored for children, adolescents and families.

5. Charity Fund Raiser

Eden Monaro Cancer Support Group confirmed that whilst they value the association with Council, the Boat race is not an effective charity fundraiser.

In addition, there are growing concerns regarding risk of injury and the suitability of the river for community novelty events. The unknown condition of the water and the material below the water surface are identified as being high risk factors.

Engagement

The Events Strategy was presented to the Councillors at a workshop on Wednesday 21 February 2018.

Financial

The Strategy recommends the inclusion of two new budget items:

- a) The inclusion of a \$50,000 Category Two 'Event Assistance Scheme' in the 2018/19 operational budget.
- b) The inclusion of a \$300,000 Category Three 'Event Sponsorship Scheme' in the 2018/19 operational budget.

Council already supports events through sponsorship, in-kind support and through existing donation schemes.

The establishment of the 'Event Assistance Scheme' and 'Event Sponsorship Scheme' is to better recognise, evaluate and report on the support Council contributes to the success of events in our region. The recommended schemes also allow for funds to be available to take advantage of new and unforeseen event offerings.

A key objective of the Events Strategy is in helping to support and transition events from a dependent to an independent and sustainable state.

The Strategy highlights the proven economic and social return events have, and that investment by Council into local events can stimulate those economic and social returns.

Conclusion

The Events Strategy is being recommended to provide a clear direction and strategic aim for Council in its role as an event provider, event supporter, event sponsor, venue provider and/or event regulator.

The report recommends the strategy be adopted, that an 'Event Assistance Scheme' and an 'Event Sponsorship Scheme' be established and that the Riverfest Event be removed from the annual events calendar delivered by Council.

Attachments

Attachment 1 QPRC Events Strategy - Final Draft (*Under Separate Cover*)

12.18 Policy for Engagement of Volunteers (Ref: C1820063; Author: Richards/Richards)

Summary

Council regularly receives expressions of interest for volunteering from members of the community, many of whom are interested in continuing to use skills developed over a lifetime of experience and practice. Whilst volunteering cannot be substituted for paid work, there are a wide range of activities that would benefit from the unique contribution of volunteers. This policy seeks to establish the processes, procedures, responsibilities and framework for engaging volunteers.

Recommendation

That Council support the Policy for Engagement of Volunteers and exhibit for comments for 28 days for community comment.

Background

Australia has a strong history of volunteering. People volunteer for a variety of reasons ranging from gaining new skills, social interaction, making a difference in the community and/or using, during retirement, highly developed skills gained over a lifetime. From time to time, residents in the Queanbeyan-Palerang region express an interest in volunteering with Council. This is particularly so in the Community Choice portfolio. This policy seeks to establish an equitable, transparent and accountable management framework to ensure that volunteering at Queanbeyan-Palerang Regional Council (QPRC) is a mutually beneficial and safe activity for both prospective volunteers and for the organisation.

Implications

Legal

Once engaged, volunteers will be subject to a range of regulatory standards similar to those for paid workers. These include:

- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulations 2011*
- *Local Government Act 1993*
- *Anti-Discrimination Act 1977*
- QPRC Code of Conduct
- Local Government (State) Award

Policy

The policy is supplemented by a Volunteering Directive. It should be noted that volunteering is not work experience or a substitute for paid work.

Good practice guidance and benchmarks are also provided in:

12.18 Policy for Engagement of Volunteers (Ref: C1820063; Author: Richards/Richards) (Continued)

- The National Standards for Volunteer Involvement 2015

Social / Cultural

The social and cultural impact of volunteering is widely under-estimated. At its best, volunteering can be a considerable source of knowledge, cultural and recreation exchange enriching both the volunteer and the organisation. The extent of this contribution is difficult to fully capture. Local government is well positioned to play a vital role in providing and enriching volunteer opportunities regionally.

Resources (including staff)

Engagement of volunteers will necessarily require a range of associated procedures including:

- Clear roles and responsibilities;
- Training, direction and supervision;
- Appropriate recruitment and selection exercises for volunteers;
- Consulting with volunteers on issues that affect their health and safety in the workplace;
- Dealing with grievances and complaints in an efficient and effective manner;
- Promptly reporting incidents, accidents, illnesses and risks to health and safety.

Conclusion

Unfortunately, regular volunteering is not as simple as 'turning up' – legislation and preferred practice suggests a mix of risk, safety and monitoring protocols be observed when participating in public events or working on public land as a volunteer. There is strong evidence to suggest that, where appropriate, the engagement of volunteers will have a highly positive impact on the community and the organisation. This experience is enhanced by ensuring that strong guidelines exist to determine the framework within which volunteers will be engaged.

Attachments

Attachment 1	Draft Policy for the Engagement of Volunteers (<i>Under Separate Cover</i>)
Attachment 2	National Standards for Volunteer Involvement 2015 (<i>Under Separate Cover</i>)

ITEMS FOR DETERMINATION

12.19Draft QPRC Social Media Policy (Ref: C1817741; Author: Tegart/Tozer)

Summary

A draft Social Media Policy is presented to Council for adoption.

Recommendation**That Council:**

- 1. Adopt the QPRC Social Media Policy.**
 - 2. Note that by adopting this policy, the following policies and directives are rescinded:**
 - a. The former Palerang Council Social Media Policy 2014**
 - b. The former Queanbeyan City Council Social Media Policy 2015**
 - c. The former Queanbeyan City Council Social Media Directive 2012**
-

Background

The draft Social Media Policy was presented to Council on 25 October 2017. At that meeting, Council resolved to defer to a workshop to reconsider the inclusion of proposed amendments.

A revised draft Social Media Policy was presented on 24 January where Council resolved to defer consideration of the QPRC Social Media Policy 2018. Based on comments made at the 24 January meeting, some adjustments have been made to the draft Policy (see track changes in the attachment).

In particular, there was discussion regarding the following section of the draft Social Media Policy:

- 5.8 Councillors and staff should be wary of sharing content that is negative towards a Council decision, service or project and is likely to lead to negative comments about Council where Council is unable to provide clarification.

The following amendment is suggested

- 5.8 Councillors and staff should be wary of sharing content from other sources that is negative towards a Council decision, service or project and is likely to lead to negative comments about Council. This is particularly important where Council is unable to officially either respond to, or clarify the comment, or unable to direct others to a source for accurate information.

This point was included to ensure that staff and councillors who choose to share information relating to Council on their personal Facebook page are aware of their responsibility regarding subsequent comments/questions that appear on that post.

In addition, some discussion took place on the notion of criticism of staff and councillors. The following amendment is suggested

- 6.3 Councillors should not use their personal social media accounts to personally criticise Council staff or denigrate fellow councillors and community members. Criticism of Council staff in a public forum is a breach of Council's Code of Conduct Section 6.7.

Implications***Policy***

The new draft policy is a local policy. Under s.165(4) of the *Local Government Act 1993*, local policies are automatically revoked 12 months after the declaration of the poll for the next NSW local government general election, unless revoked sooner by Council if legislation requires it or Council's functions, structure or activities change.

Engagement

Local policies do not require to be publicly exhibited prior to adoption. However, staff were given the opportunity to comment on the social media policy. Four comments were received, all of which were very supportive, with constructive suggestions to clarify the use of copyright material, and highlighting some typographical errors. The policies have been amended to reflect these comments.

Conclusion

The revised draft QPRC Social Media Policy is presented for formal adoption. Once adopted, the previous former Queanbeyan City and Palerang Council policies and directives relating to social media will be rescinded. It is noted the use of social media is also referenced in the new model Code of Conduct circulated by OLG late in 2017.

Attachments

Attachment 1	Draft QPRC Social Media Policy - February 2018 (<i>Under Separate Cover</i>)
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**12.20 Panel Contract for Periodic Dewatering of Sludge Services (Ref: C1822022;
Author: Hansen/Cunningham)**

Summary

An open panel source tender has been called for the provision of periodic sludge dewatering services at Council's sewage treatment plants.

Recommendation

That:

- 1. The following tenderers be appointed to a panel of suppliers established to provide the Queanbeyan-Palerang Regional Council (QPRC) with Periodic Dewatering of Sludge services for the period commencing 1 March 2018 to 30 June 2020:**
 - a. <Tenderer 1>**
 - b. <Tenderer 2>**
 - c. <Tenderer 3>**
 - 2. A provision be allowed for 2 x 12 month extension periods based on satisfactory supplier performance.**
 - 3. The tender submission of <Tenderer 4> be passed over as being uncompetitive in comparison to the recommended suppliers.**
-

Background

Council owns and operates four conventional activated sludge sewage treatment plants. By far the largest of these is the Queanbeyan facility located just west of the city in Oaks Estate. The challenges and limitations of this plant are well documented and Council would be well aware of works undertaken to date that seek to deliver a replacement plant within the next few years. In the meantime, efforts continue to be made that aim to operate the existing overloaded facility at its most optimum level.

One of the streams most under stress is that of sludge management.

