



# **Ordinary Meeting of Council**

**22 April 2020**

**UNDER SEPARATE COVER  
ATTACHMENTS**

**ITEM 9.13**



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

**ATTACHMENTS – 22 April 2020 Page i**

Item 9.13 Draft Operational Plan and Fees and Charges 2020-21

<i>Attachment 1</i>	<i>Draft Fees and Charges 2020-21.....</i>	<i>1</i>
<i>Attachment 2</i>	<i>Draft Operational Plan 2020-21.....</i>	<i>140</i>





# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**22 APRIL 2020**

ITEM 9.13      DRAFT OPERATIONAL PLAN AND FEES AND CHARGES 2020-  
21

ATTACHMENT 1      DRAFT FEES AND CHARGES 2020-21



QUEANBEYAN-PALERANG REGIONAL COUNCIL

# Draft Fees and Charges

2020-21



## Table Of Contents

<b>Queanbeyan-Palerang Regional Council.....</b>	<b>18</b>
<b>Activity Approvals under Section 68 – Local Government Act 1993.....</b>	<b>18</b>
Part A Manufactured Homes.....	18
Part A1 – Manufactured Homes.....	18
Part B Water Supply, Sewerage and Stormwater.....	18
Part B1 to B6 Water supply, Sewerage and Stormwater Drainage in relation to New or Existing Buildings.....	18
Part B Approvals Where not Indicated Above Section 68 – Local Government Act 1993.....	18
Part B1.....	18
Part B2.....	18
Part B3.....	19
Part B4.....	19
Part B5.....	19
Part B6.....	19
Part B1 to B6 Water supply, Sewerage and Stormwater Drainage in relation to Subdivision Works.....	19
Part B1 – Water Supply.....	19
Part B4 – Sewer.....	19
Part B5 – Storm Water.....	19
Part C Management of Waste Section 68 – Local Government Act 1993.....	20
Part C1.....	20
Part C2.....	20
Part C3.....	20
Part C4 – Disposal of Trade Waste.....	20
Part C5 – Septic Tanks/Waste Treatment Device.....	20
Part C6 – Operate a System of Sewage Management.....	20
Part D Community Land Section 68 – Local Government Act 1993.....	21
Part D1 – Engage in a Trade or Business.....	21
Part D2 – Entertainment on Community Land.....	21
Part D3 – Temporary Enclosure.....	21
Part D4 – Play a Musical Instrument or Sing.....	21
Part D5 – Set up Amplifying Equipment.....	21
Part D6 – Public Meetings.....	22
Part E Public Roads Section 68 – Local Government Act 1993.....	22
Part E1.....	22
Part E2.....	22
Part F Other Activities Section 68 – Local Government Act 1993.....	22
Part F1.....	22
Part F2 and Part F3.....	22
Part F4 – Solid Fuel Heater.....	22
Part F5 – Sideshows.....	23

Part F7 – Sell from a Standing Vehicle (Hawkers and Peddlers).....	23
Part F10 – Domestic Grey Water Diversion.....	23
Section 100 Review of Determination and Section 82 Objection to Regulations.....	23
<b>Animal Management.....</b>	<b>24</b>
Dog/Cat Registration.....	24
Seizure, Maintenance and Sale of Dogs.....	24
Seizure, Maintenance and Sale of Cats.....	25
Sale of Non Classified Companion Animals.....	25
Other Animal Charges.....	25
Vaccinations.....	26
Stock impounding (Impounding Act 1993).....	26
Horses, cattle and pigs.....	26
Sheep and Goats.....	26
Sustenance charges.....	26
Dangerous Dog Compliance.....	26
<b>Aquatic Centres.....</b>	<b>27</b>
General Access Fees.....	27
Single Pass – All Pools.....	27
10 Visit Pass – All Pools.....	27
Premium 3 Month Pass – All Pools.....	27
Premium 6 Month Pass – All Pools.....	28
Premium 12 Month Pass – All Pools.....	28
Summer Pass – Eastern Pools Only.....	28
Lane Hire.....	29
School Exclusive Pool Hire.....	29
Swim School.....	29
Aqua Fitness Program.....	30
Entertainment Programs.....	30
General Conditions.....	30
Courses.....	31
<b>Community Facilities and Halls.....</b>	<b>32</b>
Bicentennial Hall.....	32
Friday to Sunday.....	32
Commercial Rates.....	32
Community Rates.....	32
Monday to Thursday.....	32
Commercial Rates.....	32
Community Rates.....	33
Additional Fees.....	33



