



Ordinary Meeting of Council

AGENDA

22 April 2020

Commencing at 5.30pm

Queanbeyan Council Chambers

On-site Inspections - Nil

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1 OPENING

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3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 25 March 2020

4.2 Minutes of the Planning and Strategy Committee of the Whole held on 8 April 2020

5 DISCLOSURES OF INTERESTS

6 ADJOURNMENT FOR PUBLIC FORUM

7 MAYORAL MINUTE

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Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

- 16.1 Writing Off Water Usage Account due to Undetectable Leak
Item 16.1 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
- 16.2 Sewerage Discharge Calculation - User Charge
Item 16.2 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS –

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

Open Attachments

- Item 9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek
Attachment 1 4.15 Assessment Report (Under Separate Cover)
Attachment 2 Architectural Plans (Under Separate Cover)
Attachment 3 Clause 4.6 Variaton Request (Under Separate Cover)
Attachment 4 Submissions (Under Separate Cover)
Attachment 5 Amended Site Plan (Under Separate Cover)
- Item 9.2 Draft Local Strategic Planning Statement - 'Towards 2040'
Attachment 1 Draft Strategic Planning Statement - circulated to Councillors. (Under Separate Cover)

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- Item 9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition
Attachment 1 16 Agnes Ave Park Concept Sketches (Under Separate Cover)
Attachment 2 16 Agnes Avenue Community Consultation Report (Under Separate Cover)
Attachment 3 16 Agnes Avenue Architect Report and Final Sketches (Under Separate Cover)
- Item 9.4 Draft Sustainable Events Management Policy
Attachment 1 Draft Sustainable Events Management Policy (Under Separate Cover)
Attachment 2 Draft QPRC Sustainable Events Management Checklist (Under Separate Cover)
Attachment 3 Draft QPRC Sustainable Events Management Guide. (Under Separate Cover)
- Item 9.5 Foxlow Bridge
Attachment 1 Foxlow Bridge Strategic Options Report (Under Separate Cover)
- Item 9.6 Palerang Community Development Servicing Plans for Water Supply and Sewerage
Attachment 1 Draft Palerang Community Development Servicing Plan for Sewerage (Under Separate Cover)
Attachment 2 Draft Palerang Community Development Servicing Plan for Water Supply (Under Separate Cover)
- Item 9.9 Abbeyfield Project Bungendore
Attachment 1 Concepts - Abbeyfield Bungendore (Under Separate Cover)
- Item 9.10 Draft Revenue Policy 2020-2021
Attachment 1 Draft 2020-2021 Revenue Policy (Under Separate Cover)
Attachment 2 Rates Harmonisation Community Consultation Report (Under Separate Cover)
Attachment 3 Separate submission to rates harmonisation community engagement (Under Separate Cover)
- Item 9.11 Financial Assistance Policy - Drought, Bushfire, COVID-19
Attachment 1 Draft Financial Assistance Policy, Drought, Bushfire, COVID-19 (Under Separate Cover)
- Item 9.12 Investment Report - March 2020
Attachment 1 March 2020 - Investment Report Pack (Under Separate Cover)
Attachment 2 TCorp Market Update 9 April 2020 (Under Separate Cover)
- Item 9.13 Draft Operational Plan and Fees and Charges 2020-21
Attachment 1 Draft Fees and Charges 2020-21 (Under Separate Cover)
Attachment 2 Draft Operational Plan 2020-21 (Under Separate Cover)
- Item 9.14 Queanbeyan CBD - Monaro Street Project
Attachment 1 Monaro Street - Concept (Under Separate Cover)
Attachment 2 Preliminary Estimate (Under Separate Cover)
- Item 10.3 Resolution Action Sheet
Attachment 1 Resolution Action Sheet (Under Separate Cover)
- Item 13.1 Delegates Report
Attachment 1 07 DGM January 2020 Newsletter (Under Separate Cover)

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Item 14.1 Responses to Councillors' Questions

Attachment 1 Responses to Councillors' Questions (Under Separate Cover)

Closed Attachments

Item 9.7 Tender Recommendation for Bungendore Flood Risk Management Implementation Measure 1 - Contract 2020-19

Attachment 1 Tender Evaluation Report (Under Separate Cover)

Item 14.1 Responses to Councillors' Questions

Attachment 2 Responses to Councillors' Questions with Confidential Information (Under Separate Cover)



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Bungendore Council Chambers on Wednesday, 25 March 2020 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Overall (Chair), Crs Biscotti, Brown, Harrison, Hicks, Marshall, Noveska, Schweikert, Taylor and Winchester (from 5.32pm).

Staff: M Thompson, A/CEO/General Manager; P Hansen, Portfolio General Manager Community Connections; J Richards, Portfolio General Manager Community Choice and A Knight, Portfolio General Manager Organisational Capability.

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

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the traditional custodians of the land upon which the meeting was held.

3. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

074/20

RESOLVED (Taylor/Marshall)

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

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 26 February 2020

075/20

RESOLVED (Taylor/Schweikert)

That the Minutes of the Ordinary Meeting of Council held in the Bungendore Council Chambers on Wednesday 26 February 2020 be confirmed.

The resolution was carried unanimously.

Cr Winchester joined the meeting at 5.32pm.

4.2 Minutes of the Planning and Strategy Committee of the Whole held on 11 March 2020

076/20

RESOLVED (Taylor/Schweikert)

That the Minutes of the Planning and Strategy Committee of the Whole held in the Queanbeyan Council Chambers on Wednesday 11 March 2020 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

077/20

RESOLVED (Taylor/Hicks)

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.

6. ADJOURNMENT FOR PUBLIC FORUM

At this stage of the proceedings, the time being 5.33pm, Cr Overall advised that the meeting should now adjourn for the Public Forum.

078/20

RESOLVED (Overall/Taylor)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.33pm and resumed at 5.38pm.

079/20

Procedural Motion

RESOLVED (Marshall/Winchester)

That Council defer to the April meeting of the Planning and Strategy Committee, and delegate authority to that Committee for decisions on such items, all items other than:

- Item 7.1 - Mayoral Minute: Coronavirus - Closure of Non Essential Facilities and Restriction of Services
- Item 9.5 - Tender Recommendation for Queanbeyan Bicentennial Hall Upgrade Building and Mechanical Works - Contract 2020-03
- Item 9.14 - NSW Independent Bushfire Enquiry submission to the Bushfire Royal Commission
- Item 10.4 - COVID-19 Summary
- Item 11.1 - Local Traffic Committee 4 February 2020

For: Crs Brown, Marshall, Noveska, Overall and Winchester

Against: Crs Biscotti, Harrison, Hicks, Schweikert and Taylor

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

7. MAYORAL MINUTE

7.1 Coronavirus - Closure of Non Essential Facilities and Restriction of Services

080/20

RESOLVED (From the Chair)

That Council:

1. Note the Mayoral Minute on Coronavirus.
2. Endorse the closure of facilities, modified services and changes to public engagement as recommended in the report.
3. Urgently liaise with BlazeAid to determine if there is a method of operation which would allow BlazeAid and Council to continue BlazeAid operations at Braidwood Showground and the Nerriga recreation ground, which complies with the COVID-19 pandemic government guidelines.
4. Implement interactive web and online video engagement tools.
5. Note authority delegated to the Mayor and CEO in accord with s226(d) and s377(1) of the *Local Government Act 1993* to exercise executive and emergency functions between meetings, including the policy-making functions of the governing body of the Council.
6. Receive a further report on potential rebates and refunds for lessees of Council properties affected by Government orders related to COVID-19, and hirers of facilities managed by Council or s355 Committees.

7. Should the measures referred to in the report remain in existence in September 2020, a further report be brought to Council.
8. Notwithstanding point 2, authorise the CEO to allow for a facility to remain available to users pending a further report to Council.
9. Receive a report on the Financial Hardship Policy in relation to the COVID-19.

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

8. NOTICES OF MOTION OF RESCISSION

There were no Notices of Motion of Rescission.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 DA.2018.239 - Erection of Dual Occupancy - Variation to Height Limit - 7A Park Lane and 62 Elrington Street, Braidwood

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.2 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.3 Outcomes of Public Exhibition of Sutton Planning Proposal - Lot 3 DP 1074706, 202 Goolabri Drive, Sutton

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.4 Developer Contributions - Residential Accommodation Destroyed by Bushfire or Other Natural Disasters

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

081/20

9.5 Tender Recommendation for Queanbeyan Bicentennial Hall Upgrade Building and Mechanical Works - Contract 2020-03
RESOLVED (Schweikert/Taylor)

That Council:

1. Award the tender for Contract 2020-03 for the Queanbeyan Bicentennial Hall Upgrade Building and Mechanical Works to IQon Pty Ltd, including optional additional items A,B,C, E, I, K and M, as recommended in the Tender Evaluation Report
2. Approve the revised overall project budget of \$3,259,000.00 (ex GST).

The resolution was carried unanimously.

9.6 Delegation to accept detail design tenders for Queanbeyan Civic & Cultural Precinct

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.7 Cultural Arts Assistance Scheme Application - Karabar High School Art Exhibition

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.8 Cultural Arts Assistance Scheme Application - Immune Deficiencies Foundation Australia (IDFA)

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.9 Cultural Arts Assistance Scheme Application - Araluen Bushfire Benefit Concert

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.10 Cultural Arts Assistance Scheme Application - Molonglo Conservation Group Art Exhibition

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.11 Investment Report - February 2020

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.12 Draft Probity Policy

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.13 Updating and Harmonisation of Council Policies

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

9.14 NSW Independent Bushfire Inquiry

082/20

RESOLVED (Biscotti/Taylor)

That Council endorse the draft submission to the NSW Government's Bushfire Inquiry for submission online by 27 March 2020 with the following additions:

- A review of grazing rights in State and National Parks as a way of reducing overall fuel loads and how that would benefit farmers in drought considerations.
- Review of State and National Parks firewood collection as a means to reducing overall fuel loads.

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

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Update on Development Applications Under Consideration by Southern Regional Planning Panel

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

10.2 Proposed Memorial Park - Old Cooma Road, Googong

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

10.3 Maintenance Grading and Gravel Resheeting Update

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

10.4 COVID-19 Summary

083/20

RESOLVED (Marshall/Noveska)

That the report be received for information.

The resolution was carried unanimously.

10.5 Local Government General Election 2020

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

10.6 Status of Major Projects - Stronger Communities Fund

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

11. REPORTS OF COMMITTEES

11.1 Local Traffic Committee 4 February 2020

084/20

RESOLVED (Schweikert/Marshall)

That Council:

1. Note the minutes of Local Traffic Committee Meeting on 4 February 2020.
2. Adopt recommendations LTC 1/2020 to LTC 11/2020 from the meeting held on 4th February 2020.

LTC 1/20 Approve the Traffic Control Plan for the Braidwood Redbacks Rugby 7's event on Saturday 8th February 2020.

LTC 2/2020 Under the Roads Act 1993, subject to the amendments detailed by the committee, approve the traffic control plans for the Bungendore ANZAC Day events from 5:30am to 7:00am for Dawn Service and 9.30am to 12:30pm for main service on 25 April 2020.

LTC 3/2020 Under the Roads Act 1993 Pending that signing of related event documents, approve the traffic control plan for the Braidwood ANZAC Day events 5.30am to 7.30am for Dawn Service and 10am to 12.30pm for Main March, 25 April 2020.

LTC 4/2020 Under the Roads Act 1993 approve the traffic control plan for the Captains Flat ANZAC Day event from 9:30am to 12:15pm 25 April 2020.

LTC 5/2020 Under the Roads Act 1993 approve the traffic control plan for the Jerrabomberra ANZAC Day event from 5am to 9am on 25th April 2020.

LTC 06/2020 Under the Roads Act 1993, approve the traffic control plans as amended for the Queanbeyan ANZAC Day events from 5.00am to 6.00am for Dawn Service and 9:00am to 11:30am for main service on 25th April 2020.

LTC 07/2020 Pending amendment to the ROL Under the Roads Act 1993 approve the Traffic Control Plan and road closures for the Reconciliation Walk in Queanbeyan on Tuesday 2 June 2020 from 10am to 11.30am.

LTC 08/2020 Under the Roads Act 1993 approve the TCP with road closures for the Googfest 2020 Event, subject to the following conditions:

- TCPs and contingency plans are strictly followed at all times
- Additional VMS is placed on Old Cooma Road for additional advanced notice to guide non-local event attendees to the event off-street parking site

- The end of queue is monitored and advanced warning be implemented if required
- The event be cancelled if a significant rain event makes the off-street parking area unsuitable for use
- Traffic Lights at the intersections of Googong Road and Wellsvale Drive are set to flashing amber and the flow of traffic is suitably managed by authorised traffic controllers with clear lines of communication established
- Public Transport plans (use of Bus Services) to minimise use of cars to and from the event site are implemented, with contingency plans for additional services if capacity is exceeded at any time. The TCP is to be amended to allow for a bus zone and associated risks are addressed
- In the event of an incident at either intersection off Old Cooma Road, that contingency plans are implemented to suitably divert traffic
- The organiser is to amend the TCP as required to suit the actual road conditions on the day of the event.

LTC 9/2020 Under the Road Transport Act approve the line marking changes on Googong Dam Road as per the design.

LTC 10/2020 Under the Road Transport Act approve the design for Lowe Street, Queanbeyan.

LTC 11/2020 Under the Road Transport Act approve the installation of 'No Stopping' signage as per the design for Crawford Street, Queanbeyan.

The resolution was carried unanimously.

11.2 Wamboin Hall Management s.355 Committee Minutes

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

12. NOTICES OF MOTION

There were no Notices of Motion.

13. REPORTS TO COUNCIL - DELEGATES REPORTS

13.1 Delegates Report

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

14. QUESTIONS WITH NOTICE

14.1 Responses to Councillors' Questions

This item of business was deferred to the Planning and Strategy meeting to be held on 8 April 2020.

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

There were no matters.

17. CONCLUSION OF THE MEETING

The time being 6.18pm, Cr Overall announced that the agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**



PLANNING AND STRATEGY COMMITTEE OF THE WHOLE MEETING

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

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

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

MINUTES OF THE PLANNING AND STRATEGY COMMITTEE OF THE WHOLE OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 8 April 2020 commencing at 5.30pm.

ATTENDANCE

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

Staff: P Tegart, CEO/General Manager; M Thompson, Portfolio General Manager Natural and Built Character; P Hansen, Portfolio General Manager Community Connections; J Richards, Portfolio General Manager Community Choice and A Knight, Portfolio General Manager Organisational Capability.

Also Present: L Ison (Minute Secretary).

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the traditional custodians of the land upon which the meeting was held.

3. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

There were no apologies. It was noted that Cr Brown was attempting to join the meeting via audio-visual link and may be a late attendee.

4. DISCLOSURES OF INTEREST

PLA027/20

RESOLVED (Taylor/Schweikert)

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.

5. ADJOURNMENT FOR PUBLIC FORUM

Due to COVID-19, there was no Public Forum, but it was noted that the following on-line submissions had been received:

Name	Item no	Item description	For/Against/Neutral
Mrs Val Johanson	6.1	Notice of Motion of Rescission	For
Mrs Val Johanson	10.1	Notice of Motion: Further Consideration of Planning Proposal Request - Lot 16 DP 849996, Williamsdale Road, Williamsdale	Against
Mrs Kylie Coe	6.1	Notice of Motion of Rescission	For

6. NOTICES OF MOTION OF RESCISSION

6.1 Notice of Motion of Rescission

MOVED (Taylor/Schweikert)

That Council rescind resolution number PLA021/20 of the Planning and Strategy Committee held on 11 March 2020.

The motion was PUT and LOST.

For: Crs Biscotti, Schweikert, Taylor and Winchester

Against: Crs Bray, Harrison, Hicks, Marshall, Noveska and Overall

7. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

7.1 DA.2018.239 - Erection of Dual Occupancy - Variation to Height Limit - 7A Park Lane and 62 Elrington Street, Braidwood

PLA028/20

RESOLVED (Hicks/Schweikert)

That:

1. In respect of DA.2018.239, approval be granted to a variation to Clause 4.3- Building Height of Palerang Local Environmental Plan 2014 to allow a height encroachment of 0.3m over the 6.5m height limit for the following reasons:
 - (a) The proposal is consistent with the objectives of the Palerang Local Environmental Plan 2014- R2- Low Density Zone.
 - (b) The proposal is consistent with the Palerang Local Environmental Plan 2014 objectives of c4.3 - Building height maximum.
 - (c) The Proposed Dual Occupancy is consistent with the controls of the Braidwood Development Control Plan 2006, specifically Precinct 2.
 - (d) The variation presents no adverse impacts on the heritage Item, character of the site and/or the Braidwood area.
 - (e) The variation has no foreseen impacts on views of surrounding lots.
2. Development application DA.2018.239 for a dual occupancy, alterations and additions to an existing dwelling (Hawthorn Hollow) and subdivision on Lot 1 DP 255840, Lot 1 DP 194296 & Lot 6 DP 1114480, 7A Park Lane and 62 Elrington Street, Braidwood, be granted conditional approval.