The Queanbeyan Plant is currently operating under a sludge lagoon capacity of around 3.1 equivalent persons per cubic metre (EP/m³) of storage. This is about twice the loading of the Bungendore plant at around 1.6 EP/m³ and effectively means that the Queanbeyan facility is challenged in its ability to satisfactorily stabilise its full sludge feed through the required anaerobic process. On top of this, the plant lacks access to sufficient sludge drying bed space to effectively dewater its sludge, hence creating an imbalance between what is needed to be processed out of the lagoons against what is needed to come in as waste activated sludge. In essence, the lagoons are chronically overloaded.

In the past, the solution to this issue has been the mechanical dewatering of the sludge; a specialised service routinely provided by contractors through a competitive quotation process. Unfortunately, the developing scale and need for this service is such that it is inevitable that the financial commitment required will annually fall within the formal procurement requirements of s55 of the Local Government Act 1993. To assist Council in dealing with this matter it was decided to engage the services of Regional Procurement Initiative (Regional

**12.20 Panel Contract for Periodic Dewatering of Sludge Services (Ref: C1822022;
Author: Hansen/Cunningham) (Continued)**

Procurement) with the aim being to develop a panel contract consisting of pre-qualified contractors.

An edited excerpt of Regional Procurement's report into this process is reproduced below. A full copy of the report, including details of pricing, is provided under separate cover.

Regional Procurement (Edited Excerpt of Evaluation Report)

As a result of discussions with Queanbeyan-Palerang Regional Council regarding its requirements for the Periodic Dewatering of Sludge, Regional Procurement has called an Open Panel Source tender.

Tenders closed at 10.00am on 28 November 2017.

A formal letter of participation was signed by Council on 27 October 2017.

This tender was advertised in the following media:

- Tenderlink on 7 November 2017
- Sydney Morning Herald on 7 November 2017

A total of four (4) tenders were received at the time of closing from nine downloaded from the Tenderlink website.

Probity

The tender has been conducted in accordance with Clause 166(a) of the Local Government (General) Regulation 2005.

Conflict of Interest Declarations were signed by all participating evaluation panel members including the Regional Procurement facilitator. The declarations are available to be viewed if required.

All tenderer insurance records were checked against Tender requirements and potential non-conformities were noted in the Evaluation Matrix for the consideration of the panel.

The evaluation was conducted in accordance with the Local Government Tendering Guidelines, Regional Procurement Tendering Code of Conduct and Tendering Evaluation Principles and Process. Confidentiality and probity were maintained throughout the process.

Tender Evaluation

The tender evaluation was conducted on 16 January 2018 at Council's Bungendore office by a tender review panel consisting of two Council representatives and a facilitator from Regional Procurement.

No late tenders were received. All tenderers were noted to be active on the ASIC website. There were no non-compliant tenders.

Evaluation Methodology

The evaluation result was determined according to the following:

- The lowest \$ rate per m³ was awarded the full evaluation % weighting.

**12.20 Panel Contract for Periodic Dewatering of Sludge Services (Ref: C1822022;
Author: Hansen/Cunningham) (Continued)**

- Each subsequent m³ \$ value was divided into the lowest m³ \$ value to obtain a pro-rata score.
- Other Criteria were evaluated according to the following:
 - Whereas the tenderer provided the required evidence to meet the benchmark, eg a current: ISO 9001 Certificate of Registration and the QMS document contents page, the Evaluation Panel awarded full marks for that category.
 - Whereas the tenderer provided partial evidence to meet the benchmark, eg: provides a QMS document contents page but they are not ISO certified, the Panel determined a lower score by deducting points based on the evidence in front of them and comparing the evidence to the other submissions.
 - Whereas the tenderer failed to meet the benchmark completely, eg: they demonstrated no ability to meet the criteria and did not provide any supporting evidence, the Panel awarded 0 points to the tenderer for that evaluation criteria.
- Where “Referees” have been included as weighted criteria, each Tenderer’s Referees score have been calculated by adding the total scores obtained from the Tenderer’s three nominated referees (where each is worth up to 25 points) and dividing this total by the maximum possible score of 75, then multiplying this number by the allocated matrix weighting value (eg 10%).
- Each tenderer’s insurance records have been checked against Tender requirements and potential non-conformities noted in the Evaluation Matrix for the consideration of the panel.

Evaluation Outcome

The assessment scored each tenderer from a total possible maximum of 100. The results of these assessments may be found in the table of “Evaluation Results” under separate cover.

Contract Duration

This contract will run for 28 months from 1 March 2018 to 30 June 2020. At the conclusion of this period there is provision for 2 x 12 month options to be taken up based on satisfactory performance by the successful tenderer.

Regional Procurement will undertake the coordination of the 2 x 12 months extension options by seeking QPRC feedback via a Customer Satisfaction Survey on contractor performance. The Survey will be completed several months prior to each extension option being taken up.

Tender de-brief

Regional Procurement formally invites all tenderers to make an appointment to discuss their respective tender submissions with a view to providing them with feedback on the tender process.

**12.20 Panel Contract for Periodic Dewatering of Sludge Services (Ref: C1822022;
Author: Hansen/Cunningham) (Continued)**

Implications***Legal***

Panel Contract T401718QPRC for Periodic Dewatering of Sludge Services has been developed and assessed in accordance with s55 of the Local Government Act and Part 7 of the Local Government (General) Regulation 2005.

Policy

Panel Contract T401718QPRC for Periodic Dewatering of Sludge Services has been developed and assessed in accordance with Council's procurement policy and directives.

Environmental

The Queanbeyan STP site has ample room for the storage of dried or caked sludge. Further stabilisation occurs in the dried stockpile after which formal testing is undertaken. Sufficiently stabilised sludge is disposed of at landfill receival sites from time to time.

Financial

Funding for these works is provided through the ongoing Queanbeyan sewage treatment plant operational vote. The arrangements for the contract permit the addition of other Council STP sites from time to time. Whereas works are conducted at any of these sites in the future, related expenses will be attributed to those relevant operational votes as appropriate.

Conclusion

The report recommends that Council accept the tenders from three of the respondents to Tender T401718QPRC, Periodic Dewatering of Sludge Services, and engage them for an initial period from 1 March 2018 to 30 June 2020 with two one year options for extensions.

Attachments

Attachment 1 T401718QPRC Tender Evaluation Report (*Under Separate Cover*) -
CONFIDENTIAL

ITEMS FOR DETERMINATION

12.21 RFT 04-2017 Macs Reef Road Landfill Closure Tender (Ref: C1822048; Author: Hansen/Belcher)

Summary

This report details the tender process for the construction of the final capping layer and revegetation of the Macs Reef Road Landfill. The procurement process has been by Open Tender (RFT 04-2017).

Recommendation

That Council award the contract detailed in RFT 04-2017 for the Macs Reef Road Landfill Closure work to Tenderer 4 (insert name) for the sum of \$insert amount.

Background

As part of the implementation of the Palerang Council Waste Management Strategy (2005 – 2025) and subsequent update in 2015, Council has been progressively closing landfills and replacing them with waste transfer stations.

Once the transfer stations have been completed and commence operation, Council is required to close the former landfill and remediate them to the requirements of the NSW Environmental Protection Agency *Environmental Guidelines: Solid Waste Landfills*.

One of these landfills is the Macs Reef Road landfill in Bywong. A landfill closure plan has been developed by AECOM and incorporates the following materials:

- A general fill layer to provide a uniform surface for capping
- A geosynthetic clay liner to prevent ingress of water into the landfill material
- A 500mm thick layer of revegetation material
- Revegetation using non-native grasses

Council has received \$200,000 from the NSW EPA Landfills Consolidation Grant programme to assist with the closure of Macs Reef Road landfill.

Tender Process

An open tender process was conducted to procure the works through Council's Tenderlink portal. The tender period was from 29 September 2017 and closed 11:00am Friday 3 November 2017. A non-mandatory site inspection was undertaken on 10 October 2017.

Tender Assessment

Tenders were assessed against the specification and the following criteria:

- Proposed offer and construction methodology
- Tenderers recent experience and performance with projects associated with landfill capping and bulk earthworks

12.21RFT 04-2017 Macs Reef Road Landfill Closure Tender (Ref: C1822048; Author: Hansen/Belcher) (Continued)

- Relevant qualifications, competence and experience of the proposed personnel and subcontractors
- Geosynthetic Clay Liner manufacturer and product specifications
- Fill material supplier including conformance with specification requirements
- Proposed construction program, construction methodology and preliminary assessment of major risks during construction
- Price

Details of the tender assessment are shown in Attachment 1 (Confidential).

Implications***Legal***

The Tender process has been conducted in accordance with Section 55 of the *Local Government Act 1993* and associated Regulations.

Policy

The Tender process has been conducted in accordance with the QPRC Procurement Policy.

Environmental

The completion of these works will finalise the closure of the Macs Reef Road landfill site and provide a stable vegetation layer to reduce erosion from the site. In addition, the works will reduce the amount of leachate generated on the site and reduce downstream environmental risks.