Optional Extras.....	33
Ticketing.....	34
Commercial and Community Rates.....	34
Commercial Rates.....	34
Community Rates.....	35
Gold Venues.....	35
Commercial Rates.....	35
Community Rates.....	35
Additional Fees.....	36
Optional Extras.....	36
Silver Venues.....	36
Commercial Rates.....	36
Community Rates.....	37
Additional Fees.....	37
Bronze Venues.....	37
Commercial Rates.....	38
Community Rates.....	38
Additional Fees.....	38
Office Space – Jerrabomberra/Letchworth/Karabar.....	38
Other Hall and Meeting Room Hire.....	39
Bungendore Administrative Office – Foyer – Businesses, corporations, government, political parties.....	39
Bungendore Administrative Office – Foyer – Community or not-for-profit groups.....	39
Bungendore Community Centre – Multi-purpose Room (Large) – Local Community Groups.....	39
Bungendore Community Centre – Multi-purpose Room (Large) – Other Hirers.....	39
Bungendore Council Chambers – Businesses, corporations, government, political parties.....	40
Bungendore Council Chambers – Community or not-for-profit groups.....	40
Braidwood Council Meeting Room – Business, corporations, government, political parties.....	40
Braidwood Council Meeting Room – Community or not-for-profit groups.....	41
Braidwood Councillors' Facilities Room – General.....	41
Braidwood Councillors' Facilities Room – Community or Not-for-Profit Groups excluding political parties.....	41
Bungendore School of Arts.....	41
Burra Community Hall – Community Groups.....	42
Burra Community Hall – Private Functions.....	42
Hire of Cargill Park.....	42
Hire of Carwoola/Stoney Creek Community Hall.....	42
Hire of Les Reardon Reserve & Hall.....	43
Hire of Canning Close Reserve.....	43
Hire of Wamboin Community Hall.....	43
Hire of Wamboin Community Hall – Outside Hirers.....	44
Hire of Captains Flat Community Hall – Local Hirers.....	44
Hire of Captains Flat Community Hall – Parties.....	44
Hire of Captains Flat Community Hall – Private Functions.....	45
Hire of Hoskinstown War Memorial Hall.....	45

<i>Hire of Hoskinstown War Memorial Equipment.....</i>	<i>45</i>
<i>Multi Purpose Hall Bungendore School – Community Use.....</i>	<i>46</i>
<i>Multi Purpose Hall Bungendore School – Special Fees for Youth-Oriented Use.....</i>	<i>46</i>
<i>Multi Purpose Hall Bungendore School – Hire of Hall for Business Use – per hour.....</i>	<i>46</i>
<i>Multi Purpose Hall Bungendore School – Sound/PA Hire.....</i>	<i>47</i>
<i>Multi Purpose Hall Bungendore School – Function Rate.....</i>	<i>47</i>
<i>Royalla Common Elm Grove.....</i>	<i>47</i>
<i>Royalla Community Hall – Common.....</i>	<i>48</i>
<i>Fernleigh Park Community Hall.....</i>	<i>49</i>
<i>Braidwood National Theatre Community Centre.....</i>	<i>50</i>
<i>Bungendore Emergency Services Centre.....</i>	<i>50</i>
<i>Rural Fire and Emergency Management Centre.....</i>	<i>51</i>
<i>Captains Flat Community Health Centre.....</i>	<i>51</i>
<b>Community Regulation.....</b>	<b>52</b>
<i>Impounded Items (Non Vehicles).....</i>	<i>52</i>
<i>Impounded Vehicles (Abandoned Vehicles Impounding Act 1993).....</i>	<i>52</i>
<i>Compliance costs for monitoring Clean Up and Prevention Notices.....</i>	<i>52</i>
<b>Construction and Complying Development – Building Work.....</b>	<b>53</b>
<i>Construction Certificate Application for Building Work.....</i>	<i>53</i>
<i>New Building Construction Certificates – Fee based on:.....</i>	<i>53</i>
<i>Modification of Building Construction Certificates.....</i>	<i>53</i>
<i>Issue of Complying Development Certificates (CDC).....</i>	<i>53</i>
<i>Issue of Complying Development Certificates – Fee based on:.....</i>	<i>53</i>
<i>Issue of Modified Complying Development Certificates.....</i>	<i>54</i>
<i>Other Related Fees.....</i>	<i>54</i>
<i>Carry Out Inspections as the Principal Certifying Authority (PCA) (Building).....</i>	<i>54</i>
<i>Inspections – Carry out building / construction inspection and issue report as PCA:.....</i>	<i>54</i>
<i>Issue of Compliance Certificates where Council is the Principal Certifying Authority.....</i>	<i>55</i>
<i>Carry Out Water and Sewer Inspections as the Water and Sewer Authority (Building Works).....</i>	<i>55</i>
<i>Carry out water and sewer inspections in relation to building work where Council is the Water and Sewer Authority.....</i>	<i>55</i>
<i>Administration Charge, Receipt and Registration of Certificates and Reports.....</i>	<i>55</i>
<i>Security Deposit for damage to Public Assets (payable on lodgement of Construction Certificate or Complying Development Application).....</i>	<i>56</i>
<b>Subdivision Construction Certificates, Subdivision Works Inspections and Subdivision Certificates.....</b>	<b>57</b>
<i>Construction Certificate Application for Subdivision Work (including modified Construction Certificate).....</i>	<i>57</i>
<i>Issue of Subdivision Construction Certificates.....</i>	<i>57</i>
<i>Subdivision Inspection Work.....</i>	<i>57</i>
<i>Application for Subdivision Certificate Release.....</i>	<i>57</i>
<i>Subdivision Certificate Application (Torrens, Neighbourhood, Community, Strata).....</i>	<i>57</i>
<i>Subdivision Certificate – Authorising the registration of a plan of subdivision for Strata / Torrens / Community Title.....</i>	<i>57</i>
<i>Subdivision – Development Engineering Charges.....</i>	<i>58</i>