The resolution was carried unanimously.

7.2 Outcomes of Public Exhibition of Sutton Planning Proposal - Lot 3 DP 1074706, 202 Goolabri Drive, Sutton

PLA029/20

RESOLVED (Schweikert/Hicks)

That:

1. Council progress the planning proposal for Lot 3 DP 1074706, Goolabri Drive, Sutton by negotiating a solution with the property owner to identify and protect the vegetated areas included in the conservation areas identified by the Department of Planning, Industry and Environment – Biodiversity and Conservation.
2. Where the planning proposal for Lot 3 DP 1074706, Goolabri Drive, Sutton requires significant amendment as a result of the negotiated solution in recommendation 1 above, then a report be prepared for Council, prior to further progressing the planning proposal.

The resolution was carried unanimously.

- 7.3 **Amendment to Development Control Plans Following Adoption of Community Engagement and Participation Plan**
- PLA030/20 **RESOLVED (Harrison/Schweikert)**
- That Council adopt the amendments to the Queanbeyan Development Control Plan 2012 and the Palerang Development Control Plan 2015.
- The resolution was carried unanimously.
- 7.4 **Googong Urban Development Local Planning Agreement - Second Deed of Variation**
- PLA031/20 **RESOLVED (Taylor/Schweikert)**
- That Council:
1. Agree to vary the Googong Urban Development Local Planning Agreement as identified in Attachments 1 and 2 to this report.
 2. Authorise the Mayor and Chief Executive Officer to execute the Second Deed of Variation to the Googong Urban Development Local Planning Agreement.
 3. Authorise the Mayor and Chief Executive Officer to execute the Googong Urban Development Local Planning Agreement with the proposed changes as outlined in 1 above.
- The resolution was carried unanimously.
- 7.5 **Draft Local Strategic Planning Statement - 'Towards 2040'**
- PLA032/20 **RESOLVED (Taylor/Schweikert)**
- That Item 7.5 'Draft Local Strategic Planning Statement – Towards 2040' be deferred to the April Ordinary meeting.
- The resolution was carried unanimously.

7.6 Developer Contributions - Residential Accommodation Destroyed by Bushfire or Other Natural Disasters

PLA033/20

RESOLVED (Biscotti/Schweikert)

That:

1. Council not charge developer contributions (either section 7.11 or 7.12 contributions under the *Environmental Planning and Assessment Act 1979* or section 64 contributions under the *Local Government Act 1993*) for the reconstruction of residential accommodation destroyed by bushfire or other natural disaster where that dwelling:
 - a. Has a lawful consent or was lawfully constructed; and
 - b. Does not involve the creation of an additional developable lot or an additional dwelling.
2. This approach be incorporated into Council's Section 7.11 Plans, Local Infrastructure Contribution Plans and Section 64 Plans as they are reviewed.

The resolution was carried unanimously.

7.7 Queanbeyan Civic and Cultural Precinct - Tender for Multi Discipline Engineering Design Services

PLA034/20

RESOLVED (Schweikert/Taylor)

That Council accept the tender from Norman Disney & Young for the provision of Multi Discipline Engineering design services for the Queanbeyan Civic and Cultural Precinct following the recommendations of the Tender Evaluation Report for Contract 2020-14.

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

Against: Cr Marshall

7.8 Queanbeyan Civic and Cultural Precinct - Tender for Architectural and Interior Design Services

PLA035/20

RESOLVED (Schweikert/Taylor)

That Council accept the tender from Cox Architecture Pty Ltd for the provision of Architectural and Interior Design Services for the Queanbeyan Civic and Cultural Precinct following the recommendations of the Tender Evaluation Report for Contract 2020-12.

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

Against: Cr Marshall

7.9 Queanbeyan Civic and Cultural Precinct - Tender for Civil and Structural Engineering Design Services

PLA036/20

RESOLVED (Schweikert/Taylor)

That Council accept the tender from Indesco Pty Ltd for the provision of Civil and Structural Engineering design services for the Queanbeyan Civic and Cultural Precinct following the recommendations of the Tender Evaluation Report for Contract 2020-13.

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

**7.10 Queanbeyan Riverside Tourist Park
Procedural Motion**

PLA037/20

RESOLVED (Harrison/Schweikert)

That Item 7.10 - Queanbeyan Riverside Tourist Park, be deferred to the end of the Agenda and in Closed Session 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.

The resolution was carried unanimously.

7.11 Draft Probity Policy

PLA038/20

RESOLVED (Schweikert/Taylor)

That Council endorse the draft Probity Policy and place it on public exhibition for 28 days to seek community comment prior to reporting back for consideration of submissions and its final adoption.

The resolution was carried unanimously.

7.12 Updating and Harmonisation of Council Policies

PLA039/20

RESOLVED (Harrison/Hicks)

That Council:

1. Place the following policies on public exhibition and report back for adoption consisting of:
 - Draft Records Policy
 - Draft Unsolicited Proposals Policy
 - Draft Public Art Policy
2. Agree to amend the Sewer Connections – Limit of Council Responsibility Policy to clarify property-owner responsibilities in respect of sewer connections as amended.

The resolution was carried unanimously.

7.13 COVID-19 - Financial Impacts

PLA040/20

RESOLVED (Overall/Winchester)

That:

- A. Council agree to the following measures to assist residents, business and community organisations during the COVID-19 crisis, and the financial sustainability of local government:
1. Extend the modified approach to apply for hardship relief to residential and business ratepayers suffering under the COVID-19 pandemic.
 2. Promote the options for deferred and extended rate payments and waiver of interest charges, under approved payment plans.
 3. Extend the maximum period of those payment plans to two years.
 4. Waive or defer rents for commercial operators leasing Council property who can demonstrate financial distress due to the coronavirus, in line with Commonwealth/State Government codes and delegate to the CEO to action accordingly.
 5. Increase the budget allocation for Donations under categories C (rates and charges) and D (rental rebate), to consider further requests for relief from rent and rate charges from eligible groups and organisations, noting recipients of donations under Category A (general assistance) and B (facility hire/lease) that are now the subject of event cancellations or facility closures, may retain those donations for use next financial year.
 6. Continue to waive footpath hire and related fees for business.
 7. Continue to provide and subsidise Council-initiated online training, marketing and other support programs to local business.
 8. Offer subsidised private works, within the programmed works capacity of Council, under terms of the Act.
 9. Defer direct tourism and other marketing until Government orders are lifted and residents and business can travel interstate.
 10. Offer deferred developer contributions for developments related to business in the COVID-19 recovery period.
 11. Defer the proposed Bungendore and Braidwood stormwater levy and associated works by one year.
 12. Work with local service providers for a coordinated COVID-19/Bushfire neighbourhood program in support of vulnerable members of the community to assist drop offs, call ins and the like.

- B. Council agree to join with the Local Government sector in advocacy measures outlined in the report, including those measures advocated to all councils by LGNSW in i. - iv. below, to assist funding of local government and economic stimulus.
- i. Commends the NSW and Federal Governments on their stewardship during this crisis and commits to working in partnership to protect community health and sustain local economies through this crisis.
 - ii. Calls on the Federal Government and NSW Government to urgently deliver comprehensive and multifaceted financial support and stimulus packages to local government to enable them to continue to operate effectively and provide essential services during the COVID-19 pandemic.
 - iii. Calls for the packages to include the following measures:
 - Increasing Financial Assistance Grants payments to 1% of total Commonwealth tax revenues to help councils maintain essential functions and services, acknowledging the increased costs and mounting revenue losses arising from COVID-19 (and drought and bushfire where affected) as well as giving councils capacity to provide hardship assistance to businesses and residents.
 - Immediate financial assistance to support Council employees, especially in early education and care.
 - Providing stimulus funding to councils for projects that will help sustain council operations and boost local economies. This could be achieved through increasing or bringing forward funding under existing funding programs or introducing new programs.
 - Increased access to TAFE, VET and other apprenticeship opportunities that council staff can undertake to address skill shortages, especially for staff in non-essential services who are unable to be redeployed.
 - iv. Write to the local Federal and State Members, the Prime Minister, and the NSW Premier to confirm their support for increased financial assistance and stimulus funding for local government to help councils maintain essential services and employment during the COVID-19 pandemic.
- C. Council not apply any forthcoming annual increase in Councillor and Mayor fees, as may be determined by the Local Government Remuneration Tribunal, for an initial period of six months.
- D. Council arrange appropriate communications for COVID-19 assistance and advocacy.
- E. A report on the effectiveness of these measures be presented to Councillors every two months or as required.
- F. All measures be reviewed in six months for potential re-endorsement.
- For: Crs Biscotti, Bray, Hicks, Marshall, Noveska, Overall, Schweikert, Taylor and Winchester
- Against: Cr Harrison

7.14 Investment Report - February 2020

PLA041/20

RESOLVED (Bray/Hicks)

That Council:

1. Note the investment return for February 2020 was -\$458,919.
2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Queanbeyan-Palerang Regional Council's Investment Policy.
3. Receive the Investment Report for the month of February 2020.

The resolution was carried unanimously.

8. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

8.1 Update on Development Applications Under Consideration by Southern Regional Planning Panel

PLA042/20

RESOLVED (Harrison/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

8.2 NSW Planning Portal - Online Lodgements

PLA043/20

RESOLVED (Hicks/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

8.3 Proposed Memorial Park - Old Cooma Road, Googong

PLA044/20

RESOLVED (Taylor/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

8.4 Maintenance Grading and Gravel Resheeting Update

PLA045/20

RESOLVED (Schweikert/Harrison)

That the report be received for information.

The resolution was carried unanimously.

8.5 Local Government General Election Postponement

PLA046/20

RESOLVED (Taylor/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

- PLA047/20 **8.6 Status of Major Projects - Stronger Communities Fund**
RESOLVED (Taylor/Hicks)

That the report be received for information.

The resolution was carried unanimously.

- PLA048/20 **8.7 Delegates Report**
RESOLVED (Schweikert/Taylor)

That the report be received for information.

The resolution was carried unanimously.

9. REPORTS OF COMMITTEES

- PLA049/20 **9.1 Wamboin Hall Management s.355 Committee Minutes**
RESOLVED (Harrison/Hicks)

That Council note the minutes of Wamboin Hall Management s.355 Committee's meeting held on 27 February 2020.

The resolution was carried unanimously.

10. NOTICE OF MOTIONS

- 10.1 Notice of Motion: Further Consideration of Planning Proposal Request - Lot 16 DP 849996, Williamsdale Road, Williamsdale**

As Item 6.1 - Notice of Motion of Rescission, was LOST, this item lapsed.

11. QUESTIONS WITH NOTICE

- PLA050/20 **11.1 Responses to Councillors' Questions**
RESOLVED (Taylor/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

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

As resolved previously, Item 7.10 Queanbeyan Riverside Tourist Park, be dealt with in Closed Session 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.

PLA051/20

RESOLVED (Overall/Taylor)

That Council move into Closed Session.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 7.05pm to discuss the matter listed above.

7.10 Queanbeyan Riverside Tourist Park

PLA052/20

RESOLVED (Overall/Biscotti)

That Council agree to the outstanding terms of the lease of the Queanbeyan Riverside Tourist Park as proposed in Attachment 1, but with the Lease Term being five (5) years, plus five (5) years right of refusal, subject to satisfactory performance and criteria being included in the lease agreement.

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

Against: Crs Harrison, Schweikert and Taylor

PLA053/20

RESOLVED (Overall/Taylor)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.21pm.

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

It was noted that Cr Brown was absent from the meeting as he was unable to join via audio-visual link.

13. CONCLUSION OF THE MEETING

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

**CR TIM OVERALL
MAYOR
CHAIRPERSON**

ITEM 5 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.

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins)

File Reference: DA.2018.224

Summary

Reason for Referral to Council

This application has been referred to Council because a variation of development standards is sought under the provisions of Clause 4.6 of the Palerang Local Environment Plan (PLEP).

Proposal:	Dual Occupancy
Applicant/Owner:	Coe Planning Services/Sophie A Lee
Subject Property:	Lot 245 DP 755934, No.11 Wilson Street, Majors Creek
Zoning and Permissibility:	RU1 Primary Production Zone under Palerang Local Environmental Plan 2014
Public Submissions:	Two (2)
Issues Discussed:	<ul style="list-style-type: none">• Planning Requirements• Clause 4.6 Variation request
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

Recommendation

That:

1. Development application DA.2018.224 for the construction of a single dwelling on Lot 245 DP DP755934, 11 Wilson Street, Majors Creek be refused for the following reasons.

Reasons for Refusal:

- (a) The proposed development fails to satisfy the provisions of Clause 4.2A – Erection of dwelling houses on land in certain rural, residential and environment protection zones of the *Palerang Local Environmental Plan 2014*;
 - (b) While the subject application was accompanied by a request to vary a development standard prepared in accordance Clause 4.6 of the *Palerang Local Environmental Plan 2014*, this request fails to adequately demonstrate that compliance with the development standard is unreasonable or unnecessary and that there are sufficient environmental planning ground to justify contravening the development standard;
 - (c) The proposed development fails to satisfy the minimum lot size provisions of Clause 4.2A of the *Palerang Local Environmental Plan 2014* and as such the proposed development is considered to be contrary to the public interest.
2. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.
 3. The Department of Planning, Industry and Environment be forwarded a copy of Council's Notice of Determination.
-

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)

Background***Previous Consideration by Council***

This application was previously considered by Council at its meeting of 25 March 2020. Council deferred consideration of the matter at the request of the applicant. As such the matter is resubmitted to Council for consideration.

Proposed Development

The subject application originally sought consent for the erection of a detached dual occupancy comprised of two (2) x one (1) bedroom dwellings each with a detached double carport. The application includes a variation under Clause 4.6 of the Palerang Local Environmental Plan 2014 to allow for an 82.5% (32.7ha) variation to the 40ha minimum lot size applicable to the site for the erection of dwelling houses.

While the subject application was lodged and assessed for the purposes of a detached dual occupancy as indicated above, the applicant submitted correspondence on 17 March 2020 requesting that the application be amended to be only for the purposes of a single dwelling by way of deleting proposed dwelling 1 (See attachment 5 for an amended site plan). The applicant notes that this amendment is intended to achieve greater consistency with Council's strategic vision to restrict dual occupancies in rural areas as demonstrated in the draft comprehensive Local Environmental Plan. It is noted that the proposed amendment does not change the staff recommendation as the underlying issue remains that the subject site does not satisfy the minimum lot size requirements for the construction of a dwelling house under the *Palerang Local Environmental Plan 2014*.

Subject Property

The proposed development is located on Lot 245 DP 755934. This lot forms part of a larger property which is made up of several lots having a total area of 23.1ha and is commonly known as 11-13 Wilson Street, Majors Creek (see Figure 1 below).

The site on which the development is proposed to take place is on Lot 245 only in the north of the property. The site straddles Burke Street and has an area of 7.3ha (see Figure 2 below).

The subject site is located on the zone interface between the RU5 Village zone and RU1 Primary Production zone under the *Palerang Local Environmental Plan 2014* (see Figure 3 below).

While Lot 245 is currently vacant and has historically been used for grazing purposes, the property as a whole contains an existing detached dual occupancy and associated out buildings which are located on Lot 35 DP1068578 in the southern portion of the property. Vehicular access to these structures is provided from Wilson Street.

Existing development within the locality consists of single dwelling houses to the north and west of the site, while the land to the east of the site is heavily vegetated and backs on to National Park land.