Sustainability

The completion of these works will reduce the amount of greenhouse gases emitted from the site.

Asset

Completion of these works will finalise the closure of the Macs Reef Road landfill site. The site will remain operational land until such time as it can be determined that risks have been adequately managed.

Strategic

Completion of these works aligns with the adopted Palerang Waste Management Strategy.

Financial

Since the implementation of the Palerang General Waste Fund, Council has been placing money into reserve to undertake these works.

In addition to this, Council has received \$200,000 from the NSW EPA Landfills Consolidation Grant programme to assist with the closure of Macs Reef Road landfill.

12.21 RFT 04-2017 Macs Reef Road Landfill Closure Tender (Ref: C1822048; Author: Hansen/Belcher) (Continued)

Program Code	Expense Type	Funding source		Amount
RA6050	Capital	Palerang Waste Non-Domestic Fund	\$	1,389,499.09
	Capital	NSW Environment Trust grant	\$	200,000

Resources (including staff)

The works will be undertaken by contractors and minimal staff resources will be required. All materials and equipment will be provided by the engaged contractor.

Integrated Plan

The works align with the Community Strategic Plan Pillar 4.1.4: *"We actively promote and implement sound resource conservation and good environmental practice for our waste management systems"*.

Conclusion

Completion of the works will be a major milestone of the Palerang Waste Management Strategy. In addition, the works will improve environmental management of the site and allow the acquittal of the Environmental Trust grant.

Attachments

Attachment 1 RFT 04-2017 Macs Reef Landfill Capping Construction Tender Evaluation Report (*Under Separate Cover*) - **CONFIDENTIAL**

ITEMS FOR DETERMINATION**12.22 Submission - NSW Freight and Ports Plan (Ref: C1822305; Author: Tegart/Tegart)**

Summary

The NSW Government released its NSW Freight and Ports Plan for comment on xx. The draft Plan should be read in conjunction with the Future Transport 2056 Strategy released late in 2017, to which Council made a submission.

Council is working with CBRJO to prepare a joint submission, elements of which are included in a submission to Cabinet at its community meeting in Goulburn on 1 March.

The draft Strategy is at <https://www.transport.nsw.gov.au/projects/strategy/nsw-freight-and-ports-plan>

Recommendation

That Council lodge a submission to the draft NSW Freight and Ports Plan.

Background

To give context, the State Infrastructure Strategy provides independent advice from Infrastructure NSW on the needs and strategic priorities for infrastructure and investment across NSW.

The Draft Future Transport 2056 Strategy sets the vision, directions and outcomes framework to guide transport investment over the longer term. The Services and Infrastructure Plans set the customer outcomes for Greater Sydney and Regional NSW for the movement of people and freight.

The draft Freight and Ports Plan seeks to identify:

- the current state of freight in NSW including the broad range of freight, supply
- chain and freight issues confronting the industry
- opportunities and challenges for each of the freight commodity sectors
- potential priority action areas and infrastructure initiatives to be confirmed

It is framed around the Premier's stated priorities:

- grow the economy, accelerating major project assessments and delivering strong budgets
- build infrastructure and deliver better services, improving road travel, reliability and on time public transport running
- create safer communities, reducing road fatalities by at least 30% by 2021 based on 2010 levels.

Freight is worth \$66 billion to the NSW economy. Freight in Greater Sydney is expected to double over the next 40 years and increase by 25% in Regional NSW over the same period.

12.22 Submission - NSW Freight and Ports Plan (Ref: C1822305; Author: Tegart/Tegart) (Continued)

The Plan, once finalised, will guide how government, industry and the community will work together and provide a framework for all levels of government to guide policy, planning, regulation and investments, in the following priority areas:

NSW FREIGHT AND PORTS PLAN

“Moving goods in an efficient, safe and environmentally sustainable manner, providing successful outcomes for communities and industry”

PRIORITY AREAS

- 1 Strengthen freight industry and government partnerships**
- 2 Increase access for freight across the road and rail network**
- 3 Protect existing freight precincts and ensure sufficient future land use**
- 4 Facilitate introduction of technologies that reduce freight costs and impacts**
- 5 Reduce the regulatory burden on industry**
- 6 Ensure safe, efficient and sustainable freight access to places**

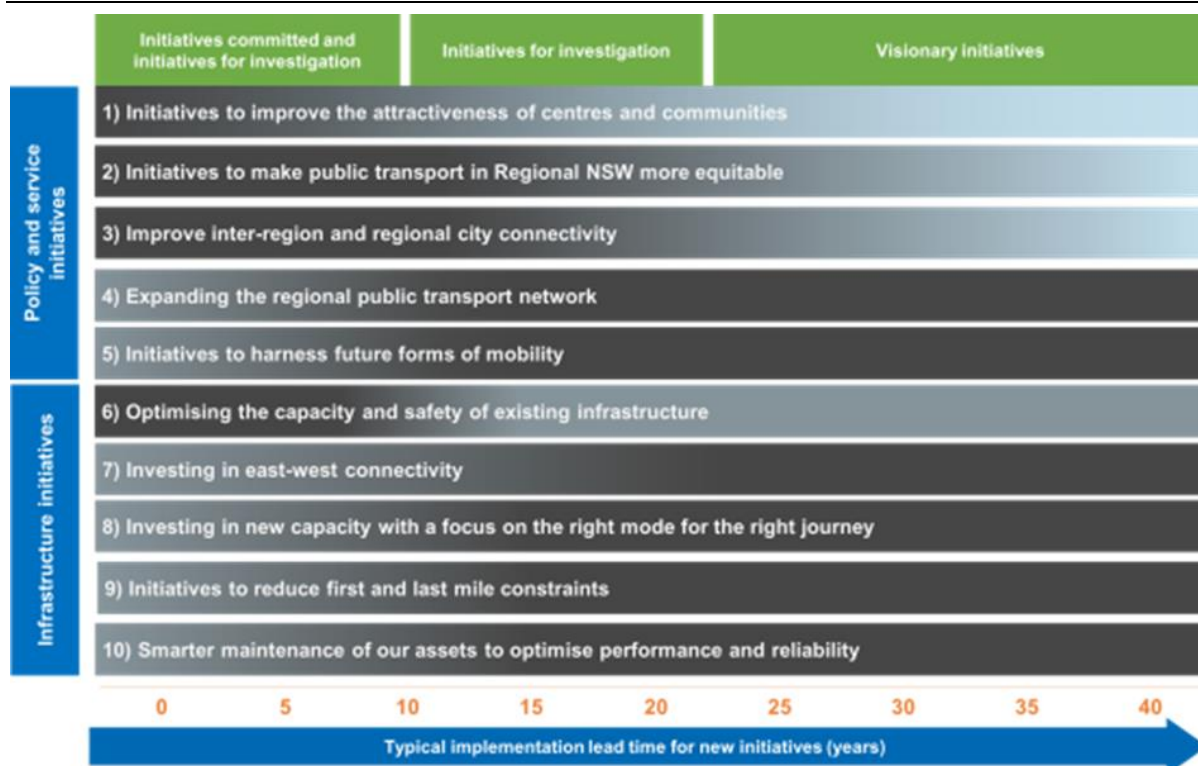
OUR GREATER SYDNEY 2056

STATE INFRASTRUCTURE STRATEGY

NATIONAL FREIGHT STRATEGIES

The related goals of Future Transport 2056 are:

12.22 Submission - NSW Freight and Ports Plan (Ref: C1822305; Author: Tegart/Tegart) (Continued)



The investment planned, supported or undertaken by Government in the region to date include:

- Fixing Country Roads
- Fixing Country Rail
- Bridges for the Bush
- Inland Rail
- Eden Cruise Terminal development

Implications

Key Issues

Key pressures and trends identified in the Plan include:

- Population growth
- Urban encroachment
- Heavy vehicle regulations
- Growth in agriculture demand
- Last mile challenges
- Ensure safe, efficient and sustainable freight access to places and facilities

12.22 Submission - NSW Freight and Ports Plan (Ref: C1822305; Author: Tegart/Tegart) (Continued)

- Competition for rail access
- Technology innovation
- Role of NSW Government in ports
- Intermodal terminals
- Role of Inland Rail
- East-west corridors

Submission

It is proposed to pitch the QPRC area within the Canberra Region as a hub for the East-West corridor connection from coast to the CBR international airport and inland rail at Wagga. Below is a map illustrating the current rail links and inland rail line.



12.22 Submission - NSW Freight and Ports Plan (Ref: C1822305; Author: Tegart/Tegart) (Continued)

The Future Transport 2056 Strategy nominated CBR/QBN as a Global Gateway and QBN as a Regional City for transport and planning purposes. A commuter rail option was submitted. Council also supported a high speed rail option from SYD-GLB-CBR.

However, there is little proposed development in the Plan to improve the freight task in SE NSW.