Compliance Certificate under Section 305 Water Management Act 2000.....	58
Entering electronic (CAD) or paper plans into Council's Asset Information System.....	58
<b>Development Related Administrative Charges.....</b>	<b>59</b>
Supply of Information from Council's Building, Development, Environmental Health or Strategic Planning Records.....	59
General Enquiry Fees.....	59
Administration / Staff fees.....	59
Reproduction of documents (incl. photocopy or scan).....	59
Provision of information to the public.....	59
Other.....	59
Administrative and Miscellaneous Fees.....	60
Long Service Levy Collection Fee.....	60
Publications.....	60
<b>Conveyancing Notices and Certificates.....</b>	<b>61</b>
Section 10.7 Planning Certificates.....	61
Drainage Diagrams.....	61
Certificate as to Outstanding Orders.....	61
Weeds Compliance Certificates.....	61
Division 6.7 Building Information Certificates (for buildings which are lawfully erected) (Clause 260).....	62
Table 6.7 – For buildings which are not lawfully erected.....	62
The fee applicable to the Building Information Certificate application PLUS the following:.....	62
Class 10a & 10b outbuilding, garages, carports, pergolas, pools, retaining walls for cost of works:.....	62
Class 1a dwellings, dwelling additions and dwelling alterations for cost of works:.....	62
Class 2-9 Buildings for cost of works:.....	62
Other Division 6.7 Building Information Certificate Fees.....	63
<b>Development Application Fees.....</b>	<b>64</b>
Fee based on cost of work as estimated by Council.....	64
Development Application for Minor Works Within a Heritage Conservation Area.....	64
Advertising Signs (Reg CI 246).....	65
Dwelling House (Reg CI 247).....	65
Residential Flat Development (Reg CI 248).....	65
Miscellaneous Development (Reg CI 250).....	65
Subdivision (including Strata Subdivisions) (Reg CI 249).....	65
Integrated Development (Reg CI 253).....	65
Designated Development (Reg CI 251).....	66
Development Requiring Advertising (Reg CI 252(a) – (c)).....	66
Local Advertised Development Under any Environmental Planning Instrument or Development Control Plan (Reg CI 252(d)).....	66
Development Requiring Concurrence (Reg CI 252A).....	66
If two or more fees are applicable to a single application (Reg CI 254).....	66

Modification of a Development Consent.....	67
Modified Development Application Fees.....	67
Other Modifications – Significant Environmental Impact Section 4.55 (2).....	67
Modifications – Significant Environmental Impact under Section 4.55 (2) – Table 3.....	67
Notification for other Modification under Section 4.55 (2) or 4.56 (1) (Reg CI 258(2)(3)).....	68
Modification involving Residential Flat Buildings SEPP65 (Reg CI 258(2A)(3A)).....	68
Other Development Related Fees.....	68
Fee for review of a decision to reject a Development Application (Reg CI 257A) – where estimated cost of work is:.....	68
Extend Lapsing Period of Development Consent Section 4.54.....	68
Clause 4.6 Variations (CI 4.6 SI LEP) or SEPP 1 Objections.....	68
Review of Determination.....	69
Post Lodgement Development Application Discussions.....	69
Site Compatibility Certificate.....	69
<b>Development Control Plans and Plans of Management.....</b>	<b>70</b>
Development Control Plans.....	70
Plans of Management – Community Land.....	70
<b>Engineering Works.....</b>	<b>71</b>
Roads Directory.....	71
Use of General Plant and Operator per hour (all inclusive).....	71
Supply rural address number.....	71
Street Naming.....	72
Weight of Loads.....	72
Contributions to Works – Adjoining Owners.....	72
B-Double Route Application Fee.....	72
Land Access and Activity Notice.....	72
Lease of Council Land or Council Asset.....	72
Vehicular Entrance and Roads Act Approvals.....	73
Closure of Public Road.....	73
<b>Environmental Health.....</b>	<b>74</b>
Food Act and Regulation.....	74
Annual Administration Charge.....	74
Inspection Fee – Food Premises.....	74
Notices.....	74
Public Health Act and Regulation.....	74
Skin Penetration.....	74
Public Swimming Pools.....	75
Regulated System.....	75
Improvement and Prohibition orders.....	75
Inspection following order.....	75



Outdoor Dining Fees.....	75
Protection of the Environment Operations Act and Regulations.....	75
Swimming Pools Act and Regulation.....	76
Other Operational Matters.....	76
Local Government Act (s608(3)) – Inspection of Premises and Other Fees.....	76
<b>Community Services.....</b>	<b>77</b>
Childcare.....	77
Family Day Care.....	77
AXIS Youth Centre.....	77
Multi Purpose Room.....	77
Community Events and Competitions.....	77
Arts and Cultural Events.....	77
Community Events.....	78
QPRC Art Competitions.....	78
<b>Geographic Information System (GIS) and Information Request Fees (Public Access Act 2009).....</b>	<b>80</b>
GIS Information – Plans or Maps (excludes Local Environmental Plan maps).....	80
GIS Information from system according to request for data.....	80
GIPAA – Formal Access Application.....	80
Schedule 1 – Informal Access Application.....	80
Other Information Requests.....	81
<b>Libraries.....</b>	<b>82</b>
General Library Fees.....	82
Loan Fees.....	82
Library Cards/Bags.....	82
Library Photocopying and Other Charges.....	82
Black and White.....	82
Colour.....	83
Other Charges.....	83
Book Sales.....	83
<b>Local Environmental Plans.....</b>	<b>84</b>
Public Land.....	84
<b>Other Infrastructure.....</b>	<b>85</b>
Residential Driveways:.....	85
Flat and Commercial Driveways:.....	85
Industrial Driveways:.....	85
Rural Crossing:.....	85
Restoration Charges.....	86