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)



Figure 1: Extent of Property



Figure 2: Locality Plan – Lot 245

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size
- 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)

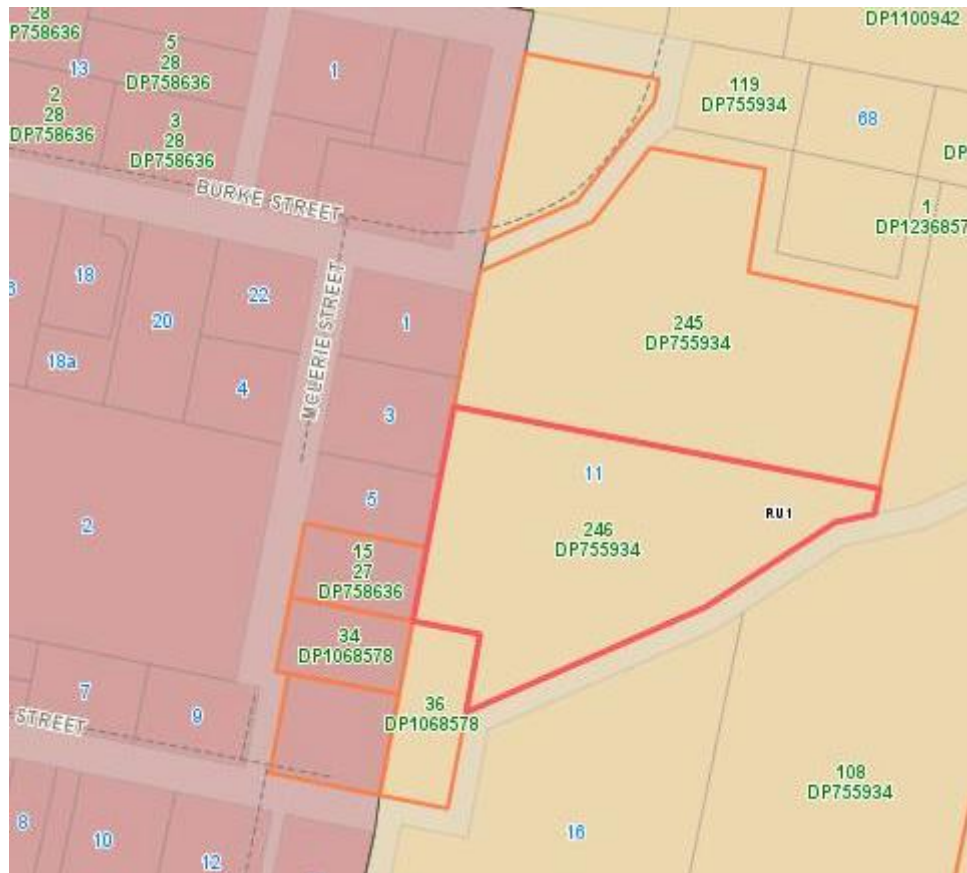


Figure 3: Zoning Map Extract – Palerang Local Environmental Plan 2014

Planning Requirements

Assessment of the application has been undertaken in accordance with Section 4.15(1) of the Environmental Planning and Assessment Act (EPAA) 1979, as amended. The matters that are of relevance under Section 4.15(1) are summarised in the attached *Section 4.15(1) Table – Matters for Consideration*.

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

1. State Environmental Planning Policy No 55 – Remediation of Land
2. Palerang Local Environmental Plan 2014 (PLEP).
3. Palerang Development Control Plan 2015 (PDCP)

The significant issues relating to performance of the proposal against the provisions of these planning instruments for the Council's consideration are as follows:

(a) Compliance with LEP

Palerang Local Environmental Plan (PLEP) 2014

The proposed development fails to comply with the minimum lot size provisions for the erection of a dwelling house in certain rural, residential and environment protection zones specified under Clause 4.2A(3)(a) of the PLEP 2014.

As such, the subject application was accompanied by a written request prepared in accordance with Clause 4.6 of the PLEP 2014 seeking to vary the development standard. This

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)

request seeks an 82.5% (32.7ha) variation to the 40ha minimum lot size applicable to the site. A copy of the applicant's written request to vary the development standard is attached to this report at Attachment 3. An assessment of the variation request against provisions of Clause 4.6 of the PLEP 2014 follows:

Clause 4.6(3) of the PLEP 2014 states the following:

“Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:

- (a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case; and*
- (b) that there are sufficient environmental planning grounds to justify contravening the development standard.”*

The applicant has provided a written request that seeks to justify that strict compliance with the development standard is unreasonable or unnecessary on the following grounds:

- The proposed development will not affect the existing land uses or amenity of surrounding properties;*
- The subject site has existing entrance ways with direct street frontage to Bourke Street;*
- The objectives of the zone and development standard are met by the proposal;*
- The development is similar in nature to surrounding properties and the locality;*
- The RU1 land adjoining RU5 Village zone of Majors Creek and the development is a natural extension of dwellings along Burke Street;*
- The proposal will not add unreasonable additional demand to existing services. The property is serviced by a public road, and the dwellings will be powered by stand-alone solar systems with domestic water supply collected on-site and effluent management disposed of within the boundaries of the property;*
- The property is not isolated rural land, with postal services, school bus and community facilities available within walking distance of the land; and*
- The subject site is consistent, both in character and aesthetic value to other properties within the vicinity that have approved dwellings located on them.*

The applicant has sought to establish that there are sufficient environmental planning grounds to justify the contravention of the development standard on the following basis:

The proposal represents a development pattern which is compatible with the existing character and consistent with future development within the area. The creation of a dual occupancy development in this location will not have a negative impact on the streetscape or amenity of the area, nor will it set a precedent or change the character of the region. The proposal does however contribute to the goal of providing a variety of land and housing choices in the locality whilst protecting the character of the area.

The objectives of the development standard are still being achieved even though there is a variation of 82.5%, as the lot sizes in the area with legal dwellings vary in size from 2000m² <40 hectares. There is no dwelling within the locality that is located on an allotment of land that is >40 hectares. (A map demonstrating this has been provided as an attachment). This proposal is very much in keeping with the existing development pattern within the locality.

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)

Clause 4.6(4) of the PLEP 2014 states the following:

“Development consent must not be granted for a development that contravenes a development standard unless:

(a) the consent authority is satisfied that:

(i) the applicant’s written request has adequately addressed the matters required to be demonstrated by subclause (3)”

Having given consideration to the applicant’s written request to justify the contravention of the minimum lot size development standard it is considered that the request does not adequately address the matters required to be demonstrated in subclause 4.6(3), specifically, that compliance with the standard is unnecessary or unreasonable in the circumstances of the case.

The subject site forms part of a larger property, as shown in Figure 2, which has already utilised its dwelling entitlement (based upon its R5 Village zoning) to construct the existing dual occupancy located upon Lot 35 DP1068578. In considering surrounding existing residences upon undersized lots within the locality, these dwellings are predominantly older dwellings and others have utilised the holdings provision of Clause 4.2A(3)(e) of the PLEP 2014. As such, the matters outlined by the applicant are not considered to establish circumstances in which it is unreasonable or unnecessary to apply the development standard. In considering the sufficiency of the environmental planning grounds to justify contravention of the development standard, the written request is not considered to provide sufficient substantive information on the environmental planning grounds to justify the proposed departure.

(ii) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out.

The objectives of Clause 4.2A of the PLEP 2014 are as follows:

(a) to minimise unplanned rural residential development,

(b) to enable the replacement of lawfully erected dwelling houses in rural, residential and environment protection zones.

The proposal is considered to be inconsistent with the objectives of the development standard in that the subject site fails to satisfy the requirements for the erection of a dwelling house upon the subject site, as such the proposed development must be considered as unplanned rural residential development beyond the strategic vision of the PLEP 2014. As such, the proposed development is considered to be inconsistent with the objectives of the zone.

The site is Zoned RU1 Primary Production zone under PLEP 2014. The objectives for the zone are as follows:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To minimise the impact of any development on the natural environment.
- To ensure that development does not unreasonably increase the demand for public services or facilities.

By accommodating a residential use upon the subject site, the proposed development detracts from the likelihood of the broader land holding being utilised for a viable primary production

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)

purpose. The proposed development is therefore considered to be inconsistent with the objectives of the RU1 Primary Production Zone which seek to minimise the fragmentation and alienation of resources land.

(b) the concurrence of the Secretary has been obtained.”

As the subject variation request is greater than 10% Council does not have deemed concurrence for the subject variation. As such, the subject application was referred to the Secretary for consideration. Concurrence was received from the Planning Secretary on 1 March 2019 noting:

Concurrence has been granted as the proposal raises no issues of state or regional significance and there is no public benefit in maintaining the development standard.

It is noted that Council has not yet completed its assessment of the development application. Please note that the granting of concurrence does not affect the right of the Council to refuse consent in accordance with Section 4.13(9) of the Environmental Planning and Assessment Act 1979.

In conclusion, the applicant's written request to justify the contravention of the minimum lot size provisions for the erection of a dwelling house in certain rural, residential and environment protection zones is considered to be inadequate in that the applicant has not been able to demonstrate that compliance with the standard is unnecessary or unreasonable in the circumstances of the case, or that there are sufficient environmental planning grounds to justify contravening the development standard. Accordingly the subject request is considered to fail to satisfy the provisions of Clause 4.6 of the PLEP 2014 and is therefore not supported.

The subject site does not pose a unique situation in which a variation to the development is considered to be warranted. Rather, the proposed development represents unplanned development upon the fringe of the Majors Creek village that would represent an undesirable precedent for a number of similar lots within the locality that fail to satisfy the provisions of Clause 4.2A of the PLEP 2014. As significant areas of undeveloped land remain within the village itself capable of accommodating for residential development, it is considered to be contrary to Council's strategic vision for the locality to support the proposed variation.

(b) Compliance with DCP**Palerang Development Control Plan (PDCP) 2015**

Dwelling 1 is proposing an 8m front setback which fails to satisfy the minimum 50m front setback requirement established under section C2.5.1 – setbacks of the PDCP 2015. While the applicant poses that the proposed variation sits in context with the existing landscape, this is not considered sufficient justification for the proposed departure. Rather it is considered that the proposed variation is reflective of over development upon the site. As such, the proposed variation is not supported.

(c) Other Matters***Likely impacts***

As previously discussed, in recognition of the extent of the variation proposed, the development is considered to be contrary to the strategic vision for development within the RU1 Primary Production zone and represents unplanned residential development. By accommodating a residential use upon the subject site, the proposed development detracts from the likelihood of the broader land holding being utilised for a viable primary production purpose that is capable of being accommodated across the broader property. The proposed development is therefore considered to be inconsistent with the objectives of the RU1 Primary Production Zone which seek to minimise the fragmentation and alienation of resources land.

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)

As the subject site does not represent a unique situation that is unlikely to be replicated within the locality, approval of the subject application would establish an undesirable precedent for a significant number of similar lots upon the fringe of the Majors Creek Village. As such, if Council is of a mind to support further rural residential land uses upon the fringe of the Majors Creek village it is likely more appropriate that the matter be considered through a planning proposal pathway rather than by means of compromising an existing development standard.

Internal Referrals***Engineering Comments***

Council's Development Engineer offered no objections to the proposal subject to the construction of appropriate vehicular access point to each dwelling from Burke Street.

Building Comments

Council's Building Officer offered no objections to the proposal.

External Referrals***Planning Secretary***

An application including a request to vary a development standard under Clause 4.6 of the *Palerang Local Environmental Plan 2014* greater than 10%, requires the concurrence of the Planning Secretary. Concurrence was received from the Planning Secretary on 1 March 2019 noting:

Concurrence has been granted as the proposal raises no issues of state or regional significance and there is no public benefit in maintaining the development standard.

It is noted that Council has not yet completed its assessment of the development application. Please note that the granting of concurrence does not affect the right of the Council to refuse consent in accordance with Section 4.13 (9) of the Environmental Planning and Assessment Act 1979.

Engagement

The application was notified in accordance with Part E of the PDCP 2015 from 28 November 2018 to 12 December 2018, with two (2) submissions received. The submissions raised the following concerns:

1. *Extent of Public Road* - Concern was raised that there may be some confusion as to the ownership of the northern end of Burke Street.

Comments: While the vast majority of Burke Street is a Council owned road, a small area north of the proposed vehicular access points is Crown road and is not managed by Council (See Figure 4 below). The subject application involves no works within the Crown road reserve.

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)

Figure 4: Council managed portion of Burke Street shown in red and crown road reserve shown in blue

2. Impacts of proposed entrances upon existing stormwater management measures and the need for a turning circle at the northern end of Burke Street

Comments: Should the subject application be approved the proposed vehicular access points would be required to be constructed to Council's engineering standard including the provision of appropriate stormwater management measures. There is no nexus between the proposed development and the provision of a turning circle at the northern end of Burke Street.

3. Historical vegetation removal - Concern was raised in relation to removal of vegetation from the subject site prior to the lodgement of the subject application.

Comments: This matter is separate to the assessment of the subject application and has previously been considered by Council's Tree Management Officer. It was found that the vegetation was regrowth that was able to be removed under the former Routine Agricultural Management Activities provisions of the former Native Vegetation Act 2003 and did not require consent.

4. Context – Streetscape and Character - Concern was raised over the compatibility of the proposed dwellings within existing development within the locality.

Comments: While the proposed dwellings are contemporary in nature, they are relatively small in scale and utilise stained timber and metal finishes that are considered to be visually compatible with existing development within the locality.

5. Water Quality - Concern was raised over potential impact of the development upon water quality

Comments: While there are drainage lines upon the site, subject to appropriate construction management measures, the proposed development is capable of being constructed upon the site without any impacts upon water quality.

6. Traffic - Concern was raised over potential traffic generation as a result of the proposed development and impacts upon Burke Street.

9.1 DA.2018.224 - Construction of a Single Dwelling - Variation to Minimum Lot Size - 11 Wilson Street, Majors Creek (Author: Thompson/Perkins) (Continued)

Comments: Given the relatively small scale of the proposed development and the limited number of dwellings currently utilising Burke Street, Council's Development Engineer has advised that the proposed development is considered unlikely to result in any significant impacts upon the existing road infrastructure.

7. *Acoustic and Visual Impacts* - Concern was raised over potential acoustic and visual impacts of the development upon surrounding dwellings

Comments: The proposed development is located more than 65m from any dwelling upon an adjoining lot and there are existing mature plantings along common boundaries. As such, the proposed development is considered unlikely to result in any significant visual or acoustic impacts.

8. *Setbacks* - Concern was raised over the proposed 8m setback to dwelling No 1.

Comments: The proposed dwelling location fails to satisfy the minimum 50m setback required under Section 2.5.1 of the PDCP 2015. This matter has been discussed in detail previously in this report.

Compliance or Policy Implications






Approval of the subject application would establish an undesirable precedent for a significant number of undersized allotments within the area surrounding the Majors Creek village that do not currently hold a dwelling entitlement. While each request is considered on its own merit, the abandonment of a development standard forms grounds for further variation to the development standard. As such, if Council is of a mind to support additional residential development surrounding Majors Creek, consideration this should occur through a planning proposal process for the locality rather than an ad hoc variation to development standards.

Conclusion

The submitted proposal for the construction of a detached dual occupancy on Lot 254 DP755934, 11 Wilson Street, Majors Creek has been assessed under Section 4.15 of the *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Palerang Local Environmental Plan 2014* and *Palerang Development Control Plan 2015*.

The development does not satisfy the requirements or achieve the objectives of these instruments. The proposed variation request was considered to be unfounded and is not supported. As such, the subject application is not supported, and is recommended for refusal.

Attachments

- | | |
|--|---|
| Attachment 1 | 4.15 Assessment Report (<i>Under Separate Cover</i>) |
|  Attachment 2 | Architectural Plans (<i>Under Separate Cover</i>) |
|  Attachment 3 | Clause 4.6 Variaton Request (<i>Under Separate Cover</i>) |
|  Attachment 4 | Submissions (<i>Under Separate Cover</i>) |
|  Attachment 5 | Amended Site Plan (<i>Under Separate Cover</i>) |
|  | |

9.2 Draft Local Strategic Planning Statement - 'Towards 2040' (Author: Thompson/Brown)

File Reference: 26.1.3-01

Summary

The purpose of this report is to seek the Council's endorsement to proceed with the public exhibition of the draft Local Strategic Planning Statement recently prepared by Council staff. The production of the draft Statement is a NSW Government requirement and at this time, QPRC is required to have a final Local Strategic Planning Statement adopted by 1 July 2020. Councillors presented their views at a workshop last month.

Recommendation

That Council:

- 1. Publicly exhibit the draft Local Strategic Planning Statement.**
 - 2. Undertake community consultation as outlined in this report.**
-

Background

All Councils in NSW are now required to prepare a Local Strategic Planning Statement (LSPS) in accordance with Section 3.9 of the *NSW Environmental Planning and Assessment Act 1979*. At this time, QPRC is required to have adopted a final LSPS by 1 July 2020.

The purpose of the LSPS is to set out a 20-year vision for land-use in the Queanbeyan-Palerang local government area (LGA), the special character and values that are to be preserved and how change will be managed into the future. It will represent the key strategic land-use planning document for the LGA, aligns with the Community Strategic Plan, and outlines the proposed future work items to be undertaken by Council in respect of various land-use planning matters. The document is required to be reviewed every seven years.

Following a workshop with Councillors in late January 2020, Council staff have finalised a draft LSPS. The formatted document and maps will be circulated to councillors under separate cover.

The Strategic Planning Priorities set out in Section 4 of the draft LSPS have been prepared having regard to the Key Goals set out in Council's *Community Strategic Plan 2018-2028*. These have been used to identify specific 'Planning Priorities' against each of Council's identified Strategic Pillars (i.e., Community, Choice, Character, Connection and Capability). These then inform subsequent 'Outcomes' that are intended give effect to implementing these respective priorities.

Section 5 of the LSPS then sets out a 'Vision' and a series of 'Strategic Objectives' for both the LGA overall, and, for individual townships and communities within Queanbeyan-Palerang. Subsequent 'Planning Actions' for each of these respective communities are then identified to be undertaken over the next 10 years and beyond.

Monitoring, reporting and timeframes for each of the proposed Planning Actions are then set out at Section 6 of the draft LSPS.

It should be noted it is not the role of the draft LSPS to propose rezonings or specific land uses. That is the role of detailed Structure Plans and other land-use planning documents that will be developed at a later date. In practice, the LSPS will inform how the Council's local environmental plans (LEP) and development control plans (DCP) evolve into the future.