Drawing from the work QPRC prepared for the CBRJO submission, the following is proposed:

1. Establish east-west freight corridors on 26m B-Double capable routes, encouraging HML movements, connecting coast to international airport and inland rail:
 - a. Nowra-Braidwood-Queanbeyan-Yass-Wagga
 - i. (MR92/Kings/Barton/Hume Hwys)
 - b. Eden-Bombala-Cooma-Queanbeyan-Yass-Wagga
 - i. (Imlay/Snowy Mtns/Monaro/Barton)
2. Nominate tourist corridors on 19m B-Double limited routes, encouraging small vehicle travel
 - a. Batemans Bay-Queanbeyan (Kings Hwy)
 - b. Eden-Narooma-Batemans Bay (Princes Hwy)
 - c. Merimbula-Cooma-Queanbeyan (Snowy Mountains Hwy)
 - d. Yass-Queanbeyan (Barton Hwy)
3. Reactivate Blayney-Demondrille rail link, as redundancy for congested western rail to Sydney, enabling goods freight to shift to Kembla port or inland rail
4. Establish Queanbeyan/Fyshwick rail hub as 'last mile' to transport freight to other modes
 - a. Connect east-west freight corridors to Barton and Hume Hwys, and inland rail, via Queanbeyan
5. Establish commuter rail service (Goulburn and Bungendore/Queanbeyan/Canberra)
 - a. Optional HQJOC connection
 - b. Reduces peak hour road congestion (Kings Hwy/Canberra Ave)
 - c. Aligns with high speed rail ambitions
 - d. Segregates from Xplorer and freight rail schedules

Those investments are expected to realise the following regional outcomes:

1. Increases east-west B-Double freight capacity by near 40%

12.22 Submission - NSW Freight and Ports Plan (Ref: C1822305; Author: Tegart/Tegart) (Continued)

2. Introduces intermodal capability outside capital cities, reducing congestion, increasing redundancy
 - a. Eden Seaport (cruise, bulky, naval) to truck to air to inland rail
 - b. Sydney rail to air to truck to inland rail
 - c. High quality regional produce and defence product into national (inland rail) and international (air) gateways
3. Connects Defence (naval) facilities (Nowra/Eden) to Queanbeyan/Canberra
4. Increases options and accessibility for regional workers into employment in Canberra (eg >60% regional residents travel to Canberra to work)
5. Incentivises regional waste freight movement - (Canberra/Queanbeyan/Goulburn/Woodlawn)
6. Activates potential business/technology hub (defence) – Queanbeyan, and logistic hub – Goulburn

Conclusion

A presentation summary of the submission to government is attached.

Attachments

Attachment 1 Freight Submission Overview (*Under Separate Cover*)

ITEMS FOR DETERMINATION

12.23 Special Heritage Fund - 2017/2018 (Ref: C1820707; Author: Thompson/Jansen)

Summary

The purpose of this report is to consider the two applications received by Council for the Queanbeyan-Palerang Special Heritage Fund.

Recommendation

That Council endorse:

- 1. The full amount requested in Application A (insert name of applicant and amount).**
 - 2. Part 2 of Application B (insert name of applicant and amount).**
-

Background

Council has received two applications for funding under this year's Special Heritage Fund program.

The program was initiated by the former Queanbeyan City Council at its meeting of 24 June 2015 (Minute No. 217/15). Funding was to be competitive and prospective applicants needed to submit an application, meet certain matters and criteria and if successful comply with the Fund's standard conditions.

The purpose of the fund was to assist owners of churches, and buildings owned or managed by community based 'not for profit' organisations listed on the heritage schedule of *Queanbeyan Local Environmental Plan 2012* to conserve, restore and reuse their properties. Following the Council merger the application of this fund was expanded to include items listed in the heritage schedule of *Palerang Local Environmental Plan 2014* (Minute No. 260/16 – 26 October 2016).

This program is in addition to the local heritage grants and some state government funding schemes that may be provided for items listed as being of state significance in a local environmental plan.

Projects which received funding for the 2015/16 financial year were St Stephens Church in Queanbeyan, St Paul's Church at Burra and the Queanbeyan Art Society (subject to certain conditions) (Minute No. 456/15 – 25 November 2015).

The funding for the Queanbeyan Art Society was carried over to the 2016/17 financial year (Council Resolution 034/16 – 8 June 2016) and these works are currently being constructed and finalised.

Projects funded in 2016/17 were the Queanbeyan Croquet Club, further work at St. Paul's Church in Burra and the Braidwood Museum.

At its meeting of 26 April 2017 Council resolved to support an extension of time for the completion of the works for the Braidwood Museum until 30 June 2018. Council also resolved to support an increase in the grant from \$26,114.60 to \$54,200 (Minute No. 122/17 – 26 April 2017).

At its meeting on 25 January 2017 (Minute No. 011/17) Council resolved that 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 circumstances in which Council might consider providing a proportion of any grant to be used for professional services.

**12.23 Special Heritage Fund - 2017/2018 (Ref: C1820707; Author: Thompson/Jansen)
(Continued)**

Subsequently at its meeting on 22 November 2017, Council resolved (Minute No. 370/17) that the Special Heritage Fund Guidelines be amended to allow for the use of a small proportion of a grant for professional services involving the preparation of a statement of heritage significance or the like by a suitably qualified and experienced person.

At the same meeting Council further resolved to advertise for applications in the 2017/18 year. Applications were subsequently advertised with the closing date being the 10 January 2018.

Current Applications

Council has received two applications for Special Heritage Funding 2017/18 and are referred to as Application A and B below.

Application A seeks funding for building maintenance works.

Application B comprises three parts and seeks funding as follows:

1. Part 1 - Renewal of existing conservation management plan.
2. Part 2 – Building works.
3. Part 3 – Contingency.

An assessment table and copies of the applications received are provided in the Confidential Attachments. A copy of the current application form and guidelines are also attached for information.

Implications***Legal***

Applicants were required to submit an application and to comply with the Standard Conditions applying to this Fund.

Policy

Funding for this program is competitive and priority is for public buildings, churches and buildings owned or managed by community based organisations as well as those buildings where there is a clear community or public benefit rather than a private one.

Applicants need to submit an application as well as comply with the following:

- Demonstrate that they are prepared to contribute a reasonable proportion of the cost of the project.
- Comply with the Standard Conditions.
- Minimum project value \$15,000.
- All projects are funded over the current financial year.
- Funding will be limited to one lot of assistance per site.

Applicants must complete and claim 100% of their funding by 30 June 2018.

Environmental

The use of this fund for the stipulated projects will have positive environmental impacts.

Social / Cultural

The Special Heritage Fund promotes heritage in the local government area.

Economic

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

**12.23 Special Heritage Fund - 2017/2018 (Ref: C1820707; Author: Thompson/Jansen)
(Continued)**

Financial

A budget of \$112,315 currently exists in the Special Heritage Funding program. It is recommended that in total works to the value of \$109,893 be funded.

The Special Heritage Fund may also supplement other funding such as that approved under the Stronger Communities Fund.

Conclusion

It is recommended that Application A be funded in full. Application B should be funded for Part 2 – Building Works only. Council has limited funds and to fund both projects in total would exceed the current budget. Council has resolved to continue to provide Special Heritage Funding and the applicants will have the opportunity to perhaps defer Part 1 of Application B and be able to reapply when funding is offered again in the new budget year. Contingencies (Part 3 of Application B) should not be funded under the Special Heritage Funding and should be covered by the applicants.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Summary Table - Applications for Special Heritage Fund 2018 (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 2 | Application A - Special Heritage Fund Application - Queanbeyan (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 3 | Application A - Quotations Summary (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 4 | Application B - Special Heritage Fund Application - Braidwood (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 5 | Special Heritage Fund Guidelines and Application Form - 2017 (<i>Under Separate Cover</i>) |

Summary

Council's Ordinary meeting in April this year falls on ANZAC Day. This report recommends the meeting be held on the following day, Thursday, 26 April 2018.

Recommendation

That Council:

- 1. Reschedule its Ordinary Council meeting from Wednesday, 25 April to Thursday, 26 April 2018.**
 - 2. Publicise the change of date in all relevant media.**
-

Background

As the Ordinary meeting falls on ANZAC Day, Wednesday, 25 April 2018, it is recommended that it be rescheduled to Thursday, 26 April 2018, with all other details remaining unchanged i.e. start time of 5.30pm and location in the Council Chambers, Bungendore.

If approved, the tentative booking for the Council Chambers will be confirmed and the change of date will be advertised in local print media, Council's website and social media platforms.

Implications

Social / Cultural

ANZAC Day is an important national commemoration, with the Mayor and Councillors attending services and laying wreaths at war memorials throughout QPRC. Accordingly, the Ordinary Council meeting needs to be rescheduled.

Conclusion

It is recommended that the Ordinary Meeting that falls on ANZAC Day be rescheduled to Thursday, 26 April 2018.

Attachments

Nil

13.1 Summer Activation & Aquatic Wet Play Area Launch (Ref: C1813558); Author: Richards/Fulton

Report

Recommendation

That the report be received for information.