Road Restoration.....	86
Footway Restoration.....	86
<b>Publications.....</b>	<b>87</b>
Maps (Council maps not LIC data).....	87
Books.....	87
<b>Public Cemeteries.....</b>	<b>88</b>
Palerang Cemeteries.....	88
Queanbeyan Cemeteries.....	88
Lawn Section.....	88
Bushland Cemetery (Does not include Plaque).....	88
Babies' Lawn Section.....	89
Children's Lawn Section (Does not include Plaque).....	89
Monumental Section.....	89
Reservation.....	89
Riverside Cemetery.....	89
Additional Fees.....	89
Ashes.....	90
Ashes in new grave plot (Excludes plaque).....	90
Ashes in existing grave plot (Excludes plaque).....	90
Miscellaneous.....	90
<b>Rates and Financial Administration.....</b>	<b>92</b>
Certificate and Notices Preparation.....	92
Information Fees (Note: Information fees also apply to real estate agents, valuers and banks who have not purchased the complete property status report).....	92
Payment Related Fees.....	92
Interest Charges.....	92
Deposit Held Search.....	93
Company Search.....	93
Skip Trace – External Successful (unsuccessful no charge).....	93
Land Title Search.....	93
Non Council Debt Recovery Fees for Rates, Annual Charges & other Accounts.....	93
Other.....	93
<b>Recreation and Sports.....</b>	<b>95</b>
Queanbeyan, Googong and Jerrabomberra Sportsgrounds.....	95
NSW Based Clubs – All sport grounds, Cricket, Netball courts and Velodrome.....	95
Seniors (17yrs and over).....	95
Juniors (16yrs and under).....	95
School Use of Grounds.....	95
ACT-based clubs – All sport grounds, Cricket, Netball Courts and Velodrome.....	95
Seniors (17yrs and over).....	96

Juniors (16yrs and under).....	96
School Use of Grounds.....	96
<b>Bungendore and Braidwood Sportsgrounds.....</b>	<b>96</b>
Sporting Groups (Seniors 18 and above).....	96
Sporting Groups (Juniors>12 to 17).....	96
Sporting Groups (Juniors 12 and under).....	97
Change Rooms.....	97
Nerriga Sportsground.....	97
Wilkins Park.....	97
Lights.....	97
Special Events.....	98
Line Marking.....	98
<b>Queanbeyan Park Uses.....</b>	<b>98</b>
<b>Train Carriage.....</b>	<b>98</b>
<b>Seiffert Oval and Other Sports Buildings.....</b>	<b>99</b>
Inside Seiffert Grandstand Function Room (includes kitchen).....	99
Inside Seiffert Grandstand Function Room (excludes kitchen).....	99
Seiffert Oval (including hospitality room and amenities).....	99
Full Seiffert Oval Complex.....	99
Freebody Oval Clubhouse.....	100
Campese Oval Clubhouse.....	100
Mick Sherd Shed Hire.....	100
Braidwood Recreation Ground – Multi-purpose room.....	100
Gary Maddrell Pavilion – Braidwood Recreation Ground.....	101
Other Fees and Charges – All Sports Buildings.....	101
<b>Braidwood Tennis Courts.....</b>	<b>102</b>
<b>Hire of Parks &amp; Open Spaces.....</b>	<b>102</b>
<b>Braidwood Multipurpose Gymnasium.....</b>	<b>102</b>
Cat 1A – Not-for-Profit.....	102
Cat 1B – Commercial.....	103
Cat 2A – Not-for-profit.....	103
Cat 2B – Commercial.....	103
Cat 3 & Cat 4.....	104
Special Fees for Youth-Oriented Use.....	104
<b>Rezoning.....</b>	<b>105</b>
Preparation of amendment to Local Environmental Plan (LEP) or Development Control Plan (DCP).....	105
<b>Saleyards Braidwood.....</b>	<b>107</b>
Saleyard Fees – Selling.....	107
Selling with Weighing.....	107
Private Weighing.....	107
Stock in Transit.....	107