9.2 Draft Local Strategic Planning Statement - 'Towards 2040' (Author: Thompson/Brown) (Continued)

Implications***Legal***

As noted, Council is required to prepare a LSPS under the *NSW Environmental Planning and Assessment Act 1979* by 1 July 2020.

Policy

The draft LSPS sets out a series of strategic planning objectives that will inform future work items and land-use planning outcomes across the LGA.

Strategic

The LSPS, and the future work items identified therein, will inform the content of future local environmental plans (LEPs) and development control plans (DCPs) to be prepared by the Council.

Engagement

Council is required to publicly exhibit the draft LSPS for a minimum of 28 days.

Given the important nature of the document and the current restrictions in respect of community consultation due to COVID-19 (Coronavirus), it is intended to investigate alternative opportunities for community engagement such as the use of teleconferencing, Council's website, question and answer sheets and social media platforms. These details have not been finalised due to the considerable uncertainty at this time around future community consultation activities.

Regardless, all documentation will be available on Council's website for review. At a minimum, staff are seeking to hold separate teleconferencing sessions for each of the main townships (Queanbeyan, Bungendore and Braidwood), whilst ensuring opportunities to also raise matters in respect of other areas of the LGA.

Financial

In addition to administrative costs approximately \$7,800 has been expended on graphic design work to produce the draft LSPS.

Resources (including staff)

The draft LSPS has been prepared by Council staff with input from various Portfolios and Branches.

Integrated Plan

As noted, the draft LSPS has been prepared having regard to the Key Goals set out in Council's *Community Strategic Plan 2018-2028*.

Conclusion

It is recommended Council now resolve to publicly exhibit the draft LSPS with any submissions/feedback being reported back to Council.

Attachment

Attachment 1 – Draft Strategic Planning Statement (*To be provided to Councillors prior to the meeting*)

9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition (Ref: ; Author: Thompson/Sibbick)

File Reference: 23.1.1-03

Summary

A community consultation has been conducted to determine a landscape concept to construct new hard and soft landscape features in the proposed park at 16 Agnes Avenue, Queanbeyan, adjacent to the proposed development of a new respite centre facing Ross Road. A landscape architect was procured to produce a number of landscape concepts to be incorporated in the consultation. The following report details the process of the consultation, the results, and indicative costs to construct the preferred concept option.

Recommendation

That Council:

- 1. Endorse the landscape concept Option A (Attachment 3) developed by Indesco for embellishment of the park at 16 Agnes Avenue, Queanbeyan.**
 - 2. Support the investigation of grant sources to fund the embellishment of the Park at 16 Agnes Avenue Queanbeyan.**
 - 3. Consider inclusion of the project in the next Delivery Program.**
-

Background

At the Planning and Strategy Committee meeting on 13 November 2019 Council resolved that as part of the re-categorisation process of the parcel of land at 16 Agnes Avenue, community input / feedback be sought to review the area to be categorised as 'Park' and to develop a program of planting and landscaping. As part of this process Council also resolved that consideration be given to the inclusion of children's playground equipment or external fitness regime equipment be established at this site.

Figures 1 and 2 below show the land that has been re-categorised as a Park at 16 Agnes Avenue. The adjacent Ross Road section (currently the site of basketball courts), is the land on which Council recently granted a thirty year lease to the Respite Care for Queanbeyan Incorporated to build a new respite care centre. Figure 2 incorporates the concept design for the respite centre.

9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition (Ref: ; Author: Thompson/Sibbick) (Continued)



Figure 1: 16 Agnes Avenue, highlighted, depicting current view



Figure 2: 16 Agnes Avenue depicting concept view of proposed respite care centre.

9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition (Ref: ; Author: Thompson/Sibbick) (Continued)

Urban Landscapes staff subsequently secured a landscape architect, Indesco, to develop a number of concepts for the community to review, select a preference, and make comment. Recent feedback received from the neighbouring community requests that ongoing foot traffic through this parcel of land remain intact, from Agnes Avenue to Ross Road. Indesco have taken this into consideration with the production of their landscape concepts along with the considerations from Council to accommodate play activities, exercise activities, and landscaping. It is proposed that pedestrian access from Agnes Ave to Ross Road be provided via the car park of the proposed respite care centre.

The community consultation was conducted in January and February 2020, where four landscape concepts were placed on exhibition for the community to select a preference and to make comment. Attachment 1 shows the four concepts placed on exhibition.

The method of consultation was via “Your Voice” at Council’s web site, and a direct letter box drop to neighbouring residents. Ten out of the 15 submissions received favoured Option A as their first choice. This option included the multi-sports court that would replace the existing sports court that is destined for demolition as part of the proposed respite care centre development. Other feedback from respondents indicated shade, water and picnic/bbq facilities should be included. Refer to results of community feedback and all comments received at Attachment 2, and a snip of the preferred landscape option at Figure 3 below.



Figure 3: Preferred Landscape Concept Proposal

9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition (Ref: ; Author: Thompson/Sibbick) (Continued)

Subsequently, Indesco were further engaged to provide Council with a revised concept based on the community’s comments, and also to furnish Council with an estimated cost for the landscape construction. Refer attached revised concept plan proposal and report by Indesco at Attachment 3, and a snip of revised landscape proposal below at Figure 4 below.



LANDSCAPE MASTERPLAN

DESCRIPTION: CONCEPT DESIGN
DATE: 17.03.2020

PROJECT NAME: ROSS PARK
PROJECT NUMBER: 7327



Figure 4: Revised render of preferred concept Option A, based on community feedback received.

The multi sports court has been deemed essential by the community, to replace the existing sports court that will be demolished as part of the proposed development of the new respite care centre. Sports catered for in the multi-sports court can include basketball, netball, football, soccer and other hard surface sports. The multi-sports court would be similar to the example pictured below at Figure 5, recently installed by the Brisbane City Council.

9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition (Ref: ; Author: Thompson/Sibbick) (Continued)

Figure 5: Example of multi-sports court, recently installed by the Brisbane City Council

Other elements of this landscape the community deemed essential included:

- Exercise equipment
- Shade cover
- Barbecue / picnic facilities
- Seating
- Walking / exercise track
- Connection through 16 Agnes Avenue through the Park to Ross Road

Implications

Policy

The process of consultation has been conducted as per the Stakeholder and Community Engagement Policy Framework.

Social / Cultural

Research has shown that outdoor recreational activities, such as those proposed in the Indesco concept plan have social and cultural benefits to all ages and all cultures. Participating in outdoor recreational activities provides an opportunity to meet and build relationships with others and aids in forming and maintaining friendships with people who share the same passion for outdoor recreation. Research has shown also that physical activity in general helps reduce stress; reduces anxiety and can assist in preventing depression that are currently a major cause for concern in many communities.

9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition (Ref: ; Author: Thompson/Sibbick) (Continued)

Economic

The International Journal of Behavioural Nutrition and Physical Activity reported that in Australia as an example, opportunity cost savings and health benefits may be substantial as regular physical activity can improve general health, work productivity, more income and increased quality of life. Governments can benefit through future savings in avoidable health care expenditure, increased income taxation and fewer welfare payments and business benefits from reduced absenteeism and lower recruitment and training costs associated with replacing staff.

Strategic

As reported in the QPRC Community Strategic Plan 2018-28, key findings of community engagement have found that residents like their community because: *It is a neighbourly, friendly, caring and inclusive community in which people enjoy peace and quiet and natural beauty of the natural environment and the landscape and the bush and the clean air.* Resident dislikes included: *The ugliness and perceived neglect of public spaces, i.e. the noise, graffiti, rubbish and general neglect; and dissatisfaction with sports and recreation facilities and sportsgrounds.* Therefore, by adopting the concept Option A and supporting the development of 16 Agnes Avenue as active parkland the perceived neglect of public spaces and dissatisfaction with recreation facilities would be greatly reduced, thus benefiting the community and Council's reputation.

The consultation process reported here aligns with Council's Community Engagement Strategy that forms a crucial component of Council's Integrated Planning & Reporting Framework.

The landscape concept plan provided in Attachment 3 aligns with Council's programs delivered under Strategic Pillar 3, Character, by providing and developing parks, playgrounds and sporting facilities for a vibrant and active Queanbeyan Palerang.

Engagement

The community were consulted via the "Your Voice" web site, and private letter box drops to households neighbouring the Park at 16 Agnes Avenue. Fifteen residents responded, with Concept A being preferred by 10 out of the 15 respondents.

In support for their preferences for concept Option A, most submitters favoured the incorporated multi – sports court, especially basketball and netball, as it replaces the existing courts that will be demolished to make way for the proposed respite centre, and also that it is the concept that encourages the most physical activity and community interaction. The playground was not as important to respondents, as commented there is another playground within walking distance, being the playground at Blackall Park.

As a children's playground exists within walking distance of 16 Agnes Avenue, it would therefore be beneficial to include exercise equipment in the landscape concept as proposed by Indesco, and the inclusion of the multi-sports court.

Rankings and detailed comments from submitters can be found in Attachment 2 to this report.

9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition (Ref: ; Author: Thompson/Sibbick) (Continued)

Financial

Table 1: 16 Agnes Ave landscape development preliminary costs

ROSS PARK PRELIMINARY COSTING

DESCRIPTION	QUANTITY	RATE	UNIT	AMOUNT
Preliminaries and Site Establishment	1	\$ 50,000.00	PS	\$ 50,000.00
Supply and install 100mm plain concrete	310	\$ 168.60	m	\$ 52,266.00
Supply and install 100mm coloured concrete	201	\$ 168.60	m	\$ 33,888.60
Supply and install coloured asphalt playing surface	929	\$ 60.00	m	\$ 55,740.00
Supply and install playing court linemarking	1	\$ 2,000.00	m	\$ 2,000.00
Supply and install turf	875	\$ 65.00	m2	\$ 56,875.00
Supply and install 400mm high concrete wall	167	\$ 503.00	m	\$ 84,001.00
Supply and install 400mm high concrete wall footing	167	\$ 689.00	m	\$ 115,063.00
Supply and install tree planting 100 L	33	\$ 568.40	Item	\$ 18,757.20
Supply and install 300mm top soil as specified to shrub beds	183	\$ 19.10	m2	\$ 3,495.30
Supply and install virotube	2000	\$ 3.40	Item	\$ 6,800.00
Supply and install 75mm bark mulch (planting bed)	183	\$ 8.10	m2	\$ 1,482.30
Supply and install shade sail	2	\$ 25,000.00	Item	\$ 50,000.00
Supply and install wall-mounted benches	5	\$ 2,000.00	Item	\$ 10,000.00
Supply and install basketball/netball hoops	2	\$ 5,000.00	Item	\$ 10,000.00
Supply and install BBQ	1	\$ 11,000.00	Item	\$ 11,000.00
Supply and install table tennis tables	2	\$ 10,000.00	Item	\$ 20,000.00
Supply and install water fountain	1	\$ 4,000.00	Item	\$ 4,000.00
Supply and install sculptural elements and signage	1	\$ 10,000.00	Item	\$ 10,000.00
Play equipment and fitness equipment	1	\$ 35,000.00	Item	\$ 35,000.00
Supply and Install Bike Racks	3	\$ 500.00	Item	\$ 1,500.00
			Ex GST	\$ 581,868.40
			GST	\$ 58,186.84
			Contingency	\$ 58,186.84
			Total	\$ 698,242.08

The landscape architect, Indesco, have provided indicative costs to construct the proposed landscape development depicted in their Concept A. The costs are provided at Table 1 above. The cost of \$640,055.24 (ex GST) which includes a contingency of 10%, is an amount that is beyond any Urban Landscapes budget. The site development costs and the construction of the multi-sports court are the greatest costs in this landscape development, but deemed necessary by the community to replace the existing sports courts that will be demolished as a result of the proposed development of the new respite centre.

Savings that could see this development go ahead at a much reduced cost would be to drastically reduce the scope to tree planting only at a cost of \$18,757.20 ex GST, plus some seating and construction of a concrete thoroughfare through the Park at an additional cost of approximate \$20,000. However, this is unlikely to meet the expectations of the community.

It is therefore recommended that the full landscape development be approved and that grant funding be sourced to carry out the landscape construction at 16 Agnes Avenue.

Program Code	Expense Type	Funding source	Amount
		Grant funded (Not funded at this time)	\$ 640,055.24

9.3 Embellishment of Proposed Park - 16 Agnes Avenue, Queanbeyan - Outcome of Public Exhibition (Ref: ; Author: Thompson/Sibbick) (Continued)

Resources (including staff)

Any project to construct a landscape development at 16 Agnes Avenue will be carried out by Urban Landscapes staff to manage the project.

Integrated Plan



The budget for this landscape development at the Park at 16 Agnes Ave may be included in the 2020 – 24 Delivery Program, as a grant funded project, with Council staff to investigate grant funding opportunities as they arise.

Conclusion

The results of the community consultation conducted for a landscape design and landscape features for the Park at 16 Agnes Avenue, adjacent to the proposed development of a new respite centre facing Ross Road, determined that Concept A was the preferred landscape concept for the Park. The landscape architect, Indesco, have refined the preferred Concept A to take into consideration comments received by the community. The concept is now ready for a detailed design to be undertaken, and construction of the preferred design to be carried out when and if funding permits.

It is recommended that the landscape concept by Indesco be endorsed by Council for developing the Park at 16 Agnes Avenue, should future funding permit.

Attachments

- | | |
|--|---|
| Attachment 1 | 16 Agnes Ave Park Concept Sketches (<i>Under Separate Cover</i>) |
|  Attachment 2 | 16 Agnes Avenue Community Consultation Report (<i>Under Separate Cover</i>) |
|  Attachment 3 | 16 Agnes Avenue Architect Report and Final Sketches (<i>Under Separate Cover</i>) |

9.4 Draft Sustainable Events Management Policy (Ref: ; Author: Thompson/Pensini)

File Reference: Sustainable Events 25.4.1-10

Summary

Originally adopted in 2013, the QCC Sustainable Events Management Policy expired in 2017. The policy has been updated for public exhibition. This policy sets requirements to ensure events identified within the policy scope take into account social and environmental sustainability considerations.

Significant changes to the original policy, particularly around the policy scope and requirements as well as the management templates, have been made. These changes have been recommended and consulted through and by various staff to strengthen and improve the functionality of the policy, particularly in light of the recent recycling and waste policy changes, such as the '*China Sword Policy*'. This policy takes a clear step forward in sustainability and developing a local circular economy as identified within the 2018 Australian Government '*National Waste Policy*' and the 2019 NSW Government '*Circular Economy Policy Statement*'.

Recommendation

That:

- 1. Council place the Draft Sustainable Events Management Policy on public exhibition for 28 days.**
 - 2. Following the exhibition period a report be prepared for Council's consideration detailing the submissions and suggested outcomes of the exhibition period.**
-

Background

In 2013 the former Queanbeyan City Council developed its first Sustainable Events Management Policy. At the time the policy was one of only a handful of sustainability related event policies in Australia and Council was considered a leader in the field. The aim of the policy was to ensure events delivered by Council at Council venues complied with the Sustainability Policy which provides a commitment to the principles of ecologically sustainable development as required by the *Local Government Act 1993*.

However, over the past seven years Council staff have had a number of issues implementing the policy due to complexities surrounding its requirements, resources required, lack of understanding or education and time constraints. This has meant that the policy has remained underutilised throughout those years and particularly post-merger. Likewise a number of important Federal and NSW waste management policy changes have occurred particularly in the last two years (since the *China Sword Policy*) which has required a complete review of the Sustainable Events Management Policy.

Therefore the following structural and content based changes have been made to the proposed draft QPRC Sustainable Events Management Policy.

9.4 Draft Sustainable Events Management Policy (Ref: ; Author: Thompson/Pensini) (Continued)

These changes include:

Structural (supporting documents)

- *Sustainable Event Management Plan* - Removed
- *Sustainable Events Management Evaluation Template* – Removed
- *Sustainable Events Management Checklist* - Updated to a simple 1 page document
- *Sustainable Events Management Guide* - Updated to reflect current information

Content

- *Outcomes* - ecologically sustainable development commitments replaced with environmental and social sustainability considerations.
- *Policy Scope* - expanded to include all events supported by Council and non-Council events at Council operated venues within the local government area.
- *Non-compliance* - expanded to include information on enforcement.
- *Requirements* - sustainability requirements have been included in the policy which should be met when running an event, these include;
 - Completion of Council's '*Event Accessibility Checklist*'.
 - Ensuring the venue is left in a clean and tidy condition.
 - Supporting and/or promoting sustainable transport to and from the event, where appropriate.
 - Providing waste and recycling separation facilities, including organics separation if available.
 - Prohibiting the sale and/or distribution of single use plastic (including bioplastic) or polystyrene products that are unable to be appropriately recycled or composted as directed by Council (A complete list of prohibited products can be found in the Sustainable Events Management Guide).
 - Ensuring that measures to minimise energy and water consumption are actively developed and implemented.
- *Performance Indicators* - new indicators included.