In January 2018, Q-One Aquatics delivered four Summer Activation events at Queanbeyan, Bungendore, Braidwood and Captains Flat pools. Q-One Indoor Sports delivered the fifth instalment, a land-based version of the event at Rockley Oval in Googong.

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

Coles Queanbeyan provided the free barbeque dinners at the Captains Flat, Braidwood, Queanbeyan and Googong events; and IGA Bungendore provided the dinner for the Bungendore event.

Both organisations donated all food, water, juice poppers and associated equipment free of charge. Council is extremely grateful for the continued partnership and support of both Coles Queanbeyan and IGA Bungendore.

Entry to the 2018 events was by gold coin donation, with patrons selecting the charity or charities they wanted to support. Across the five events the following amounts were raised for charity and cheques were presented by the Mayor on Wednesday 14 February at the Queanbeyan Aquatics Centre.

<u>Charity</u>	<u>Donation</u>
ACT Eden Monaro Cancer Support Group	\$976.40
Treehouse Queanbeyan	\$772.70
Solider On	\$570.00
TOTAL	\$2,319.10

Event Attendance

Conditions were not ideal for the Braidwood, Bungendore and Captains Flat events with wet and/or windy weather. The Captains Flat event was so windy and cold that the program was moved into the Town Hall.

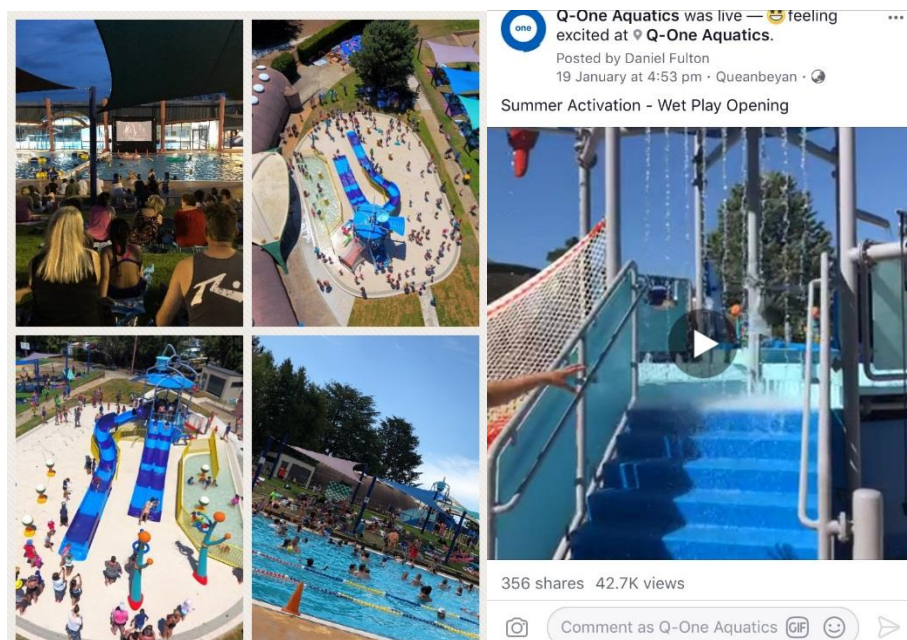
The Queanbeyan and Googong events experienced an extreme heat wave, with temperatures reaching 39 degrees. This resulted in Googong's land based event being delayed to a start time of 6pm.

Despite this the number of attendees at each event was extremely pleasing.

Location	2017 (Attendees)	2018 (Attendees)
Braidwood	89	153
Bungendore	153	102
Captains Flat	95	74
Queanbeyan	661	1751
Googong	NA	135
TOTAL	998	2215

Queanbeyan Event – Saturday 20 January 2018

The Queanbeyan Summer Activation Event also doubled as the launch of the new Wet Play Area. The area was officially opened with 'ribbon cutting' by the Mayor and attending Councillors. The Wet Play Area was part of the former Queanbeyan City Council Delivery Program, funded in part by the Stronger Communities Fund.



The event attracted over 1751 people, with Canberra's FM 104.7 radio station co-hosting the day. The social media response was overwhelming with a 'sneak peak' live post being viewed 42,700 times and shared 356 times. Q-One Aquatics Facebook page also increased from 739 to 1,680 followers.

External publicity for the event included WIN Television, ABC Radio, FM 104.7, Queanbeyan Age and the Canberra Times.

The community feedback has been overwhelmingly positive and the facility has attracted visitors from all around the region.

Staff have introduced new entertainment activities at the pool over the last two years, and the opening of the wet play area has cemented a strong reputation as a fun family venue.

The Queanbeyan Aquatic Centre is currently on track to reach its highest ever annual revenue. The addition of the wet play area, despite being a free attraction included in general entry fees, has boosted efforts to reach the landmark 2017/18 financial targets.

Attachments

Nil

13.2 Clean Up Australia Day (Ref: C1822569); Author: Hansen/Hansen

Report

Clean Up Australia (CUA) day is scheduled to occur on 4 March 2018. Various groups within our community participate in this event and clean up community areas in their locality.

CUA commenced in 1990 and has continued with wide spread community support. Various community groups within the Queanbeyan-Palerang community participate in this event by cleaning up local community areas.

CUA places some limits to the sites it endorses for the Day, and generally within urban areas or roadsides signposted at 50kph or less, Details on undertaking CUAD activities can be found on the following web site: <https://www.cleanupaustraliaday.org.au/>.

To assist this initiative, the rubbish collected on the Day may be delivered to Council's waste transfer stations free of charge.

Council is happy to support groups that clean-up sites that have been approved by CUA.

Recommendation

That the report be received for information.

Attachments

Nil

**13.3 Membership of Southern Tablelands Arts (Ref: C1819778); Author:
Richards/Richards**

Report

Queanbeyan City/ Queanbeyan Palerang Regional Council has been a financial member of Southern Tablelands Arts (STARTS) for the last 10 Years. STARTS began as an informal meeting between local government and local Arts Council representatives and formalised in the late 1990s with the employment of staff and financially contributing members.

Initially, membership was advantageous for Council. Cultural staff regularly connected with STARTS staff for contacts to networks, and information on opportunities in regional arts in NSW. However, the cultural-arts landscape has changed significantly. Council's cultural staff have developed strong, far reaching networks and we have a solid reputation for delivering quality community arts programs and public art projects. We have been successful in obtaining substantial grant funding for cultural infrastructure including The Q and Rusten House Arts Centre. We are now established and experienced in providing support and advice for our artists and cultural groups and organisations. Information and opportunities that were once only available through financial memberships of organisations like STARTS, are now freely available on-line. Staff and the community have free access to professional networks and opportunities by subscribing to arts, cultural and funding e-newsletters and notice boards, and through Councils own Cultural e-newsletter, face book posts on opportunities in the region and the QPRC website.

Historically STARTS provided direct grant funding and subsidised training opportunities for the Queanbeyan community and so the membership fee had tangible benefits. However, over time, even the stated benefits of partnered training, workshops and professional development for artists have been offered without consultation with staff or the community around local needs. As a result, these offerings have been poorly subscribed.

The reduction of benefits has coincided with significant increase in membership fees, growing from an original \$6000 in 2008 to \$20000 for 2018. The opportunity cost of this amount is significant and could be more positively directed into targeted regional activities, supported by a new community Cultural Plan.

A number of local Councils in the CBRJO are currently reviewing their commitment to STARTS, prompted by the unexpected increase of 20%+ in membership fees. Some will be proposing a further one year membership, only if the current rate is offered. QPRC staff have flagged a withdrawal from membership following a cost-benefit analysis.

Recommendation

That the report be received for information.

Attachments

Nil

14.1 The Q Board Report - January 2018 (Ref: C1814040; Author: Richards/Fulton)

Present:

Cr Radmila Noveska (Chair), Geoff Grey, Coralie Wood, Cathy Winters, Helen Musa and Jacqui Richards (Portfolio General Manager Community Choice).

Also Present:

Daniel Fulton, Steve White and Stephen Pike.

Others Present:

The Committee Recommends:

Apologies:

Peter Lindbeck.

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

Recommendation (Winters/Grey)

That the Report of the meeting of the Committee held on 20 November 2018 be confirmed.

2. For Information

Various staff reports were presented to the Board (attached for information). The Board discussed the pleasing attendance figures for 2017 and requested a further breakdown of the figures to enable a comparison between internal and external hire productions.

The Board highlighted the upcoming opportunity for the Q's season brochure and marketing collateral to be distributed at the upcoming Shakespeare in the Park event in February.

The Board commenced conversations, which will be formally responded to at the next meeting, regarding what they would individually like to contribute to the Board and the Q, what their goals are for their time on the Board and their aspirations for the Q moving forward. The conversation was prompted by staff as we look to better capitalise on the wealth of knowledge, experience and connections that our Board members bring.