Removal and Burial of dead animal.....	108
Auctioneers' Permit.....	108
New Agent's fee.....	108
Truck Wash Bay at Saleyards.....	108
NLIS Tags.....	108
<b>Showgrounds.....</b>	<b>109</b>
Queanbeyan Showground.....	109
Other Hire Charges.....	109
Poultry Shed.....	109
Inside Grandstand (includes Kitchen).....	109
Inside Grandstand (excludes Kitchen).....	109
Pavilion.....	110
Showman's Area.....	110
Arena.....	110
Full Showground.....	110
Other Fees and Charges.....	110
Braidwood Showground.....	111
<b>Other.....</b>	<b>113</b>
Car Parking.....	113
Learning and Organisational Development Services.....	113
South East Weight of Loads.....	113
Subpoena Processing.....	113
Expressions of Interest/Tender Documentation.....	113
Filming Protocol.....	113
Tree and Vegetation Management Permit.....	114
<b>The Q – Queanbeyan Performing Arts Centre.....</b>	<b>115</b>
Performance Hire.....	115
The Q Theatre (Monday to Sunday).....	115
Commercial Rates.....	115
Community Rates.....	115
Optional Extras.....	115
Additional Fees.....	115
Foyer Hire.....	116
Foyer Hire (Monday to Thursday).....	116
Commercial Rates.....	116
Community Rates.....	116
Foyer Hire (Friday to Sunday).....	116
Commercial Rates.....	116
Community Rates.....	116

Door 3 Art Space.....	117
Community Rates.....	117
Optional Extras.....	117
Additional Fees.....	117
Conference Hire.....	117
The Q Theatre (Monday to Thursday).....	117
Commercial Rates.....	117
Community Rates.....	117
The Q Theatre (Friday to Saturday).....	118
Commercial Rates.....	118
Community Rates.....	118
The Q Theatre (Sunday & Public Holidays).....	118
Commercial Rates.....	118
Community Rates.....	118
Optional Extras.....	118
Additional Fees.....	119
Ticketing.....	119
Commercial and Community Rates.....	119
Commercial Rates.....	119
Community Rates.....	120
Hire of Equipment and Other Services.....	120
<b>Queanbeyan Indoor Sports Centre.....</b>	<b>121</b>
Adult Sports – per season.....	121
Junior Sports.....	121
Entertainment Programs.....	122
Schools Programs.....	122
Leisure and Lifestyle Programs.....	122
General Hire.....	123
Other Fees and Charges.....	123
<b>Waste Management Charges.....</b>	<b>125</b>
Domestic Waste Management.....	125
Wheel in Wheel out service.....	125
Business Waste Management.....	125
One Off Collection Charges – Commercial (LGA s502).....	125
<b>Waste Facilities.....</b>	<b>126</b>
Queanbeyan Waste Minimisation Centre.....	126
Sale of Mulch.....	126
Sale of Compost (20mm Screen).....	126
Delivery (depending on distance).....	126
Bulk Sale of Mulch.....	126

Bulk Sale of Compost (20mm Screen).....	126
Commercial Users Fee Utilities and Trailers.....	126
Trucks.....	127
Large Trucks (Up to 4.5t, residential greenwaste only).....	127
<b>Palerang Waste Facility Charges.....</b>	<b>127</b>
Out of area Users – Depositing Domestic Waste.....	127
Tip Passes.....	127
Electronic Waste.....	128
Waste Transfer Station Gate Fees – with a Tip Pass.....	128
Household (To Transfer Waste Bin) with Tip Pass.....	128
Commercial Loads (Loads > 0.5 tonne. Costs based on \$108 per tonne with Tip Pass).....	128
Builders' Waste (based on \$130 per tonne with Tip Pass).....	129
Engine Oil (for up to 40 litres) with Tip Pass.....	129
Tyres with Tip Pass.....	129
Batteries with Tip Pass.....	129
Mattresses with Tip Pass.....	130
Mobile Phones with Tip Pass.....	130
Dead Animals (Bungendore WTS only) with Tip Pass.....	130
Waste Transfer Station Gate Fees – without a Tip Pass.....	130
Household (To Transfer Waste Bin) – without Tip Pass.....	130
Commercial Loads (Loads > 0.5 tonne. Costs based on \$166 per tonne without Tip Pass).....	131
Builders' Waste (based on \$189 per tonne) without Tip Pass.....	131
Engine Oil – (for up to 40 litres) without Tip Pass.....	131
Tyres – without Tip Pass.....	131
Batteries – without Tip Pass.....	132
Mattresses – without Tip Pass.....	132
Mobile Phones – without Tip Pass.....	132
Dead Animals (Bungendore WTS only) without Tip Pass.....	132
Commercial Waste – Veolia arrangement.....	132
<b>Sewerage, Stormwater and Water Networks.....</b>	<b>133</b>
Infrastructure Works.....	133
Sewerage System.....	133
Sewerage Headworks Contribution (Per lot).....	133
Supply of Metered Standpipes.....	133
Supply of Bulk Water.....	134
Liquid Trade Waste Charges.....	134
Liquid Trade Waste Excess Mass charges for Category 3.....	134
Miscellaneous Charges.....	136
Equipment Hire – Specialised Engineering Equipment.....	136
Other Charges.....	136
Water Back Flow Prevention.....	137
Residences and Units.....	137

1-2 ET.....137

3-5 ET.....137

**Weed Control.....138**

Weed Control Compliance.....138

Weed Control Action.....138

## Queanbeyan-Palerang Regional Council Pricing Policy

Section 404 of the Local Government Act requires Council to include in its Operational Plan, a Statement of the Council's Pricing Policy with respect to the goods and services it provides.