This policy has been endorsed by the staff sustainability working group and QPRC's Environmental and Sustainability Advisory Committee.

Implications

Environmental

Environmental protection has become increasingly important to the community and event organisers and owners. Events have the potential to cause adverse environmental impacts such as pollution, damage to ecosystems and waste. Factoring environmental considerations into the planning and delivery of events as identified in the policy will have a number of positive environment impacts for the local government area, this could include a reduction in litter, reduced congestion and noise pollution from private vehicles, reduced environmental land degradation and water contamination and or a reduction in ecological disturbance impacting upon aquatic and land based organisms.

Sustainability

Implementing this policy provides a number of key sustainability benefits for attendees, vendors, event organisers and ultimately the community. These benefits will be reported on annually as determined by the policies performance indicators. These benefits include:

9.4 Draft Sustainable Events Management Policy (Ref: ; Author: Thompson/Pensini) (Continued)

- Reduction in greenhouse gas emissions resulting from a reduced use of single use plastics (single use plastics are made primarily from fossil fuel based chemicals), private vehicle usage as well as energy efficiency measures.
- Less waste being sent to landfill resulting from appropriate waste management (recycling and composting).
- Water conservation through water minimisation efficiencies.
- Reduced unnecessary use of resources such as paper, signs and equipment.

Social / Cultural

If planned and implemented carefully, sustainable events can provide benefits to the region by creating jobs, encouraging local investment, involving regional Small and Medium Enterprises (SME) and can promote better working conditions and social inclusion. It can also act as a catalyst for encouraging environmental and sustainable best practices across the local government area.

Furthermore, by considering all people in the community, regardless of age, abilities, gender or cultural background, and making the event accessible, it will increase the opportunity for more people to attend the event.

Engagement

Staff teams, working groups and committees involved in and consulted on the development of the policy are summarised below:



- QPRC Place Management, Events and Marketing, Community, Communication and Engagement, Open Spaces, Environmental Health and Utilities Technical teams.
- QPRC's internal sustainability working group, the 'Smarter Action Squad' (endorsed).
- QPRC Environment and Sustainability Advisory Committee (endorsed).

Following acceptance by these groups it is recommended that the policy now be placed on public exhibition for a period of 28 days to determine community acceptance of the policy.

Conclusion

The draft QPRC Sustainable Events Management Policy is presented for public exhibition. This policy represents a significant opportunity for Council to work with vendors and event organisers to strengthen social and environmental consideration when running an event. Furthermore, this policy offers an opportunity for raising awareness and inspiring change amongst attendees, employees, suppliers, and the local community that are becoming increasingly aware of sustainability issues. Implementing the policy may also raise the profile of the event, attract participants and the media.

Attachments

Attachment 1	Draft Sustainable Events Management Policy (<i>Under Separate Cover</i>)
 Attachment 2	Draft QPRC Sustainable Events Management Checklist (<i>Under Separate Cover</i>)
 Attachment 3	Draft QPRC Sustainable Events Management Guide. (<i>Under Separate Cover</i>)

File Reference: 667380

Summary

Foxlow Bridge is in poor to fair condition and appears to require considerable expenditure to either repair, rehabilitate or upgrade its capacity.

In the short term, repairs will make the bridge safe but require further and ongoing major works in 5 to 10 years.

At this stage, it is anticipated that a new bridge replacement option would be about 45% less expensive than a capacity upgrade and only 10% more expensive than undertaking a comprehensive rehabilitation.

Therefore, in the long term, the cost to replace the bridge will be more economical than a difficult rehabilitation with high ongoing maintenance costs or an expensive and complex capacity upgrade.

Furthermore, from a functionality perspective, a new bridge is a much more viable prospect for the current route, the local community and in terms of sustainable use of resources and mitigating future asset management risk.

It should be noted that the heritage significance and importance to the community of Foxlow Bridge has not been assessed as part of this report, however previous work has established the importance of the bridge to the community as both a heritage item and a useful road linkage.

Current vehicle counts show about 25 vehicle movements per day. The low traffic count may be related to low load carrying capacity of the Foxlow Bridge.

Recommendation

That Council:

- 1. Adopt Option 5 to replace the Foxlow Bridge with a new concrete bridge at the same location and grade.**
 - 2. Consider the cost to construct the new bridge in the 2021/2022 budget.**
 - 3. Pursue all grants that may be available to fund the replacement of the Foxlow Bridge with a new concrete bridge.**
 - 4. Continue to repair the existing Foxlow Bridge to maintain its current condition and level of service.**
 - 5. Consider the cost of preparing a heritage strategy for the existing Foxlow Bridge in the 2021/2022 budget.**
-

9.5 Foxlow Bridge (Author: Hansen/Hansen) (Continued)

Background

Foxlow Bridge on Hoskinstown Road is an Allan timber truss road bridge that crosses the Molonglo River near Hoskinstown, NSW and was constructed circa 1904. The bridge is listed on the QPRC local environmental plan but is not listed on the state heritage register.

Council engaged Focus Bridge Engineering to complete an options report for the Foxlow Bridge to enable the future of the bridge to be determined. A copy of the report is attached.

This report assesses the feasibility and indicative costs to either:

- Do nothing.
- Repair the existing bridge.
- Rehabilitate back to original new condition.
- Upgrade capacity to current standards.
- Replace with a new bridge.

General estimated condition

The general condition of the bridge has been assessed and summarised for each major component using a Level 2 inspection report and on site observations. Based on this, the bridge is assessed as being generally in poor to fair overall condition.

The bridge is currently load limited to 5 tonnes and has a 3 m height restriction due to the temporary repair support frame for a failing truss cross girder.

Australian Hardwood Supplies

Roads and Maritime Services has developed a timber procurement strategy for the supply of Australian hardwood timbers for their timber truss repair, rehabilitation and capacity upgrade programme. The ability to procure and supply large section and long lengths of heart free, durability class 1, strength class 1 and stress class 1 timbers is increasingly difficult and expensive. The areas of forest in NSW where Forestry NSW and timber getters and mills can source this timber is increasingly scarce.

The current market rate for the supply only of truss timber is around \$8,500/m³.

QPRC will be competing with Roads and Maritime for timber and most large section timber around the state has already been sourced by Roads and Maritime which is likely to make supply troublesome, slow and costly.

Strategic options

The future strategic options for the bridge were developed against a scope of work including site and project objectives and constraints.

9.5 Foxlow Bridge (Author: Hansen/Hansen) (Continued)

Item	Description	Load limit Est.	remaining life in years	Contingency included	Cost estimate (excl. GST)
1	Do Nothing	< 5 tonne Maximum load limit	unknown	30%	\$400,000 each year
2	Repair	5 tonne	5 to 10	50%	\$1,027,000
3	Rehabilitation	34 tonne	20 to 50	50%	\$4,328,000
4	Capacity Upgrade	44 tonne	50 to 100	40%	\$8,673,000
5	Replacement	160 tonne	> 100	30%	\$4,810,000

Do Nothing

The do nothing may be adopted if Council decide to rehabilitate, capacity upgrade or replace the bridge within the next 5 years. However, do nothing is not considered or recommended as a short term asset management strategy as there are significant risks of further deterioration resulting in minor or major elements of the bridge failing.

Doing nothing is not a sound approach to managing bridge assets and should be avoided unless the bridge is to be closed or replaced in the short term, say less than 2 years from the date of this report. If this option is chosen is also recommended that Council complete a formal risk assessment to understand and address any risks during this period.

In addition, frequent inspections should take place by an experienced bridge engineer, preferably with timber truss experience so that any changes or deterioration may be caught early and before any minor or major structural failures are allowed to occur.

In the short term, repairs will keep the bridge safe and deal with some immediate repair requirements but the bridge will require further and ongoing major works in future years to avoid it falling down. The cost of these repairs is not known and will depend on the nature of the failure at the time.

Repair

The scope of work to repair the bridge would involve minimal repair works to ensure that the existing 5 tonne load limit could be maintained. It is understood that the current load limit has been set by the condition of the one cross girder which is in very poor condition. The repair option would be required to keep the bridge in working order at the current minimum 5 tonne load limit until the rehabilitation, capacity upgrade or replacement could be planned and developed.

9.5 Foxlow Bridge (Author: Hansen/Hansen) (Continued)

Rehabilitation

The proposed rehabilitation would require considerable re-construction and is anticipated to comprise of the following general stages:

1. Environmental measures, including potentially bat management.
2. Safely dismantling unsafe components, elements and sections of the bridge.
3. Rehabilitate from the ground up.
4. Drive new replacement timber piles.
5. Install new wales, braces and headstocks.
6. Install new or refurbished corbels and girders.
7. Install Bailey bridge or temporary works to support the Allan truss span.
8. Rehabilitate the truss span, re-camber and remove Bailey bridges.
9. Re-paint the bridge.

The rehabilitation would generally be completed in accordance with AS5100: Bridge Design and Roads and Maritime Services Timber Bridge Repair Manual.

Capacity Upgrade

The capacity upgrade would involve re-building the 90 ft. Allan timber truss span. This would include new concrete foundations and new timber trestles supporting new precast concrete timber composite spans. The upgraded structure would have 3 x 12 m approach spans on the southern side and 1 x 12 m span on the north side.

The proposed capacity upgrade would require complete demolition and re-construction taking the following stages:

1. Environmental measures, including potentially bat management.
2. Safely demolish.
3. Replacement from the ground up.
4. Install new replacement piles and pile cap.
5. Install new timber trestles.
6. Install new truss span.
7. Install new approach spans.

The capacity upgrade would generally be completed in accordance with AS5100: Bridge Design 2018) and Australian Bridge Design Code (ABDC) 1992 for T44 (44 tonne truck) and BD68 (68 tonne B-Double truck).

9.5 Foxlow Bridge (Author: Hansen/Hansen) (Continued)

Bridge Replacement

At the strategic options stage, it has been assumed that an on-line bridge replacement is preferred. This is primarily so that new and expensive road embankments and road realignments are not required.

The assumed new bridge geometry is shown in Figure 14-1 and described as following:

- Overall assumed bridge length: 76.000 m (4 x 19 m spans).
- Overall assumed bridge deck width: 7.400 m.
- Number of lanes: Two (2).
- Lane width: 2.500 m.
- Shoulder width: 0.600 m.
- Bridge width between traffic barrier kerbs: 6.200 m.

The new bridge structures would be designed in accordance with Australian Standard AS5100: Bridge Design and have a 100-year design life. The new bridge would be designed in accordance with the specified design loading for pedestrians, footfall excitation and maintenance vehicles with load factors to AS5100.2.

This should adequately cater for any future maintenance or emergency access requirements. The current preference is to use shallow prestressed concrete RMS planks or shallow super-t's. The proposed bridge would be built on the current road alignment after the existing bridge is demolished and new bridge constructed.

In the long term, the cost to replace the bridge will be more economical than a difficult rehabilitation with high ongoing maintenance costs or an expensive and complex capacity upgrade.

It should be noted that the heritage significance and importance to the community of Foxlow Bridge has not been assessed as part of this report however previous work has established the importance of the bridge to the community as both a heritage item and a useful road linkage.

Implications***Environmental***

The environmental impacts of the chosen option will need to be assessed.

Sustainability

The current expenditure and maintenance approach to the Foxlow Bridge requires review as the continued deterioration of the bridge will result in the bridge being closed and subsequently demolished.

Asset

The ongoing maintenance of timber bridges is expensive and becoming increasingly more difficult with the constraints on hardwood timber supply. Council must maintain public safety and amenity with the Foxlow Bridge.

Attachments

Attachment 1 Foxlow Bridge Strategic Options Report (*Under Separate Cover*)



9.6 Palerang Community Development Servicing Plans for Water Supply and Sewerage (Author: Hansen/Cunningham)

File Reference: 21.4.2, PJT0021-1

Summary

The NSW Best Practice Management Framework for Water and Sewerage outlines a suite of strategies, plans and actions that Local Water Utilities (LWUs) are required to adopt. The centerpiece of this process is the Integrated Water Cycle Management Plan (IWCM) and Council will recall the adoption of this peak document as it applies to its Palerang Community's schemes in February 2019. The next stage is the development of supporting Development Servicing Plans. Drafts of these have now been prepared and this report seeks Council's approval to place these documents on public exhibition in accordance with Department of Planning, Industry and Environment (DPIE) requirements.

Recommendation

That Council:

- 1. Endorse release of the draft Palerang Community Water Supply and Sewerage Development Servicing Plans for public exhibition between the dates 28 April 2020 and 9 June 2020 (inclusive).**
 - 2. Receive a further report at the conclusion of the exhibition period that considers any submissions that are received.**
-

Background

The Palerang Communities IWCM plan effectively provided a root and branch review of the water and sewerage schemes of Bungendore, Braidwood and Captains Flat. A key outcome of the IWCM is the identification of 'issues' and the development of strategies under which these issues could be addressed and funded over time; and according to priority.

It is now well documented that one of the most pressing issues identified is growth; in particular for the areas immediately within and around the village of Bungendore.

Whilst the IWCM process considered and resolved the matter of additional future source water for Bungendore in a conceptual sense, additional works were required to 'flesh out' what this might look like in both an infrastructure and capital cost sense. The same is true for sewerage. Both of these sets of work have also been undertaken and Council now has a much clearer view of what works are required, when they may be required and how much they are likely to cost. It follows then that the next stage is to consider funding arrangements, and it is here that Development Servicing Plans come into play.

Development charges are 'up-front' charges levied to recover part of the infrastructure costs incurred in servicing new developments, or additions or changes to existing developments. Development charges are enabled by s.64 of the Local Government Act 1993 through a cross reference to s.306 of the Water Management Act 2000. One of the main aims of Development Charges is to ensure that the existing community is not burdened by the provision of water and sewerage infrastructure as a result of future development.

9.6 Palerang Community Development Servicing Plans for Water Supply and Sewerage (Author: Hansen/Cunningham) (Continued)

A key part of the Development Servicing Plan (DSP) process is the identification of areas proposed for the application of charges. This is routinely done through maps and these are contained in appendices A of the attached documents for both water and sewerage. Three areas are proposed for the application of development charges across the Palerang Communities schemes, namely:

- Bungendore Greenfield;
- Bungendore village (existing);
- Braidwood.

As in the last series of plans for the Palerang Communities, Captains Flat was not included in the DSP assessment by virtue of its very low historical and expected growth rate and its largely fully allocated headwork capacity.

In settling on these maps there should be little argument about the extent of capture for both Braidwood and Bungendore village (existing), although there could be some interest with Bungendore Greenfield. The extent of the Bungendore Greenfield area was developed after consultation with Council Planners and was based on likelihoods, trends and historical expressions of interest. It is no way intended to prejudge future Council Planning decisions. It simply represents the culmination of the best planning thinking of the time and seeks to legitimately capture contributions from any developments should they occur in these areas.

It is important to note that the charges identified in these draft plans can only be applied to the areas specifically identified in these plans. In the event that a proposal came from outside of any of these identified areas, Council would need to amend these plans prior to applying any charge or alternatively seek a special or local planning agreement on a case by case basis.

Development charges are calculated according to prescriptive DPIE guidelines. First and foremost, they consist of assessments of each area's existing and future capital headwork requirements in terms of dollars. Whereas any of these are within 30% of each other they must be agglomerated into a single weighted average charge. Table 1 below shows the results of this process for water supply as proposed in the attached draft plan. Note the agglomeration of charges for both Bungendore village (existing) and Braidwood.

Table 1 – Agglomeration of water supply service areas (ex Table 8-2 draft report)

Water supply Service Area	Capital charge 2019/20 (\$ per ET)	Percentage of highest capital charge DSP Area 1	Percentage of highest capital charge DSP Area 2	Agglomerated DSP area	Weighted average capital charge 2019/20 (\$ per ET)
Bungendore-Greenfield Developments	21,224	100%		Water Supply DSP Area 1	21,224
Bungendore	10,576	50%	100%	Water Supply DSP Area 2	10,205
Braidwood	9,433		89%		

Bungendore Greenfield is greater than 30% different to the others and therefore cannot be agglomerated. Its magnitude is reflective of the significant capital investment required to service that area.

9.6 Palerang Community Development Servicing Plans for Water Supply and Sewerage (Author: Hansen/Cunningham) (Continued)

Table 2 shows the final proposed Development Service Charges for water supply after the application of the reduction amount. The reduction amount is the net surplus from all annual charges (water) after the acquittal of operation, maintenance and administration charges.

Table 2 – Water supply development charge (ex Table 8-4 draft report)

Water supply DSP area	Service area covered	Weighted average capital charges 2019/20 (\$ per ET)	Reduction amount 2019/20 (\$ per ET)	Calculated developer charge 2019/20 (\$ per ET)
Water Supply DSP Area 1	Bungendore-Greenfield Developments	21,224	2,754	18,471
Water Supply DSP Area 2	Bungendore Braidwood	10,205	2,754	7,452

The situation proposed for sewerage is similar but with one important change. Table 3 below shows the initial capital charge calculation result.