Initial conversations focused on further enhancing the audience's experience, increased venue recognition, increased general exposure, the potential creation of a Council Theatre Company, the revitalisation and activation of the Bicentennial Hall, a monetary recognition scheme for the musicians who participate in in-house productions, and the attraction of potential sponsorship opportunities.

3. Next Meeting

Monday 26 March 2018.

There being no further business, the meeting closed at 6.47pm.

Attachments

Attachment 1 The Q - Board Meeting - Council Official Agenda - January 2018 (*Under Separate Cover*) - **CONFIDENTIAL**

14.2 Braidwood and Curtilage Heritage Advisory Committee - 8 February 2018 (Ref: C1816057; Author: Thompson/Mitchell)

Present: Cr Peter Marshall, Peter Smith, Kirsty Altenburg, John Stahel, David Hobbes

Also Present: Mike Thompson, David Carswell, Jordana Mitchell

Others Present:

Apologies: Nil

1. Welcome to the first meeting of the new Braidwood and Curtilage Heritage Advisory Committee

Cr Marshall welcomed the committee members to the first meeting of the new Braidwood and Curtilage Heritage Advisory Committee and acknowledged the traditional custodians of the land on which we are meeting.

2. Introductions

The members of the committee introduced themselves and their background and interest in heritage.

3. Code of Conduct

Mike Thompson highlighted the importance of respectful compliance to give the best outcome for providing recommendations to Council. The agenda is prepared in advance and should be adhered to. Items for the agenda to be sent in advance to Jordana Mitchell.

4. Code of Meeting Practice

Mike Thompson explained what would constitute a conflict of interest and the importance of declaring these. Cr Marshall raised whether meetings should be open to the public if we are considering DA's. It was noted that public attendees would attend as observers only.

5. Terms of Reference

The former Palerang Heritage Advisory Committee's Terms of Reference were tabled as the basis for discussion.

It was noted that some changes are necessary to these Terms of Reference to make them relevant to this committee and that these are yet to be finalised.

It was suggested that a representative of the Braidwood and Villages Tourism Inc. should be a part of this committee. It was agreed that certain significant DA's could go to the committee for consideration. David Hobbes suggested that the nature of many Braidwood DAs is quite minor. The flowchart currently used in Queanbeyan was discussed and this provides an overview of when a DA should be considered by the committee. There was also discussion about which areas of Braidwood and what types

14.2 Braidwood and Curtilage Heritage Advisory Committee - 8 February 2018 (Ref: C1816057; Author: Thompson/Mitchell) (Continued)

of DA's should be considered by the committee. These included sites in Wallace Street, public buildings, DA's on the recommendation of the heritage advisor, building used for religious and civic type uses and the like. Non DA matters related to public works could be brought to the attention of the committee by requesting that they be added to the following month's agenda. It was also noted that part of the committee's role will be to promote and celebrate heritage.

The actions agreed to including those to be incorporated into the Terms of Reference were:

1. That Braidwood and Villages Tourism Inc. be invited to provide a committee member.
2. That the committee meet every two months.
3. The name Palerang (referred to in the previous Terms of Reference) be changed to B&C HAC.
4. That the flowchart in regard to DA's and other development used by the previous Queanbeyan Heritage Advisory Committee and Terms of Reference be updated and that this be considered at the next meeting.
5. That certain DA's and other matters as stipulated in the terms of reference be considered by the committee.

6. Timetable for meeting up to September 2018

The second Thursday of each month starting the 8 March 2018 at 10am in Braidwood.

7. Next Meeting

The next meeting will be held in the Braidwood Old Library at 10am Thursday 8 March 2018.

There being no further business, the meeting closed at 10.51am.

Attachments

Nil

COMMITTEE REPORTS AND RECOMMENDATIONS**14.3 Canning Close Reserve s.355 Committee AGM minutes (Ref: C1818759; Author: Tegart/Ferguson)**

Report

The Canning Close Reserve s.355 Committee has submitted for Council's information the minutes of its Annual General Meeting held on 23 November 2017. The Canning Close Reserve s.355 Committee has responsibility for the care, control and management of the area at Lot 50, DP258033, a public reserve dedicated on 9 August 1978.

Attachments

Attachment 1 Minutes of the Canning Close Serve s.355 Committee's AGM 23 November 2017 (*Under Separate Cover*)

COMMITTEE REPORTS AND RECOMMENDATIONS

14.4 Wamboin Hall Management s.355 Committee Minutes (Ref: C1818781; Author: Tegart/Ferguson)

Report

The Wamboin Hall Management s.355 Committee has submitted for Council's information the minutes of its meeting held on 7 December 2017.

The Wamboin Hall Management s.355 Committee has responsibility for the care, control and management of the Wamboin Community Hall on Lot 1, DP787635, Parish of Wamboin (112 Bingley Way).

Attachments

Attachment 1	Wamboin Hall Management s.355 Committee minutes 7 December 2017 (Under Separate Cover)
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14.5 Queanbeyan-Palerang Sports Council - 5 February 2018 (Ref: C1820271; Author: Thompson/Penman)

Present:

- Cr Michele Biscotti – *Chair and Councillor*
- Cr Trevor Hicks - *Councillor*
- Cr Kenrick Winchester - *Councillor*
- Norm Aleksoski - *Queanbeyan City Football Club (QCFC)*
- Simon Booth - *Queanbeyan Junior Rugby Union Football Club (QJRUFCL)*
- Lynne McKenzie - *Queanbeyan Tigers Junior AFL Club (QTJAFLC)*
- Scott Taylor - *QTJAFLC*
- Jeremy Wyatt - *Queanbeyan Blues Senior Rugby League Football Club (QBSRLFC)*
- Vern Browne - *Queanbeyan Blues Junior Rugby League Football Club (QBJRLFC)*
- Joe Sheridan - *Queanbeyan Little Athletics Club (QLAC)*
- Joel Percy - *Googong Hogs AFL Club (GHAFLC)*
- Peter Solway - *Queanbeyan District Senior Cricket Club (QDSCC)*
- Peter English - *Bungendore Soccer Club (BSC)*
- Garry Cook - *Bungendore Rugby Union Football Club (BRUFCL)*
- Simon France - *Monaro Panthers Football Club (MPFC)*
- Tony Rayner - *Bungendore Tigers Rugby League Football Club (BTRLFC)*
- Jan Browne - *Queanbeyan Basketball Association (QBA)*

Also Present:

- Paul Spyve - *Queanbeyan Palerang Regional Council (QPRC)*
- Tim Geyer - *QPRC*
- Leigh Penman - *QPRC*

Apologies:

- Annette Thomas-Schumacher - *Jerrabomberra Touch Association (JTA)*
- Ken Gordon - *Bungendore Oztag (BOZTAG)*
- Phill Hawke - *Queanbeyan Senior Rugby Union Football Club (QSRUFCL)*
- Kelly Lolesio - *Queanbeyan Netball Association (QNA)*

The Committee Recommends:

1. 2018-21 Delivery Program

Mr Spyve explained the delivery program for 2018-21; commenting that the Sports Council meeting was a great way to catch up with the sporting community.

The Committee broke into smaller groups to determine priorities they would like to see in the delivery program. Each group then reported back to the Committee and Mr Spyve agreed to consolidate this feedback with responses from other community meetings.

14.5 Queanbeyan-Palerang Sports Council - 5 February 2018 (Ref: C1820271; Author: Thompson/Penman) (Continued)

2. Winter 2018 Sport Ground Allocations

Mr Penman distributed the training and playing grounds booking schedule from the 2017 winter season; requesting feedback from clubs for the 2018 season.

Mr English mentioned that Bungendore Soccer Club (BSC) will require a full-sized soccer field, as well as smaller fields at Warren Little Oval, for the 2018 winter season. To allow for this, the cricket pitch at Warren Little Oval will need to be covered for the winter season. In addition, the combination rugby/soccer posts that were at Mick Sherd Oval will need to be installed at Warren Little Oval, and the older rugby posts (replaced in 2016) should be reinstalled at Mick Sherd Oval.

All three Bungendore clubs present at the meeting agreed on the above.

3. Current and Planned Improvements to Sporting and Recreational Needs, Including Capital Works Programs, and Future Planning for Sportsgrounds and Facilities.

Mr Geyer advised that the projects QPRC are completing are part of the 2018-21 Delivery Program Mr Spyve had mentioned. Mr Penman detailed the projects for the 2018-19 financial year, and advised of the progress on each.

4. General Business

Mr France asked about the direction of the Committee and suggested it should take a more strategic direction. In response, Mr Geyer mentioned the terms of reference for the Sports Council and it was agreed that Mr Penman will send out the terms of reference to Committee members and make this an agenda item for the next meeting.

5. Next Meeting

Scheduled for 7 May 2018

The meeting closed at 7.20pm

Attachments

Nil

COMMITTEE REPORTS AND RECOMMENDATIONS

14.6 Braidwood Showground Reserve Trust s.355 Committee minutes (Ref: C1820338; Author: Tegart/Ferguson)

Report

The Braidwood Showground Reserve Trust s.355 Committee has submitted for Council's information the minutes of its meeting held on 23 November 2017.