The Schedule of Fees and Charges is reviewed on an annual basis as part of the Operational Plan process with the view of optimising the revenue base whilst at the same time attempting to ensure that the level of our fees and charges are fair and equitable for stakeholders using our services.

When setting its level of fees and charges, consideration is given to the nature of the service and any community service obligation as well as wider policy objectives such as equity and social justice considerations.

The purpose of a Pricing Policy is to explain the rationale behind each fee and charge set out in the Schedule of Fees and Charges.

The Pricing Policy is made up of a number of Pricing Principles and the Pricing Basis used for setting the fee or charge.

### Pricing Principle

*All goods and services provided should have an identified Pricing Principle which is a simple statement that clarifies the philosophy of the goods and services and the reasoning for the level of charges set.*

### Pricing Basis

*This is the method by which the fee or charge is determined and it sets the level of cost recovery. The basis used depends on the Pricing Principle chosen.*

Council's Pricing Policy provides transparency so that stakeholders can clearly understand the basis of the Fees and Charges set.

The Pricing Principle and Pricing Basis are disclosed in respect of each fee and charge listed in the Schedule of Fees and Charges.

The following is a list of each Pricing Principle and Pricing Basis.



Ref	Pricing Principle	Pricing Basis
<b>A</b>	<b>Public Good</b>	
	Service provides a broad community benefit. Inconceivable or impractical to charge for service on a user basis	Zero Cost Recovery
<b>B</b>	<b>Practical Constraint</b>	
	Service is a minor part of the overall operation of the Council, or the potential for revenue collection is so minor as to be outweighed by the costs of collection.	Zero Cost Recovery
<b>C</b>	<b>Shared Benefit</b>	
	Benefits from provision of the service accrue to the community as whole as well as individual users (Community Service Obligation).	Partial Cost Recovery
<b>D</b>	<b>Stimulus</b>	
	A stimulus to the demand for the service is required. In the short term, only part of the cost of the service is to be recovered.	Partial Cost Recovery
<b>E</b>	<b>Evasion</b>	
	Charging prices to recover full cost may result in widespread evasion.	Partial Cost Recovery
<b>F</b>	<b>Amended</b>	
	The service is targeted to low income users.	Partial Cost Recovery
<b>G</b>	<b>Economic/Social/Community Welfare</b>	
	Service promotes or encourages local economic or social activity	Partial Cost Recovery
<b>H</b>	<b>Private Good</b>	
	Service benefits particular users, making a contribution to their individual income, welfare or profits, without any broader benefits to the community.	Full Cost Recovery
<b>I</b>	<b>Monopoly</b>	
	Council has a monopoly over provision of the service and there is no community service or equity obligation.	Full Cost Recovery
<b>J</b>	<b>Development</b>	
	Fee set will enable Council to develop and maintain a service.	Full Cost Recovery
<b>K</b>	<b>Contribution</b>	
	Charges levied to compensate community for an increase in demand for service or facilities as a consequence of a development proposal.	Full Cost Recovery
<b>L</b>	<b>Regulatory: Non Fixed</b>	
	Fee charges to cover costs incurred by legislative requirements where no community service obligation exists.	Full Cost Recovery
<b>M</b>	<b>Regulatory: Fixed</b>	
	Fee fixed by legislation.	Regulatory

<b>N</b>	<b>Market</b>	
	Service provided is in competition with that provided by another council or agency (private or public) and there is pressure to set a price which will attract adequate usage of the service.	Reference Pricing
<b>O</b>	<b>In-House</b>	
	Service provided predominantly for Council use but sale to external markets may defray costs.	Reference Pricing
<b>P</b>	<b>Entrepreneurial</b>	
	The service is a profit making activity and the price paid by users should recover an amount greater than the full cost of providing that service.	Rate of Return Pricing
<b>Q</b>	<b>Penalty</b>	
	Fee charge is greater than cost of the service so as to act as a dis-incentive.	Rate of Return Pricing
<b>R</b>	<b>Utility</b>	
	Fee charges for possession, occupation or enjoyment of Council Land, Public Land and Air Space by Gas, Electricity, Telecommunications and Water Utilities.	Rate of Return Pricing

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Queanbeyan-Palerang Regional Council

### Activity Approvals under Section 68 – Local Government Act 1993

#### Part A Manufactured Homes

##### Part A1 – Manufactured Homes

Install a Manufactured Home, Moveable Dwelling or Associated Structure on Land	\$0.00	\$320.00	N	H
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#### Part B Water Supply, Sewerage and Stormwater

##### Part B1 to B6 Water supply, Sewerage and Stormwater Drainage in relation to New or Existing Buildings

Any combination of Water Supply, Sewerage and Stormwater Drainage work carried out in relation to a new building connected to Council services	\$366.00	\$366.00	N	H
Any combination of Water Supply, Sewerage and Stormwater Drainage work carried out in relation to alterations to class 1 or 10 buildings connected to Council services	\$240.00	\$240.00	N	H
Any combination of Water Supply, Sewerage and Stormwater Drainage work carried out in relation to alterations to class 2-9 buildings connected to Council services	\$366.00	\$366.00	N	H