Table 3 – Agglomeration of sewerage service areas (ex Table 8-2 draft report)

Sewerage Service Area	Capital charge 2019/20 (\$ per ET)	Percentage of highest capital charge DSP Area 1	Percentage of highest capital charge DSP Area 2	Agglomerated DSP area	Weighted average capital charge 2019/20 (\$ per ET)
Braidwood	26,519	100%	-	Sewerage DSP Area 1	26,519
Bungendore	16,274	61%	100%	Sewerage DSP Area 2	13,554
Bungendore-Greenfield Developments	13,091	-	80%		

Note the \$26,519/ET result for Braidwood, an outcome of its healthy spare headwork capacity but relatively low long-term growth expectations. As discussed at Council's workshop, this figure is considered to be a significant disincentive toward Braidwood's ongoing development prospects and so a cap is proposed in accordance with DPIE guidelines.

The application of a cap effectively reduces the calculated capital charge to a new target, in this case to a point that permits agglomeration across all three areas – that is, within the 30% threshold of the lowest other charge (Bungendore Greenfield). Table 4 below shows the outcome of this process and the resultant single agglomerated charge. Table 5 shows the final proposed charge after the application of the reduction amount.

9.6 Palerang Community Development Servicing Plans for Water Supply and Sewerage (Author: Hansen/Cunningham) (Continued)

Table 4 – Agglomeration of sewerage service areas – after capping (ex Table 8-3 draft report)

Sewerage Service Area	Capital charge 2019/20 (\$ per ET)	Percentage of highest capital charge DSP Area 1	Agglomerated DSP area	Weighted average capital charge 2019/20 (\$ per ET)
Braidwood	18,673	100%	Sewerage DSP Area	13,900
Bungendore	16,274	87%		
Bungendore-Greenfield Developments	13,091	70%		

Table 5 – Sewerage development charge (ex Table 8-5 draft report)

DSP area	Service areas covered	Weighted average capital charges 2019/20 (\$ per ET)	Reduction amount 2019/20 (\$ per ET)	Calculated developer charge 2019/20 (\$ per ET)
Sewerage DSP Area	Bungendore, Braidwood, and Bungendore – Greenfield Developments	13,900	3,489	10,411

An outcome of capping however is a reduction in income from development charges and it is here that the guidelines mandate that these must be recovered by way of a cross subsidy charge on the typical annual residential sewerage bills across all customers. For the purposes of that proposed above, and in the attached documents, this cross subsidy is estimated to be approximately an additional \$18 per typical residential bill.

Next Steps

In accordance with DPIE guidelines, the attached draft plans were independently audited by an approved consultant. Some minor changes were recommended and these have been included in the updated and attached drafts.

The next stage is a period of public exhibition. The guidelines require a minimum period of 30 working days together with a required advance exhibition period notice to some nominated peak development and housing bodies, as well identified developers. This latter requirement is already in the process of being satisfied.

At this stage it is proposed to place these documents on public exhibition commencing on Tuesday 28 April and concluding on 9 June 2020 (inclusive), with a view to presenting the final plans to Council for adoption at its ordinary meeting of 24 June 2020. At this time the former 2011 plans would be rescinded and these new plans would formally be in effect. The Department (DPIE) would then be advised, effectively registering the plans, at which time the process would be complete.

9.6 Palerang Community Development Servicing Plans for Water Supply and Sewerage (Author: Hansen/Cunningham) (Continued)

Implications***Legal***

The draft plans have been developed in strict accordance with s.64 of the Local Government Act 1993, s303 of the Water Management Act 2000 and the prescriptive guidelines set down by the regulator, the Department of Planning, Industry and Environment.

Policy

Maintains consistency with the aim of ensuring that Council's existing community is not burdened by the provision of water and sewerage infrastructure required as a result of future development.

Asset

The plans are based on the most detailed assessment yet of the infrastructure likely to be required to support the identified IWCM high growth rate scenario over the next 30 years. These details, together with costs, underpin the order and expected timeframes of the assets to be delivered to Council's ownership.

Strategic

The draft DSPs, through its long term financial plans, have identified the scale and order of works to be delivered over the next 30 years. The plans are an integral adjunct to overarching IWCM plan adopted in February 2019.

Engagement

The engagement requirements for these plans are quite prescriptive as they are laid out in the DPIE guidelines. At least 10 days prior to formal public exhibition Council is required to inform the Urban Development Institute of Australia and the Housing Industry Association of the impending exhibition period. In addition to this, it is required to *"..similarly inform any developer who had applied for planning approval, or for a compliance certificate under s.305 of the Water Management Act 2000 in the previous 6 months"*. These arrangements will be in place at the time of Council's meeting; at least to the extent of advising the parties that Council will be considering the matter of placing the documents on public exhibition. This 10 day requirement is also the reason for the nominated public exhibition commencement date of 28 April.

Insofar as the matter of the public exhibition period itself, the DPIE guidelines are equally prescriptive. The guidelines mandate a minimum period of 30 working days. This is the reason for the longer than might normally be expected 9 June closing date.

Financial

The draft plans are fundamentally about making sure that any consumption of existing surplus capital headworks and the provision of any future additional headworks are equitably funded from the benefitted parties and not existing customers. There may be issues with the timing of works versus available funds in which case bridging loans may be required. These have been taken into account in the supporting Long Term Financial Plans.

The charges proposed are expressed in 2019/2020 terms and would, if adopted, need to be adjusted on 1 July by CPI according to the arrangements contained in section 9 of each plan.

9.6 Palerang Community Development Servicing Plans for Water Supply and Sewerage (Author: Hansen/Cunningham) (Continued)

Resources (including staff)

For the most part these strategic works have been conducted on Council's behalf by specialised consultants. As the outcomes of the plans are ultimately realised (ie civil works) there may be an increased reliance on Council's own resources in the form of project management and construction works. At this stage these are considered to be within Council's capacity.



Integrated Plan

The DSPs represent an important subordinate document of the overarching IWCM for the Palerang Community Water and Sewerage Schemes. The next strategic document to follow will be a review of pricing arrangements. Here Council will be asked to consider a refreshed system of community wide pricing – a new system for the Typical Residential Bill (TRB). This will include components for water and sewerage access charges (both residential and non-residential) as well as usage charges such as \$/kL. The review is now well advanced and it is expected that a report will be coming to Council before the end of the current financial year.

Conclusion

The draft Palerang Community Water Supply and Sewerage Development Servicing Plans represent a significant body of work. They have been prepared in strict accordance to the DPIE guidelines and have been the subject of a detailed and independent external audit. The plans represent a fair and equitable means of attributing the water and sewer headwork costs associated with development not only between existing users and developers but also between competing developers. It also ensures that Council maintains control over the process and the type and order of infrastructure delivery. The draft plans are now ready for their public exhibition phase and this report recommends that this phase be permitted to commence.

Attachments

- | | |
|---|--|
| Attachment 1
 | Draft Palerang Community Development Servicing Plan for Sewerage
(Under Separate Cover) |
| Attachment 2
 | Draft Palerang Community Development Servicing Plan for Water Supply
(Under Separate Cover) |

9.7 Tender Recommendation for Bungendore Flood Risk Management Implementation Measure 1 - Contract 2020-19 (Ref: ; Author: Hansen/de Jongh)

File Reference: 104212-9

Summary

Tenders were called via TenderLink for construction of the Bungendore Flood Risk Management Implementation Measure 1 works. Four (4) tender submissions were received. Tenders were assessed and scored. The evaluation panel have completed the tender review process and recommended that the contract be awarded as recommended in the Tender Evaluation Report.

Recommendation

That Council award the tender for Contract 2020-19 for the Bungendore flood risk management implementation measure 1 works to Tenderer 4 as recommended in the Tender Evaluation Report when project approvals are obtained.

Background

Following the completion of the Bungendore Floodplain Risk Management Study in 2014, the Bungendore Floodplain Risk Management Plan (FRMP) was adopted by the former Palerang Council in 2014 (res 248/2014). The adopted Plan identified a series of works to mitigate flooding within the town. The adopted FRMP proposed three mitigation strategies:

- Removal of dense vegetation and creek re-shaping at the confluence of Turallo and Halfway Creeks (Measure 1)
- Upgrade of the existing Turallo Terrace levee (Measure 2)
- Construction of an overflow channel across Tarago Road (Measure 3)

In 2015 Palerang Council was successful in gaining grant funding to complete the design of the mitigation measures noted above. The Grant funded works have recently been completed including:

- The detailed design of the mitigation measures above,
- A Review of Environmental Factors (REF) including a heritage assessment,
- Consultation with Landholders.

The Detailed Designs and REF were presented to QPRC for information at the Ordinary Council Meeting on 27 March 2019.

Whilst each of the proposals are not reliant on each other, it is a reasonable suggestion that downstream works (mitigation measures 1) are completed before the upstream work (mitigation measures 2&3).

This tender includes the construction of the Measure 1 works.

**9.7 Tender Recommendation for Bungendore Flood Risk Management
Implementation Measure 1 - Contract 2020-19 (Ref: ; Author: Hansen/de Jongh)
(Continued)**

Grant funding was approved for these construction works by the NSW Government Department of Planning, Industry and Environment (DPIE) under the Floodplain Grants Scheme in November 2019.

Implications

Legal

Section 55 Of the Local Government Act 1993 requires that a Council invite open tenders before entering into contracts for projects over \$250,000.

Policy

The Tenders have been assessed as per QPRC procurement policies and the Tender Evaluation Plan.

Environmental

A Review of Environmental Factors (REF) has been produced for the works. This REF was presented to Council for information at the Ordinary Meeting on 27 March 2019. The REF was received for information.

It is a condition of the contract that the contractor comply with the requirements of the REF.

Social / Cultural

The objective of these works is to reduce the impact of flooding in Bungendore.

Economic

The project should reduce property damage experienced as a result of flooding in Bungendore.

Engagement

Impacted private land owners have been consulted and their approval obtained for the works. Consultation with the land owner will be ongoing for the duration of construction.

NSW Department of Primary Industries – Fisheries consulted to obtain approvals for dredging and reclamation works. The approvals process is currently ongoing. Construction works will not commence prior to obtaining approvals.

NSW Department of Planning, Industry and Environment – Crown Lands consulted to obtain approvals for works on crown land. The approvals process is currently ongoing. Construction works will not commence prior to obtaining approvals.

Financial

The project will receive 2:1 ratio grant funding from the NSW Government Department of Planning, Industry and Environment (DPIE) under the Floodplain Grants Scheme. The maximum funding amount listed in the grant application is \$558,746. This yields a total maximum project budget of \$838,119, with Council providing \$279,373.

Internal Council staff costs are not covered by the grant funding.

**9.7 Tender Recommendation for Bungendore Flood Risk Management
Implementation Measure 1 - Contract 2020-19 (Ref: ; Author: Hansen/de Jongh)
(Continued)**

Program Code	Expense Type	Funding source		Amount
104212	Capital	Floodplain Grants Scheme	\$	558,746
104212	Capital	Council contribution	\$	279,373

Resources (including staff)

Council's Contracts and Projects Staff will manage the project.

Conclusion

The tenderer who best satisfied the selection criteria for construction of the Bungendore flood risk management implementation measure 1 works, was found to be Tenderer 4. It is recommended that Tenderer 4 be awarded the contract to undertake this work.

Attachments

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

9.8 Select Tender following Expression of Interest - Bungendore Roundabout
(Author: Hansen/de Jongh)

File Reference: 102076-9

Summary

A Select Tender process following Expression of Interest is proposed to expedite engagement of a construction contractor for the Bungendore Roundabout project. This is to allow construction works to be carried out outside of peak periods (between ANZAC Day and the NSW September School Holidays) and minimise the impact on holiday traffic and local businesses in Bungendore.

Recommendation

That Council resolve to call Select Tenders following an Expression of Interest for the Bungendore Roundabout project.

Background

The "Give Way" intersection of Malbon St and Molonglo St in Bungendore experiences significant traffic congestion, particularly during school holiday periods, with long delays to turn. In order to address this issue a roundabout is proposed to be constructed at the intersection to reduce congestion and improve safety for all road users, including cyclists and pedestrians.

Funding for the project has been sourced from the NSW Government's Monaro Palerang Roads Program.

The Concept Design received "in-principle approval" from TfNSW in February 2020. Detailed Designs are currently being prepared by engineering consultancy WSP and are expected to be completed in late April / early May.

The roundabout is planned to be constructed between Anzac Day and the NSW September School Holidays. This is to minimise the impact on holiday traffic by constructing the roundabout outside of peak travel periods. Delays in producing the final designs and obtaining approvals mean that the main construction works may not commence until late June / early July. An early works package is proposed which can commence in late April. This will involve works on Council utilities (water and sewer) as required by Council personnel to prepare for the roundabout construction.

In order to reduce the risk of further delays to the main works, it is proposed that a Select Tender process be initiated following an Expression of Interest (EOI) for construction of the roundabout. This will enable the designs to be completed during the Tender and EOI process and will reduce tender assessment timeframes by splitting the assessable criteria between the Select Tender and EOI. The tender assessment period will also be condensed by limiting the number of submissions to only contractors deemed appropriate to carry out the works.

**9.8 Select Tender following Expression of Interest - Bungendore Roundabout
(Author: Hansen/de Jongh) (Continued)**

Implications***Legal***

Section 55 Of the *Local Government Act 1993* requires that a Council invite open tenders before entering into contracts for projects over \$250,000.

Section 168 of the *Local Government (General) Regulation 2005* states that a Council may invite select applicants to tender on a proposed contract following consideration of applications received as part of an expression of interest.

Policy

Submissions would be assessed in accordance with QPRC procurement policies.

Environmental

A draft Review of Environmental Factors (REF) has been prepared by NSW Public Works Advisory for the roundabout construction. There are no significant risks to ecology or biodiversity.

Significant trees in the vicinity of the intersection will be retained as part of the works.

Economic

Construction of the roundabout is planned to take place outside of peak holiday seasons. This is to minimise disruption to holiday traffic and will also minimise impact on local businesses. Closure of the intersection will be avoided as much as is practicable to avoid impact on local businesses. The risk of closure is mitigated by using an asphaltic pavement for construction of the roundabout which can be installed quickly and trafficked almost immediately.

Engagement

Consultation has been carried out with the following groups at various stages of the project:

- Transport for NSW
- Adjacent landowners and business owners
- Bungendore Town Centre and Environs Committee

Consultation has resulted in some specific inclusions in the design such as a garden bed in the central island of the roundabout and wind rated light columns (to support banners).

Loss of on-street parking is a key concern for adjacent land and business owners and as such parking has been maximised in the designs.

Consultation with adjacent landowners will continue throughout pre and during construction to advise them of the timing of construction activities and any potential road closures.

Financial

Funding for the project has been sourced from the NSW Government's Monaro Palerang Roads Program. The estimated project value is \$2.5 million.

**9.8 Select Tender following Expression of Interest - Bungendore Roundabout
(Author: Hansen/de Jongh) (Continued)**

Resources (including staff)

The project will be managed by QPRC Contracts and Projects staff.

Conclusion

A Select Tender process following an Expression of Interest will allow the prompt engagement of a construction contractor for the Bungendore Roundabout project which will reduce the risk of disruption to holiday traffic and businesses in Bungendore.

Attachments

Nil

9.9 Abbeyfield Project Bungendore (Author: Knight/Warne)

File Reference:

Summary

In July 2017 Council agreed to provide a site for the development of independent living for low income seniors at Bungendore. Abbeyfield now require a long term lease for the site in order to commit to government funding for the project.

It is now appropriate that the Council agree to the execution of a long term lease for the project.

Recommendation

That:

1. The report be noted.
2. Council agree to enter into a 50 year lease with Abbeyfield for the use of Council land at 4 – 6 Majara St, Bungendore for the development of a 12 – 14 unit complex for independent living for low income seniors.
3. The rental be \$1 per annum when and if demanded.

Background

In July 2017 the Council adopted the following:

- *Offer the Council-owned property at 4-6 Majara Street, Bungendore, to Abbeyfield Bungendore to enable the development planning, application and construction of a 12- 14 unit, independent living housing project for seniors on low incomes.*
- *Offer the subject property to Abbeyfield Bungendore on a long term ground lease at nominal rent, subject to successful development approval and subject to substantial commencement within five years.*
- *Identify in the draft Bungendore Structure Plan suitable land for possible use as an ambulance station, emergency services or the like.*

9.9 Abbeyfield Project Bungendore (Author: Knight/Warne) (Continued)

For background purposes a copy of the concept is attached. A concept plan is also shown hereunder:



AREA

BUILDING AREA	869 SQM
GFA	804 SQM
ENTRY/PORCH'S & CARPORT	80 SQM

ROOM AREAS

ROOMS	PROPOSAL AREA	BRIEF AREA
GUEST/ RESPITE ROOM / ROOM 1	33 SQM	12 SQM
ROOMS 2-13	33 SQM	27 SQM
HOUSEKEEPERS FLAT	70.5 SQM	70 SQM
LOUNGE ROOM	25.6 SQM	25 SQM
KITCHEN	15.5 SQM	15 SQM
DINING	31.3 SQM	30 SQM
LAUNDRY	12 SQM	12 SQM
GAMES ROOM	32.9 SQM	25 SQM
BATHROOM	12.2 SQM	N/A
STUDY	15 SQM	15 SQM
ENTRY	11.7 SQM	5 SQM
PANTRY	7 SQM	5 SQM

Discussions has recently been held with the CEO of Abbeyfield requesting the lease be finalised in order that they can progress the project.