Attachments

Attachment 1	Minutes of the Braidwood Showground Reserve Trust s.355 Committee meeting held on 23 November 2017 (<i>Under Separate Cover</i>)
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COMMITTEE REPORTS AND RECOMMENDATIONS

14.7 Bungendore War Memorial s.355 Committee minutes (Ref: C1820501; Author: Tegart/Ferguson)

Report

The Bungendore War Memorial s.355 Committee has submitted for Council's information the minutes of its Committee meetings held on 7 September and 2 November, and the informal notes taken at the meeting on 5 October 2017 at which a quorum was not present.

The Bungendore War Memorial s.355 Committee is responsible for the preservation of the Bungendore War Memorial and the organisation of ANZAC Day, Remembrance Day and other commemorations in Bungendore.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Minutes of the Bungendore War Memorial s.355 Committee meeting held on 7 September 2017 <i>(Under Separate Cover)</i> |
| Attachment 2 | Minutes of the Bungendore War Memorial s.355 Committee meeting held on 2 November 2017 <i>(Under Separate Cover)</i> |
| Attachment 3 | Informal notes taken at meeting of the Bungendore War Memorial s.355 Committee meeting on 5 October 2017 <i>(Under Separate Cover)</i> |

14.8 Local Traffic Committee Minutes - 6 February 2018 (Ref: C1821808; Author: Tegart/Stewart)

Present: Cr Mark Schweikert (QPRC Rep), Rodney Stewart (QPRC), Sam Morabito (NSW Police Rep) Amy Thomson (RMS Rep) Rowan Carter (NSW State Member Rep)

Also Present: Sophie Pidcock (QPRC Administration Officer)

Others Present:

Apologies: Nathan Cooke (QPRC), Joanne Wilson-Ridley (QPRC Road Safety Officer)

1. Confirmation of Report of previous meeting held on 16 August 2017

That the minutes from the meeting of the committee held on 5 December 2017 be confirmed.

Business arising from previous minutes:

- Resident Letter about parking in Wilson Street, Braidwood. Site inspection to still be organised, Council to follow up.
- LTC35/17 – Further consultation with Bungendore Public Schools P&C, Post Office and School of Arts. On hold until next meeting.
- LTC41/17 – Neighbourhood 2, Googong – review comments by LTC. No comment.
- Council to request Anzac Day organisers for early lodgement. Completed.

2. Correspondence

- Various correspondence regarding Anzac Day Events 2018.
- Email from Laura Baker – Speed Zone Review Hoskintown Rd and Trucking Yard Lane. RMS have no further information currently, will update Council once information is received.
- Correspondence to Googfest Organiser – additional comments. Possible debrief session with organiser to be held for April 3rd LTC Meeting.

3. Bass Street – No Stopping Signs

Council has received feedback from QCity Transit, the local bus operator, about difficulties their drivers are experiencing turning right into Bass Street (where their depot is located) from Wycombe Street.

14.8 Local Traffic Committee Minutes - 6 February 2018 (Ref: C1821808; Author: Tegart/Stewart) (Continued)

Council implemented changes to Bass Street in September 2016 to enhance safety for buses and other heavy vehicles using this street. Reports for these changes went to July 2016 and December 2016 L TC Meeting and involved centre-line-marking and parking restrictions, particularly restriction on the southern side of the street. Evaluation of the changes has noted excellent compliance particularly with the parking restrictions and feedback from local businesses, including QCity Transit is the changes have improved the useability and safety of the street.

QCity Transport reported in meetings in December 2017 that their drivers have been recently experiencing difficulties turning right into Bass Street from Wycombe Street due to parked vehicles on the northern side of Bass Street close to the intersection. A review of the signage noted that parking restrictions were not implemented for the intersection in the Sept 2016 changes. Inspections during December and January did note some parking around the intersection. It was also noted that other intersections in the industrial area (including Foster/Chapman Street) had intersections sign posted for parking restrictions. With new businesses operating in the vicinity, including a courier company, this section of the road has experienced increased parking. The road rules prohibit parking within 10m of an intersection but with no signs restricting parking at this point it can give the impression that parking is permitted, particularly where other sections of the same road have been restricted with signage.

As a result of reviewing the issue, a design has been created proposing to install two 'No Stopping' signs around the intersection of Wycombe Street and Bass Street. QCity Transit were supportive of the proposed design changes.

LTC 1/18 Under the Roads Act 2013 approve the installation of two 'No Stopping' signs as per the design for Bass Street/Wycombe Street intersection.

4. Denley Drive – Line Marking

Council received a request from local residents to consider additional line-marking on Denley Drive, as drivers were concerned about dangerous overtaking, particularly near Birchman Grove.

Council conducted a safety review of Denley Drive, including collecting traffic data, reviewing crash statistics, onsite inspections of current conditions and reviewing current line-marking and signage.

The LTC considered that the provision of line marking treatment needs to be carried out with a risk management perspective, noting that a high number of the roads in the area are similar with regard to sight distance.

LTC 2/18 LTC require further investigation for selective treatment for high risk areas that warrant it. Report to come back to LTC.

5. Gorman Drive – Bus Stop

From recent Council inspections of bus zones with QCity Transit, it was noted the parking sign at the Gorman Drive bus stop in Googong is incorrect. The sign, located in front of a designated bus zone, is a 'No Parking' sign. The bus stop is currently used to predominantly pick up and drop off students catching school buses into Queanbeyan. However, the bus stop is located in a school zone and the school is undergoing development this year that will see new building operating on Gorman Drive. Vehicle activity for the school was previously centred around the school car-park and Rosa

14.8 Local Traffic Committee Minutes - 6 February 2018 (Ref: C1821808; Author: Tegart/Stewart) (Continued)

Street but with a new school building opening this will see school related vehicle and bus activity expanding into Gorman Drive. The current 'No Parking' sign permits vehicles to use the area to drop off or pick up and this does create safety concerns for buses entering or exiting the nearby designated stop. It is proposed to replace the 'No Parking' sign with 'No Stopping' sign in accordance with the design.

Council has consulted with the school who are supportive of the change.

LTC reviewed the proposal and could not see issue with the 'no parking' signage in the present location and request clarification on safety concerns for the busses and why the sign is deemed 'incorrect'.

LTC 3/18 LTC require further information as to the safety concerns for the buses and why existing signage is deemed incorrect. Deferred for next meeting.

6. 'Baby Ben Clock Tower Opening' Wallace Street, Braidwood

Queanbeyan-Palerang Regional Council has received an event application from Palerang Financial Services Limited to hold an official opening event for "Baby Ben" a clock placed on the awning of Braidwood Community Bank that features mechanically operated figures of silhouettes. The event commences at 11.30am – 1.00pm on Friday 16th February 2018 and the site is 95 Wallace St, Braidwood (adjacent to the Braidwood Bakery).

Event organisers expecting up to 300 School Children and up to 200 Locals to attend the event (500 people in total). The Clock will be officially opened by Deputy Premier of NSW, Mr John Barilaro.

In relation to the event a road closure of the Kings Highway have been requested from 11:00am until 1:30pm due to the large numbers of people expected. The applicant has applied on-line for the required ROL from the RMS for the closure of the Kings Hwy.

LTC 4/18 Under the Roads Act 1993 approve the traffic control plan for the Baby Ben Clock Tower event from 11am to 1:30pm Friday 16 February 2018 subject to TCP amendment for provision of B Double stacking.

7. ANZAC Day Event – Bungendore

The Bungendore War Memorial S355 Committee proposes to host the annual ANZAC Day ceremonies for 2018.

Event organisers have advised that the 2018 planned activities are in keeping with tradition and will be similar to what has been conducted in previous years, including a Dawn Service and Main Service and March to be held Wednesday 25 April 2018.

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

14.8 Local Traffic Committee Minutes - 6 February 2018 (Ref: C1821808; Author: Tegart/Stewart) (Continued)

War Memorial for the Service. When the Service is completed the March returns to the starting point. Crowds gather at the memorial and onto the surrounding street. The Main Service commences at 10.40am and completed by 12.00pm

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

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

LTC 5/18 Under the Roads Act 1993 approve the traffic control plans for the Bungendore Anzac Day from 5:30am to 7:00am for Dawn Service and 10:00am to 12:30pm for main service Wednesday 25 April 2018.

8. ANZAC Day Event – Captains Flat

The Captains Flat S355 Committee proposes to host the annual ANZAC Day ceremonies for 2018.

Event organisers have advised that the 2018 planned activities are the same as what has been conducted in previous years, with road closures commencing at 9.30am and will involve a parade commencing at the corner of Foxlow Street and Braidwood Road, proceeding along Foxlow Street to the Cenotaph on the corner of Foxlow Street and Captain Flat Road, followed by a service at the Cenotaph.