##### Part B Approvals Where not Indicated Above Section 68 – Local Government Act 1993

##### Part B1

Carry out water supply work/individual water meter assessment	\$213.00	\$219.00	N	H
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##### Part B2

Draw water from a Standpipe	See fees in Water Supply section		N	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Part B3

Install, alter, disconnect or remove a meter connected to a service pipe	See fees in Water Supply section	N	H
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### Part B4

Carry out Sewerage work	\$213.00	\$219.00	N	H
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### Part B5

Carry out Stormwater Drainage work	\$213.00	\$219.00	N	H
Carry out Stormwater Drainage work (Complying Development Class 1 and 10 only)	\$140.00	\$144.00	N	H

### Part B6

Connect a private drain to Council sewer	\$213.00	\$219.00	N	H
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### Part B1 to B6 Water supply, Sewerage and Stormwater Drainage in relation to Subdivision Works

#### Part B1 – Water Supply

Application to carry out water supply subdivision work	\$209.00 plus \$10 per lot	N	H
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#### Part B4 – Sewer

Application to carry out sewer subdivision work	\$209.00 plus \$10 per lot	N	H
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#### Part B5 – Storm Water

Application to carry out storm water subdivision work	\$209.00 plus \$10 per lot	N	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Part C Management of Waste Section 68 – Local Government Act 1993

### Part C1

For fee or reward, transport waste over or under a public place	\$150.00	\$154.00	N	H
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### Part C2

Place Waste in a Public Place	\$150.00	\$154.00	N	H
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### Part C3

Place Waste storage container in a public place	\$150.00	\$154.00	N	H
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### Part C4 – Disposal of Trade Waste

For Trade Waste usage fees refer to Council's Revenue Policy	Refer to Council's Revenue Policy		N	H
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### Part C5 – Septic Tanks/Waste Treatment Device

Install, construct or alter a waste treatment device or waste storage facility or drain connected to any such device or facility – includes: – Septic Tanks– Trade Waste Pre-treatment Device	\$305.00	\$305.00	N	H
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### Part C6 – Operate a System of Sewage Management

Initial Approval to Operate a System of Sewage Management Once Installed	\$150.00	\$154.00	N	H
Ongoing Approval to Operate a System of Sewage Management including Inspection Fee	\$220 paid on either a 2 year or 5 year basis (1 device only). See table below for details on annual charges and additional devices.		N	H
Annual charge (shown on rates notice) for a 2 year approval to operate a system of sewage management (including discounts for up to 3 systems on the same property concurrently inspected and approved	For 1 Device - \$110.00 For 2 Devices - \$184.00 For 3 Devices - \$257.00		N	L

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Page 20 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Part C6 – Operate a System of Sewage Management** [continued]

Annual charge (shown on rates notice) for a 5 year approval to operate a system of sewage management (including discounts for up to 3 systems on the same property concurrently inspected and approved)		For 1 Device - \$44.00 For 2 Devices - \$73.00 For 3 Devices - \$103.00	N	L
Re-inspection of System of Sewage Management	\$147.00	\$147.00	N	H
2nd missed appointment inspection	\$150.00	\$150.00	N	L

**Part D Community Land Section 68 – Local Government Act 1993**

**Part D1 – Engage in a Trade or Business**

Engage in a trade or business on Community Land	\$150.00	\$154.00	N	H
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**Part D2 – Entertainment on Community Land**

Direct or procure a theatrical, musical or other entertainment for the Public	\$150.00	\$154.00	N	H
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**Part D3 – Temporary Enclosure**

Construct a temporary enclosure for the purpose of entertainment	\$150.00	\$154.00	N	H
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**Part D4 – Play a Musical Instrument or Sing**

For fee or reward, play a musical instrument or sing (e.g. busk)	\$42.00	\$43.50	N	H
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**Part D5 – Set up Amplifying Equipment**

Set up, operate or use a loud speaker or sound amplifying device	\$42.00	\$43.50	N	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### **Part D6 – Public Meetings**

Deliver a public address or hold a religious service or public meeting	\$143.00	\$143.00	N	H
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#### **Part E Public Roads Section 68 – Local Government Act 1993**

##### **Part E1**

Hoist Goods Across Road	\$305.00	\$305.00	N	H
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##### **Part E2**

Hang an article or awning over a public road	\$305.00	\$305.00	N	H
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#### **Part F Other Activities Section 68 – Local Government Act 1993**

##### **Part F1**

Operate a Public Car Park	No Fee		N	H
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##### **Part F2 and Part F3**

Application for Approval or Renewal to Operate Caravan Park, Camping Ground or Manufactured Home Estate – Base Fee \$365.00 + \$13.00 per site (includes initial inspection)	Min \$365.00 plus \$13.00 per site		N	H
Periodic Inspection Fee for Caravan Park, Camping Ground or Manufactured Home Estate \$13.00 per site	\$13.00 per site		N	H

##### **Part F4 – Solid Fuel Heater**

Install a solid fuel or domestic oil heater (including inspection)	\$320.00	\$320.00	N	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Part F5 – Sideshows**

Application for approval (Part F5) per amusement device (includes inspection)	\$60.00	\$60.00	N	H
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**Part F7 – Sell from a Standing Vehicle (Hawkers and Peddlers)**