It was advised that Abbeyfield’s preference is to obtain the longest lease period possible, together with an option to renew – this will assist not only with funding initiatives to develop the Abbeyfield house, but also secures the financial viability of the house and provides security for future house residents.

Abbeyfield is happy with a 50 year lease and advised that most of their leases are for 50 years.

The proposed site at 4 – 6 Majara St Bungendore is classified as *operational land* under the *Local Government Act 1993* so can be dealt with under commercial terms and there is no time limitations as with *community land*.

Most Council leases are for *community land* where the maximum lease length permissible is thirty (30) years subject to ministerial approval. Most of our commercial leases are for five to ten year tenure with extension options.

Implications***Legal***

A commercial lease will be prepared for the property.

Council requirements of July 2017 - namely being subject to a successful development approval and substantial commencement within five years, can be incorporated into the lease.

Environmental

Abbeyfield will need to get the appropriate approvals for the development.

Asset

The land will remain an asset of Council but the buildings and infrastructure will be Abbeyfield assets.

Social / Cultural

The facility will expand the options for low cost seniors housing at Bungendore and is a worthwhile community initiative.

Economic

The facility should provide some additional local employment opportunities at Bungendore during the construction phase and once operational.

Financial

The only costs to Council will be lease preparation which can in the main will be handled in house. It is proposed that an annual rental of \$1 be levied if and when demanded.

Conclusion

Abbeyfield needs a lease in place to progress funding for the project and it is considered that a 50 year lease would be suitable for their purposes.

Attachments

Attachment 1 Concepts - Abbeyfield Bungendore (*Under Separate Cover*)



File Reference: 43.2.1-15

Summary

The purpose of this report is to adopt the 2020-21 Draft Revenue Policy for a period of public exhibition.

Recommendation

That Council:

- 1. Endorse the Draft 2020-21 Revenue Policy for public exhibition from 24 April to 1 June 2020.**
- 2. Note that in accordance with sections 520 and 531 of the *Local Government Act*, written notice of subcategory changes will be provided to each rateable person.**
- 3. Prepare additional consultation resources to provide information about land revaluation and the impact on individual rates assessments, to be timed with the release of new land values by the NSW Valuer General.**
- 4. Revise and harmonise water, wastewater and waste charges to commence from 2021/22.**
- 5. Note the deferral of stormwater charges for Bungendore and Braidwood until 2021/22.**

Background

The Draft 2020-21 Revenue Policy incorporates changes that will impact ratepayers' rates notices in the following ways:

- Council's total rates income for the year will be increased by the rates peg of 2.6%. The rates peg is not the amount that each individual rates assessment can increase, but the increase in the total rates income that Council receives.
- Under rates harmonisation, the creation of a uniform structure will mean that some rates increase, and some decrease in the first year.
- The NSW Valuer General values land every three years. All properties were revalued this year, and the new values will be used for rating from 1 July 2020 to 30 June 2023.
- Annual charges for water, sewer and waste, will also be increased by 2.6%, as will discretionary user charges and fees.

Council has participated in a series of workshops and briefing sessions and considered the following critical factors to inform its view on the major revenue and rating principles and set revenue strategy objectives:

- Long term revenue requirements to meet the financial sustainability criteria
- Mix of revenue from rates, annual charges and user fees and charges

9.10 Draft Revenue Policy 2020-2021 (Ref: ; Author: Knight/Monaghan) (Continued)

- Relative similarities and differences in the rating structures of the former Councils and how changes will impact ratepayers
- The principles of equity, simplicity and efficiency for a new revenue strategy.

Rates harmonisation has been a major focus for the development of the draft 2020-21 Revenue Policy, with Council's resolution to provide one, equitable rate structure for the entire local government area.

Council's objective throughout this process has been to develop a rate structure that distributes the rates burden fairly across the local government area, balanced with the need to reduce the extent of a sudden, unexpected impact for the majority of ratepayers.

Several propositions were put through a rate modelling process to develop the most appropriate rating structure. Council assessed each proposal against the principles of equity, simplicity and efficiency, and ultimately resolving its preferred rate structure for broad community engagement.

The equity principle was considered in two ways:

- Ratepayers who have more access to, make more use of and benefit more from services should pay a higher rate.
- Ratepayers who have less capacity to pay rates should pay a lower rate.

The proposed rate structure included within the attached draft 2020-21 Revenue Policy is the preferred structure that was resolved by Council at the February meeting. It follows a principles based approach with:

- Sub-categorisation for local communities with unique characteristics and different public infrastructure and Council services
- the ad valorem amount is set to recover the nett cost of infrastructure maintenance or renewal
- the base amount is set to recover the nett cost of services and operations

The total rates yield by category and sub-category is consistent with the 2019-20 rates yield.

In this way, all assessments pay a proportionate share toward the cost of infrastructure based on their land value and the base charge is used to set a pricing difference for the type, quality and scope of services provided in those localities.

Implications***Legal***

Section 404 of the *Local Government Act* and Clause 201 of the *Local Government (General) Regulation* provides the minimum content that must be included within the Council's annual statement of Revenue Policy.

The legislative framework for setting rates and designing rating structures is set out in Part 3 of the *Local Government Act 1993*.

9.10 Draft Revenue Policy 2020-2021 (Ref: ; Author: Knight/Monaghan) (Continued)

In accordance with sections 520 and 531 of the Act, Council must provide notice of any change in subcategory to each rateable person. The notice must be provided in the approved form and state that each person has the right to apply to Council for a review.

Policy

The objective of Council's Revenue Policy is to effectively and equitably manage revenue raising to support service level and asset management decisions and to ensure ongoing financial sustainability.

Engagement

Community engagement began in December 2019 with the formation of a Community Reference Panel which provided detailed feedback and recommendations to Council, to inform the decision-making process for the selection of a preferred rate structure.

In forming their opinion, the community reference panel participated in a series of briefing sessions and were provided with comprehensive information about the rates harmonisation work that Council had previously undertaken.

The Community Reference Panel recommendations were considered at a further Council workshop, and the preferred rate structure was endorsed for broad community consultation in February 2020. The panel had recommended the rate structure follow a principles based approach with:

- sub-categorisation for local communities with unique characteristics and different public infrastructure and Council services
- the ad valorem amount set to recover the cost of infrastructure
- the base amount set to recover the cost of services and operations.

Resources were placed on Council's Your Voice website and at Council's customer service centres including fact sheets, FAQs, YouTube video explanations, subcategory maps and links to relevant Council policies. It has been important to promote the availability of Council's strong Financial Hardship and Assistance Policy.

A survey link was attached to the website, with all respondents asked to provide feedback on whether the rate structure presented distributes the rates burden fairly across the local government area.

The rates harmonisation project and community engagement was promoted widely over the six week period with information and links placed on social media, and through media releases in the local news. Letters were sent to community associations, who also advertised the rates harmonisation project and requested community feedback through their local networks and community newsletters. Fortnightly advertisements were placed in local newspapers and the rates harmonisation project was mentioned in the Mayoral column, as well as the published QPRC newsletter.

The planned community drop-in sessions were cancelled due to COVID-19, and a Facebook live event was planned as an alternative option - however this did not proceed due to lack of interest from the community. Staff have emailed all local community association contacts with a request that any person with any questions or wanting to provide any feedback be encouraged to contact the rates team directly for a phone discussion. It is proposed that this opportunity continue to be promoted during the Revenue Policy exhibition period.

9.10 Draft Revenue Policy 2020-2021 (Ref: ; Author: Knight/Monaghan) (Continued)

Council's community engagement approach has been comprehensive, so that by the end of the consultation period the community have had the opportunity to be well informed, and were able to express their views about the rates harmonisation decisions facing Council.

When the draft rate structure is endorsed for public exhibition with the Revenue Policy, there is a further statutory requirement that where there has been a subcategory change affecting any ratepayer, the ratepayer be informed in writing, and provided an opportunity reviewed. This process creates an additional opportunity for Council to communicate with ratepayers, to clarify any confusion about rates sub-categorisation.

The results of the community engagement including the detail of all submissions is included in the attached report, together with one late submission that was received separately.

The following table summarises responses received to the question: *Does the proposal distribute the rates burden across the LGA equitably?*

Response	Number
Yes: Distributes rates equitably	6
No: Urban ratepayers should not subsidise rural / remote ratepayers	2
No: Rural land does not get an equivalent level of service to urban land	4
No: Council's rates are too high.	1
No: Disagree with rates principles; there should be no subcategorisation	1
No: Not enough access to services for blind people	1
No: Googong rates unfairly high	1
No: (other)	1
Unclear / other response	11
	28

Recommendations responding to the responses are detailed in the table of detailed responses and include:

- Recommend additional fact sheets providing information about land revaluation and the impact on individual assessments, noting that revaluation does not increase Council's total rates income but that it does create a redistribution affect if proportional property values change.
- Recommend additional communication to clarify sub-categorisation for ratepayers.

Financial

The draft 2020-21 Revenue Policy does not change the annual notional rate yield, which is only influenced by the 2.6% rate peg set by IPART. Instead of an SRV, the 2018-28 long term financial plan relies on dividends derived from the operations of the Queanbeyan Water and Sewer Funds, for general expenditure or debt servicing in the Queanbeyan area. Adoption of the IWCMP is required in advance of the application of dividends.

Council is yet to consider the IWCMP for Queanbeyan and the revised Waste Strategy. Water, wastewater and waste charges will be reviewed and harmonised during 2020-21 to commence from the following financial year.

9.10 Draft Revenue Policy 2020-2021 (Ref: ; Author: Knight/Monaghan) (Continued)

In light of the COVID pandemic, at its meeting on 8 April, Council resolved to defer the commencement of stormwater charges for Bungendore and Braidwood until 2021-22.



An update of the long term financial plan will be the subject of a future Council workshop and report.

Conclusion

Adoption of a harmonised rate structure sets the foundation for an ongoing process to continue the ongoing review and alignment of Council's financial and revenue strategies.

The next steps will be informed by strategic business planning to set future annual charges for Water, Sewer, Waste and Stormwater, taking into account the community's long term infrastructure requirements.

Attachments

- | | |
|--|---|
| Attachment 1 | Draft 2020-2021 Revenue Policy (<i>Under Separate Cover</i>) |
|  Attachment 2 | Rates Harmonisation Community Consultation Report (<i>Under Separate Cover</i>) |
|  Attachment 3 | Separate submission to rates harmonisation community engagement (<i>Under Separate Cover</i>) |

9.11 Financial Assistance Policy - Drought, Bushfire, COVID-19 (Author:
Tegart/Monaghan)

File Reference: 43.2.1-16

Summary

The draft Financial Assistance Policy – Drought, Bushfire, COVID 19 is an extension of Council’s existing Hardship Policy provisions and has been developed in accordance with the previous resolutions of Council.

Recommendation

That Council endorse the draft Financial Assistance Policy – Drought, Bushfire, COVID-19, and place it on public exhibition for 28 days to seek community comment prior to reporting back for consideration of submissions and its final adoption.

Background

Like most communities, Queanbeyan-Palerang has been significantly impacted by the Coronavirus (COVID-19) shutdown restrictions, and ratepayers, sporting clubs, community organisations and businesses that Council interacts with and collects revenue from are facing a financial crisis.

At the April Planning and Strategy Meeting, Council resolved to extend hardship provisions for residential and business ratepayers suffering under the COVID-19 pandemic, similar to previous Council resolutions that extended hardship relief for drought and bushfire affected ratepayers.

The draft Financial Assistance Policy – Drought, Bushfire, COVID 19 is an extension of Council’s existing Hardship Policy provisions, and reflects previous Council resolutions. It contains provisions to support the community and is not intended to replace existing hardship policy provisions, but to assist individuals, businesses and community groups in the short term and medium term, as the current hibernation of the economy persists, and through their recovery process.

Implications

Legislative

Council can provide financial assistance in accordance with section 356 of the *Local Government Act*. This may include financial assistance to private individuals where the financial assistance is part of a program and at least 28 days public notice of the council’s proposal to pass the necessary resolution has been given.

Engagement

This draft policy has a strong public interest element and as such it is recommended that it be placed on public exhibition to seek community feedback on its provisions. This feedback will be reported back to Council for consideration prior to the policy’s final adoption at the May Council meetings.

**9.11 Financial Assistance Policy - Drought, Bushfire, COVID-19 (Author:
Tegart/Monaghan) (Continued)**


Financial

Other than the estimated reduced revenues incorporated into the draft Budget, it is difficult to estimate the financial and cashflow impacts on rates, rents and donations until requests are received and processed. Initial and high level estimates were provided to the April Planning and Strategy meeting, and additional analysis and reporting will be provided to a future Council workshop.

Conclusion

The draft Financial Assistance Policy – Drought, Bushfire, COVID-19, outlines Council's current resolutions in one policy document. Following exhibition, the policy will be reported back to Council with any submissions, for adoption.

Attachments

Attachment 1  Draft Financial Assistance Policy, Drought, Bushfire, COVID-19 (*Under Separate Cover*)

File Reference: 43.3.1

Summary

In accordance with the *Clause 212 of the Local Government (General) Regulation 2005*, this Investment Report is presented to Council on a monthly basis. This report presents the investment result for March 2020.

Recommendation

That Council:

- 1. Note the investment return for March 2020 was $-\$1,760,101$.**
 - 2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Queanbeyan-Palerang Regional Council's Investment Policy.**
 - 3. Receive the Investment Report for the month of March 2020.**
-

Background

Cash and Cash Equivalent Investments

A list of Council's cash and investments as at 31 March 2020 is detailed in the attached Investment Report Pack.

Over the last 12 months, Council's portfolio produced an annualised rate of return of 1.46%, outperforming the benchmark Bank Bill Index by 0.23%.

As at 31 March 2020, the principal amount invested was \$204,833,315 and the year to date return was \$1,678,707 which is 39% of Council's revised annual budget.

Market Update

The average 30 day BBSW rate for March 2020 was 0.54%.

After the Reserve Bank (RBA) cut the cash rate twice in March, the Board elected to keep the cash rate at the new record low of 0.25%. Together with these cuts, the Board announced extraordinary measures, including the launch of its first ever quantitative easing program and providing a three year funding facility for Australian banks to access cheap loans, to help cope with the impact of the coronavirus-driven recession. The purchase of Commonwealth Government bonds to cap the 3 year rate at 0.25% effectively anchors the rate from cash to 3 years at this level for the foreseeable future.

The negative economic impact of the COVID-19 pandemic continues to weigh on TCorp managed funds with heavy losses borne by both the Long and Medium Term Growth Funds.

Of the total investment portfolio of \$204.8 million, Council holds \$23.5 million in TCorpIM long and medium term funds.

The TCorpIM Long-Term Growth Fund invests across major listed asset classes, with 60-100% directed to growth assets including equity, and 0-40% to defensive assets such as foreign currency. It has declined in value approximately 6% over the past 12 months. Returns over three and five years are around 3% per annum. These longer term returns have been dragged down by an estimated month to date loss of 14%.

9.12 Investment Report - March 2020 (Ref: ; Author: Monaghan/Drayton) (Continued)

The TCorpIM Medium-Term Growth Fund contains 35-65% growth assets and 35-65% defensive assets. It has declined approximately 3% over the past 12 months. Returns over three and five years are around 2% per annum (positive). These longer term returns have been dragged down by an estimated month to date loss of 9%.

Attached is the latest TCorp market update providing information on the Australian and Global economies and how TCorp is managing their funds during this period of instability.

Implications***Legal***

Council's investments as listed in Table 2 of the attached Investment Report Pack comply fully with section 625 of the *Local Government Act 1993*, clause 212 of the Local Government General Regulations 2005, and Council's Investment Policy. Certified by Kate Monaghan, Responsible Accounting Officer, 09/04/2020.

Policy

The Investment Policy was adopted by Council on 22 May 2019 and is next due for review in May 2020.

Following the recent rating downgrade of Australia's four major banks by rating agency Fitch, Council staff will continue to liaise with Council's investment adviser, Laminar Capital to ensure policy remains appropriate and that Council's investment portfolio is fully compliant with this policy.

Financial

As at 31 March 2020, the 2019/20 Financial Year investment return amounted to \$1,676,466. The investment returns are added to the associated restricted funds (e.g. development contributions) that form Council's investment portfolio.

The TCorpIM Long Term Growth and Medium Term Growth Funds both had a negative return (-\$1,399,360.95 and -\$635,406.77 respectively) in March 2020.