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

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

LTC 6/18 Under the Roads Act 1993 approve the traffic control plan for the Captains Flat Anzac Day event from 9:30am to 12:15pm Wednesday 25 April 2018.

ANZAC Day Event – Jerrabomberra

A request has been received to stage the ANZAC Day Dawn Service at Jerrabomberra adjacent to the Jerrabomberra Hotel. The Dawn Service will require the part closure of the car park surrounding the western side of the hotel. The organisers have requested an extended closure of the car park to permit setup and pack down and create a safe designated area for the ANZAC Day activities. Closure is being requested from 10pm 24 April 2018 with pack down by 7.30am 26 April 2018.

LTC 7/18 Under the Roads Act 1993 approve the traffic control plan for the Jerrabomberra Anzac Day event from 10.00pm Tuesday 24 April to 7.30am Thursday 26 April 2018, pending confirmation of an acceptable insurance amount.

9. Hoskintown Roubaix – Road Race Event Application

QPRC has received an event application form Cycling ACT to hold a road race cycling event on Saturday 7th April 2018.

14.8 Local Traffic Committee Minutes - 6 February 2018 (Ref: C1821808; Author: Tegart/Stewart) (Continued)

The event is a club cycling race with an expected attendance of 50 – 100 participants. The event will be arranged in multiple grades and separate races held for subgroups with 8 to 30 per group. The event involves multiple laps of the circuit depending on the grade of subgroup, ranging from 2 to 4 laps. The event location is in the Hoskintown area, and the circuit is on Plains Road, Hoskintown Road and Briars Sharrow Road.

The event is proposed as a trial run for a larger event – the ‘National Capitol Tour’ which proposes to require road closures and to be held in October 2018.

A reduced speed limit to 60km/h over the entire course for the event has been requested with a setup time of 8.00am and pack down of 12.00pm. The Race event is proposed to commence at 9:00am and finish at approximately 11:30am.

It is noted that part of the proposed race course is on a approved B-Double Route with the condition of not travel time permitted 8:00am – 9:30am and 2:30pm – 4:00pm on school days.

LTC 8/18 Event application not approved. Changes to be made:

- **Organiser to demonstrate management of B Double Stacking from North/South.**
- **Notifications to properties along route to be sent out advising of restrictions to B-Doubles during event.**
- **TMP needs to be updated on how they will manage parking and people attending event.**
- **Parking needs to be off verge, suggested Council would be able to assist (refer them to Cr Schweikert)**
- **Event organiser to be encouraged to submit an updated application for LTC review at April 3rd LTC meeting for a possible 2nd June event.**

10. Queanbeyan Bus Interchange – Bus Stop Extension

QCity Transit has requested an extension to Bus Bay 4 at the Queanbeyan Bus Interchange to accommodate expanding services. Extra bus services to Googong have recently been approved by Transport for NSW and will commence from 1 March 2018. The new service departs Queanbeyan Interchange at 8.1 0am and at this time, QCity have noted there are no available spare bus bays. To accommodate the new service they have asked for an extension to Bus Bay 4.

Bus Bay 4 is located in the west section of the Interchange in the stretch of road exiting and entering the Interchange from Collett Street. Bay 4 is currently located 22 metres from the Interchange exit and there is room to extend the Bay. A design has been created for extending the Bus Bay by 15 metres to accommodate an extra bus. This change will require a modification to the Bus Interchange DA which Council is currently working on. The DA modification will involve community notification and consultation timeframes. The proposed extension does not impact the Pedestrian Safety Upgrades planned for the Bus Interchange (approved at April 2017 Meeting)

LTC 9/18 Under the Roads Act 1993 approve the extension to Bus Bay 4 be in accordance with the design.

14.8 Local Traffic Committee Minutes - 6 February 2018 (Ref: C1821808; Author: Tegart/Stewart) (Continued)

11. General Business

- Example 'No Car Sales' signs were discussed (a non-traffic related issue) to be erected Jerrabomberra round-a-bout and Bungendore Cemetery, to stop residents parking vehicles there. Those in attendance were supportive with no concerns raised.
- Local Traffic Committee Meeting to be held in Committee Room, Crawford Street from next meeting.

12. Next Meeting

12:00pm to 2:00pm, 3 April 2018

There being no further business, the meeting closed at 2.00pm

Recommendation

That Council:

- 1. Note the minutes of Local Traffic Committee Meeting held on 5 December 2017.**
- 2. Adopt recommendations LTC 1/18 to LTC 9/18 from the meeting held on 6 February 2018.**

LTC 1/18 Under the Roads Act 2013 approve the installation of two 'No Stopping' signs as per the design for Bass Street/Wycombe Street intersection.

LTC 2/18 LTC require further investigation for selective treatment for high risk areas that warrant it. Report to come back to LTC.

LTC 3/18 LTC require further information as to the safety concerns for the buses and why existing signage is deemed incorrect. Deferred for next meeting.

LTC 4/18 Under the Roads Act 1993 approve the traffic control plan for the Baby Ben Clock Tower event from 11am to 1:30pm Friday 16 February 2018 subject to TCP amendment for provision of B Double stacking.

LTC 5/18 Under the Roads Act 1993 approve the traffic control plans for the Bungendore Anzac Day from 5:30am to 7:00am for Dawn Service and 10:00am to 12:30pm for main service Wednesday 25 April 2018.

LTC 6/18 Under the Roads Act 1993 approve the traffic control plan for the Captains Flat Anzac Day event from 9:30am to 12:15pm Wednesday 25 April 2018.

LTC 7/18 Under the Roads Act 1993 approve the traffic control plan for the Jerrabomberra Anzac Day event from 10.00pm Tuesday 24 April to 7.30am Thursday 26 April 2018, pending confirmation of an acceptable insurance amount.

LTC 8/18 Event Application not approved. Changes to be made:

- **B Double Stacking from North/South.**
 - **Notifications to properties along route to be sent out.**
-

14.8 Local Traffic Committee Minutes - 6 February 2018 (Ref: C1821808; Author: Tegart/Stewart) (Continued)

- TMP needs to be updated on how they will manage parking and people attending event.
- Parking needs to be off verge, suggested Council would be able to assist (refer them to Mark)
- Further consideration to be made at April 3rd LTC meeting for a 2nd June event.

LTC 9/18 Under the Roads Act 1993 approve the extension to Bus Bay 4 in accordance with the design.

Attachments

Nil

14.9 Audit, Risk and Improvement Committee Meeting of 5 December 2017 (Ref: C1813145; Author: Warne/Bozzato)

Summary

This report informs Council on the outcomes of the Audit, Risk and Improvement Committee meeting of 5 December 2017, and provides Council with the Committee's annual report for the 2016-17 financial year.

Background

The seventh meeting of the Audit, Risk and Improvement Committee was held on 5 December 2017, at which papers were considered dealing with:

- preparation and audit of Council's annual financial statements for 2016-17
- internal audit activity, including the report on implementation of activities detailed in Council's Transition Plan
- progress in the implementation of audit recommendations
- an update on Council's major projects along with a proposed project assurance framework
- governance of committees established under s.355 of the Local Government Act 1993
- current efforts to certify operation of Council's Work Health and Safety and Environmental Management Systems
- recent activity in relation to Council's workplace culture program.

Minutes for the meeting are included as Attachment 1.

The Committee's annual report provides Council with a summary of its activities for the year, planned focus areas for 2017-18, and member's contributions to Council through participation in other panels and committees.

The report was considered at the committee meeting of 12 October 2017 and finalised out of session. The report is included as Attachment 2.

Implications

Legal

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

16.1 Responses to Councillors' Questions (Ref: C1819437); Author: Ferguson/Ison
Report

This report provides responses to Councillors' questions taken at Council meetings and subsequently.

Where a response has been given by staff in a meeting at the time the question was asked, the response will be recorded in the minutes.

As discussed at the Council meeting on 24 January 2018, those questions from Councillors that are classified as service requests will be dealt with through Council's Customer Action Request System (CARS) rather than included in the Councillors' Questions table.

The questions are deleted from the rolling table once they have been answered in full and reported to Council.

Any responses that contain personal or other identifying information of any kind will be circulated separately in the confidential attachments.

Recommendation

That the report be received for information.

Attachments

Attachment 1	Responses to Councillors' Questions (<i>Under Separate Cover</i>)
Attachment 2	Question 61 - Googong Road and Old Cooma Road Intersection (<i>Under Separate Cover</i>)
Attachment 3	Responses to Councillors' Questions - with CIC (<i>Under Separate Cover</i>) - CONFIDENTIAL
Attachment 4	Question 14 - Update on Compliance Matters (<i>Under Separate Cover</i>) - CONFIDENTIAL

19 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in Confidential Session. The reports are incorporated in the “confidential” business paper which has been circulated to Councillors.

The Local Government Act, 1993 requires the General Manager to identify those matters listed on the business paper which may be categorised as confidential in terms of Section 10A of the Local Government Act, 1993.

Recommendation

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

Item 20.1 Quarterly Legal Update - February 2018

"Item 20.1 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.