While these funds are exposed to additional investment risk in order to generate higher potential returns, they are structured with longer term time horizons. The minimum advised investment time frame for the MTGF is 3-7 years and 7+ years for the LTGF.

Council's investment portfolio is well diversified having defensive asset classes to offset these growth assets.

Despite the expectation of economic volatility continuing until the COVID-19 crisis abates, Council's investment adviser, Laminar Capital maintains its recommendation to retain these funds in keeping with the long term nature of these products, and to allow for market correction over time.

Attachments

Attachment 1 March 2020 - Investment Report Pack (*Under Separate Cover*)



Attachment 2 TCorp Market Update 9 April 2020 (*Under Separate Cover*)



9.13 Draft Operational Plan and Fees and Charges 2020-21 (Ref: ; Author: Tegart/Tozer)

File Reference: 51.1.1-01

Summary

Council's draft Operational Plan and Fees and Charges have been developed by staff over the past few months, including a workshop with councillors and is now presented to Council, prior to being placed on public exhibition.

The Office of Local Government advised on Friday 17 April that councils had a one-month extension to adopt their Operational Plans for 2020-21. The deadline is now 31 July 2020. Unless directed by Council, QPRC will still aim to adopt the Operational Plan at its June Ordinary meeting.

The draft Revenue and Pricing Policy is addressed in a separate report.

Recommendation

That Council endorse the draft Operational Plan and Fees and Charges for public exhibition from 24 April until 1 June 2020.

Background

NSW councils are required to prepare a suite of Integrated Planning documents. This suite is headed by the 10-year Community Strategic Plan (CSP), which is generally referred to as the community's aspirational document which sets the high level priorities for Council to focus on. The CSP was adopted in September 2017 and formed the basis for Council's three-year Delivery Program 2018-21. The Delivery Program 2018-21 was adopted in June 2018.

Informing the organisation's capacity and capability to deliver the projects, programs and services outlined in the Delivery Program that Council will undertake during its term in office, is the Resourcing Strategy, which comprises the Long Term Financial Plan, Workforce Strategy, Asset Strategy, Risk Strategy and ICT Strategy.

Each financial year, Council is required to develop an Operational Plan, which is effectively a more detailed one-year sub-plan of the Delivery Program. The Operational Plan includes the detailed budget for the upcoming financial year, including cost of services and capital works program. The Revenue Policy and Fees and Charges complement the Operational Plan.

Councillors were presented with the key features of the Operational Plan, Revenue Policy and Fees and Charges at a workshop in early April. The draft documents are now presented for Council prior to the public exhibition period being undertaken.

2020-21 Operational Plan

The 2019-20 budget, which is featured in the Operational Plan, shows an operating surplus of \$3.3m before capital, and a nett loss of \$422k after capital, in turn reducing unrestricted cash.

The budget has been heavily impacted by the bushfires that ravaged Braidwood, Nerriga, Araluen and surrounds in November-January and the COVID-19 pandemic. Discretionary fee income is anticipated to yield \$500k below normal expectations, and has been reflected in the draft budget. Council has also operated a Bushfire Recovery Centre in Braidwood since January 2020, providing advice and concierge assistance to residents who suffered property loss or damage.

9.13 Draft Operational Plan and Fees and Charges 2020-21 (Ref: ; Author: Tegart/Tozer) (Continued)

COVID-19 has impacted Council's businesses operating from facilities closed down by Government Orders, reducing income and placing strain on the capacity of the organisation. A large portion of Council's services remain functional, with staff being redeployed into essential areas, where possible. Council has also developed a COVID Kindness call centre to provide referral services for vulnerable community residents.

Council is planning to undertake around \$167m worth of capital works in 2020-21. This includes some projects that have been carried over from the 2019-20 financial year. The high volume of grants received by Council over the past 2-3 years has placed pressure on the organisation's resources to deliver infrastructure and projects necessitating an increase full time equivalent staff by around 50 since the merger.

As per legislation, Council is required to review its Delivery Program every 12 months. An appendix has been added to the Operational Plan to highlight the changes to the Delivery Program from what was adopted in June 2018. The next Delivery Program will be developed following the (deferred) elections in 2021/22.

Fees and Charges

The majority of Council's fees and charges will increase by 2.6%, the same as the rate peg limit set by the NSW Independent Pricing and Regulatory Tribunal.

Implications***Engagement***

Due to COVID-19 restrictions, Council is unable to progress the normal engagement approach for the draft Operational Plan. As such, staff will be utilising a number of online engagement methods during the engagement period.

These may include:

- Online Q&A sessions
- Videos with key staff explaining projects and initiatives.
- Live streamed community meeting, with possibility for public interaction

Council will continue to communicate the exhibition period via its website, media releases, targeted emails, newspaper advertisements, letters to local community groups and associations and more.

Financial

Since the budget workshop with councillors, staff have conducted a further review of income and expense items, and have identified a mis-classification. The figures that were presented at the Council workshop had allocated Roads to Recovery expenses as operational, and Roads to Recovery income as capital. These items have now been correctly assigned and have improved the Council's operating result; but has had no effect on the Council's cash position.

**9.13 Draft Operational Plan and Fees and Charges 2020-21 (Ref: ; Author:
Tegart/Tozer) (Continued)**

Conclusion

The draft Operational Plan promotes a budget nearing \$300m, continues the introduction of a budget statement, property and debt addendum, and adds key project charts, engagement calendar and recognises the impact of drought, bushfire and COVID on the community, business and Council activity.

Attachments

Attachment 1 Draft Fees and Charges 2020-21 (*Under Separate Cover*)



Attachment 2 Draft Operational Plan 2020-21 (*Under Separate Cover*)



9.14 Queanbeyan CBD - Monaro Street Project (Ref: ; Author: Tegart/Tegart)

File Reference:

Summary

The local member and Deputy Premier, the Hon John Barilaro, has recently announced a \$10m grant to assist the refurbishment of Monaro Street (Kings Highway) between Lowe and Crawford Streets, with a co-contribution of \$5.5m from Council.

The scope of works and preliminary concepts is outlined in the QCBD Masterplan, and is subject to detailed design and consultation this year, with construction to follow.

Recommendation

That Council:

- 1. Thank the NSW Government and accept the offer of grant of \$10m for the Monaro Street refurbishment.**
 - 2. Arrange loan funding of \$5.7m as co-contribution for the project.**
 - 3. Engage with business, property owners and relevant agencies to prepare design and detailed estimates; and through the construction phase.**
-

Background

Council published its business case in 2018 for the QCBD transformation and submitted a grant proposal to the NSW Government to assist funding the Monaro Street refurbishment – listed as Stage 5 in the CBD Masterplan.

Since then, Council considered reports bringing forward other Stages of the CBD works to attract grant funding, being the construction of Morisset multilevel carpark (July 2019) and part of the Monaro Street Stage (August 2019). At that meeting Council resolved in part to:

- 1. Note the report and endorse the revised scope of works for the Monaro Street Corridor and Poets Laneway.*
- 2. Accept and reassign the potential offer of up to \$10m grant from the NSW Government to the Stage 5 Monaro Street Corridor (Crawford/Lowe section).*
- 3. Raise debt of \$5.7m, and update the long term financial plan accordingly.*
- 4. Liaise with NSW Transport (RMS) regarding design, traffic management and further funding to enable the next section of the Monaro Street Corridor to progress.*

The grant was subsequently formally announced in April 2020, and represents a timely injection of construction funding into a CBD quietened by the COVID pandemic and relieved of heavy traffic with the opening of the Ellerton Drive extension.

**9.14 Queanbeyan CBD - Monaro Street Project (Ref: ; Author: Tegart/Tegart)
(Continued)**

The concept and estimates associated with the 2019 report is attached, with both the design and budget to be updated following business and community engagement, TNSW feedback and call for relevant tenders.

Implications**Asset**

Monaro Street (Kings Highway) is a State Road managed by Transport for NSW. While Council has undertaken repairs with the assistance of TNSW, the sections of the road from Queens Bridge to Lowe Street has not had any significant refurbishment for years. Notwithstanding the installation of median plantings and pedestrian refuges by Council pursuant to the 2009 Masterplan, the management of safe pedestrian movement across the dual lanes has been problematic. The noise, dust and vibration from heavy vehicle movements has distracted private redevelopment of property along Monaro Street, and stifled retail activity as highlighted in the Retail Growth Strategy.

While concepts for Monaro Street included in the 2019 Spatial Masterplan are to be refined with detailed design, changes to traffic signalling are not contemplated until the next stage of works towards the bridge are progressed.

The laneway connectors will be designed and landscaped in the thematics established with the Place Plans.

Engagement

Property owners and business along that section of Monaro St, laneway and intersections will be directly engaged through the design and construction phases.

Financial

As reported to the August 2019 meeting, loan borrowings of \$5.7m are proposed as co-contribution to the grant. TCorp indicates interest rates between 2-2.5% fixed over 20 years, at an annual P&I payment of \$365k.

Conclusion

The \$10m grant announced in April 2020 provides for works envisioned in the CBD Transformation Strategy and Masterplan, and represents a timely injection of construction funding into a CBD quietened by the COVID pandemic and relieved of heavy traffic with the opening of the Ellerton Drive extension.

Attachments

Attachment 1 Monaro Street - Concept (*Under Separate Cover*)



Attachment 2 Preliminary Estimate (*Under Separate Cover*)



10.1 Summary of Maintenance Grading and Gravel Resheeting Activities - Quarter 3, 2019/20 (Ref: ; Author: Hansen/Cooke)

File Reference: 631099

Report

Council's maintenance grading of unsealed roads recommenced on Wednesday 13 February 2020 after an extended dry spell and bushfires forced the regular schedule to be temporarily suspended. Following the flood event in mid-February, Council engaged an additional four contracted maintenance grading teams to assist catching up with the regular program. The contracted crews are working on flood-damaged roads, while Council's two maintenance grading crews' work on the backlog of maintenance grading.

Since the recommencement of the grading program, including the additional flood damage contract crews, the following roads have been maintenance graded:

Road Name	Completion Date	Length (km)
Butmaroo Road	02/04/2020	11.49
Hoskinstown Road	01/04/2020	9.27
Columbo Road	01/04/2020	4.51
Harolds Cross Road	31/03/2020	7.1
Bombay Road	30/03/2020	0.99
Dawsons Lane	30/03/2020	2.18
Woolcara Lane	27/03/2020	11.75
Gumms Road	27/03/2020	3.25
Tally HO Road	27/03/2020	4.98
Station Street	26/03/2020	0.67
Gladys Street	26/03/2020	0.25
Vernelly Road	26/03/2020	1.45
Sandholes Road	25/03/2020	3.07
Williamsdale Road	24/03/2020	6.58
Little Bombay Road	24/03/2020	3.93
Reservoir Lane	24/03/2020	1.42
Little Bombay Road	24/03/2020	5.7
Captains Flat Road	19/03/2020	19.94
Saleyards Lane	19/03/2020	0.51
Charleys Forest Road	18/03/2020	22.66
Ingledow Road	18/03/2020	4.55
Gidleigh Lane	17/03/2020	6.82
Burra Road	12/03/2020	4.2
Mountain Creek Road	12/03/2020	2.45
Urila Road	11/03/2020	18.29
Mount Fairy Road	09/03/2020	7.28
Cargill's Lane	03/03/2020	3.73
Narranghi Road	28/02/2020	0.22
Sandhills Road	25/02/2020	2.8
Tomboye Road	19/02/2020	3.06
Nerriga Road	18/02/2020	17.17

10.1 Summary of Maintenance Grading and Gravel Resheeting Activities - Quarter 3, 2019/20 (Ref: ; Author: Hansen/Cooke) (Continued)

The primary focus since maintenance grading resumed on 13 February 2020 has been to reinstate Council's unsealed pavements back to a fair condition. Therefore, there has not been any gravel resheeting undertaken since the commencement of the fires in November 2019. The following list is the gravel resheeting completed this financial year:

Road Name	Distance Resheeted
Charleys Forest Road	2km
Jerrabattgulla Road	1km
Rossi Road	500m
Williamsdale Road	1.2km
Burra Road	1km
Urila Road	2km
Woolcara Lane	1km
Monga Lane	1km
Northangera Road	1km
Jinglemoney Road	1km
Mayfield Road	1km
Lake Road	1km
Burden Drive	3km
Clare Lane	1km
Stewarts Crossing Road	1km

Recommendation

That the report be received for information.

Attachments

Nil

10.2 Successful Community Building Partnership Program 2019 Funding Application - Fernleigh Park (Ref: ; Author: Richards/Mirowski)

File Reference: CHOICE-BUSINESS-GRANTS-11.10- Grant Applications 2019/2020-11.10.1-5

Report

On 27 September 2019, the Fernleigh Park s355 Committee of Management submitted an application under the NSW Government's Community Building Partnership Program 2019. The application requested \$12,500 funding assistance towards construction of a front entrance and formal entrance sign at Fernleigh Park, Googong, and improvements to walking tracks within the estate to increase pedestrian safety. The application was submitted by the Chair of the s355 Committee, with assistance from Council's Grants Officer. Fernleigh Park is council-owned land.

On 1 April 2020 Council received email advice from the NSW Government that the funding application was successful. The email provided advice on administrative steps required for a Funding Agreement. These steps are now being progressed.

The terms and conditions of the Community Building Partnership Program denote that local councils and their s.355 Committees were required to provide a matching cash contribution of at least 50% of total project costs. QPRC undertook to provide \$12,500 towards the project, in a Letter of Support signed by the Chief Executive Officer which was attached to the online funding application. The total cost of the project is \$30,000, consisting of \$12,500 Council funds, an s355 Committee \$5,000 cash contribution, and \$12,500 grant funds.

The Committee will manage this project, in partnership with QPRC. Residents have already participated in a draft design competition for the front entrance and formal entrance sign. The project will include provision for security. The walking track work will improve safety for residents using the walking paths and nature strips. Currently there are areas that require walkers and horses to go onto the road nearing a bend, which is dangerous.

The terms of the funding agreement will require this non-complex project to be completed by 31 October 2021. QPRC's Grants Officer will liaise closely with the Committee to ensure compliance with all reporting requirements, including financial and progress reports and providing evidence of expenditure.

Recommendation

That the report be received for information.

Attachments

Nil

10.3 Resolution Action Sheet (Ref: ; Author: Ferguson/Ison)

File reference: 52.3.2

Report

The Resolution Action Sheet provides Council with information on action taken or proposed to be taken as a result of resolutions carried at Ordinary Council meetings and Planning & Strategy Committee of the Whole meetings.

The Resolution Action Sheet is an ongoing document, updated progressively by staff. As items are completed they will be removed from the document.

Recommendation

That the report be received for information.

Attachments

Attachment 1 Resolution Action Sheet (*Under Separate Cover*)



13.1 Delegates Report (Ref: ; Author: Ferguson/Ison)

File reference: 52.3.1

Summary

Delegates Reports are submitted by Councillors to report on key points of meetings, events and functions which they have attended during the past month, either as a Council delegate or as a nominee of the Mayor.

Attendances at meetings by Councillors as delegates and representatives on Council committees, organisational committees, statutory committees, locality committees and advisory committees will be published in the QPRC Annual Report as per Resolution No. 322/18 of 26 September 2018.

Recommendation

That the report be received for information.

Cr Pete Harrison		
No.	Meeting/Function/Event Attended	Summary of Key Points
1	Dargues Reef Community Consultative Committee – telephone meeting – 16 March 2020	<p>The recent bushfires have delayed some works at the site, but the lining of the Tailings Storage Facility (TSF) is all but complete. Commissioning of the above-ground plant is also progressing well and it was expected that ore processing will have commenced by the end of the March. This will also see the commencement of truck movements from the site. Underground development has now reached 170m.</p> <p>The school-based apprenticeship scheme has commenced and there are now two apprentices working on-site. DGM has also received a proposal from St Bede's School in Braidwood in response to its School Environmental Program, and the inaugural recipient of funding through the DGM School Education Program has been announced.</p> <p>The next Community Information Session was being planned for April, but given the present circumstances relating to public gatherings, this may be subject to alternative arrangements.</p> <p>Minutes of DRCCC meetings and other relevant documentation can be found on the Diversified Minerals website at: http://www.divminerals.com.au/dargues-gold-mine/community/community-consultative-committee/</p> <p>Attachment 1: 07 DGM January 2020 Newsletter</p>

Attachments

Attachment 1 07 DGM January 2020 Newsletter (*Under Separate Cover*)



14.1 Responses to Councillors' Questions (Ref: ; Author: Ferguson/Ison)

File reference: 52.3.2

Report

This report provides responses to Councillors' written Questions on Notice as per the Code of Meeting Practice 2019. Some questions that were not closed prior to the new Code have been retained in the 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 (*Under Separate Cover*)



Attachment 2 Responses to Councillors' Questions with Confidential Information
(*Under Separate Cover*) - **CONFIDENTIAL**

15 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 16.1 Writing Off Water Usage Account due to Undetectable Leak

Item 16.1 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Sewerage Discharge Calculation - User Charge

Item 16.2 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.