Application for approval & inspection fee	\$320.00	\$320.00	N	H
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**Part F10 – Domestic Grey Water Diversion**

Application for Approval & inspection fee	\$320.00	\$320.00	N	H
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**Section 100 Review of Determination and Section 82 Objection to Regulations**

Objection to application of regulations and local policies under Sec 82 of the Local Government Act to Sec 68 Approval	100% of original Sec 68 application fee	N	L
Review of Determination Under Sec 100 of the Local Government Act to a Sec 68 Approval.	50% of original Sec 68 application fee	N	L



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Animal Management

### Dog/Cat Registration

Administration fee for NSW Pet Registry Database entries	\$5.00	\$5.00	N	N
Assistance animal	No Charge		N	M
Not de-sexed	\$210.00	\$210.00	N	M
De-sexed	\$58.00	\$58.00	N	M
Desexed animal sold by eligible pound or shelter	\$29.00	\$29.00	N	M
Desexed animal owned by eligible pensioner	\$25.00	\$25.00	N	M
Animal not desexed kept by recognised breeder for breeding purposes	\$58.00	\$58.00	N	M
Non desexed – animal under 6 months	\$58.00	\$58.00	N	M
Working Dog	No Fee		N	M
Dog in the service of the State, for example, a police dog	No Fee		N	M
Greyhound currently registered under the Greyhound Racing Act 2009	No Fee		N	M
Annual permit for dogs that are of a restricted breed or declared to be dangerous	\$195.00	\$195.00	N	M
Annual permit for female cats that are not de-sexed by four months of age	\$80.00	\$80.00	N	M
Additional registration fee applied when a companion animal has not been desexed by the relevant desexing age and is not kept by a recognised breeder for breeding purposes	\$152.00	\$152.00	N	
Late fee applied when registration fee is not paid 28 days after the date on which the animal is required to be registered	\$28.00	\$28.00	N	M

### Seizure, Maintenance and Sale of Dogs

Seizure Fee	\$50.00	\$61.00	N	H
Seizure Fee for release of dog on second or subsequent occasion in 12 months	\$75.00	\$80.00	N	H
Maintenance fee for each day dog is in pound	\$42.00	\$45.50	N	H
Sale of dog from Pound (Includes de-sexing, vaccination, worming and Micro-chipping)	\$375.00	\$389.00	Y	G
Sale of de-sexed dog	\$230.00	\$237.00	Y	G
Sale of dog to recognised rescue organisation with Section 16d exemption for dogs held at the pound for less than 20 days	\$70.00	\$72.00	Y	G
Sale of dog to recognised rescue organisation with Section 16d exemption for dogs held at the pound for 20 days or more	No Charge		Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Seizure, Maintenance and Sale of Cats

Seizure Fee	\$45.00	\$51.00	N	H
Maintenance Fee (fee per day)	\$40.00	\$45.50	N	H
Queen Cat and Kittens (fee per day)	\$50.00	\$56.00	N	H
Refundable Deposit – Cat Trap Hire (seven-day hire period)	\$100.00	\$100.00	N	G
Sale of Cat (Includes de-sexing, worming and micro-chipping)	\$350.00	\$360.00	Y	G
Sale of de-sexed Cat	\$155.00	\$160.00	Y	G
Sale of cat to recognised rescue organisation with Section 16d exemption for cats held at the pound for less than 20 days	\$70.00	\$72.00	Y	G
Sale of cat to recognised rescue organisation with Section 16d exemption for cats held at the pound for 20 days or more		No Charge	Y	G
Cat born prior to 1 July 1999 where ownership has not changed (when the Companion Animals Act 1998 came into effect)		No Charge	Y	G

### Sale of Non Classified Companion Animals

Ferrets, Rabbits, Chickens and Birds	\$15.00	\$15.00	Y	N
Roosters	\$5.00	\$5.00	Y	N

### Other Animal Charges

Cat Carry Boxes	\$20.00	\$20.00	Y	N
Dog Leads	\$5.00	\$5.00	Y	N
Dangerous Dog Signs	\$50.00	\$50.00	Y	N
Dangerous Dog Collars		Size M: \$40.00 Size L: \$60.00 Size XL: \$65.00	Y	N
Microchipping Fee (Pound Animals) – Recognised rescue organisation	\$15.00	\$15.00	N	G
Microchipping Fee (Pound Animals)	\$40.00	\$40.00	N	H
Microchipping Fee (Public)	\$40.00	\$40.00	Y	H
Special circumstances boarding	\$0.00	\$5.00	N	G

\*Refer to Council's Financial Hardship and Assistance Policy for conditions

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Vaccinations

C3 and F3 Vaccination	\$55.00	\$55.00	N	N
* Applies for surrendered animals where owners cannot provide proof that the animal has a current vaccination				
Parvac Vaccine	\$35.00	\$35.00	N	N
* Applies to all seized dogs which do not require C3 or F3 vaccinations.				

### Stock impounding (Impounding Act 1993)

#### Horses, cattle and pigs

1st animal	\$155.00	\$155.00	N	H
2nd and additional animals	\$75.00	\$75.00	N	H

#### Sheep and Goats

1st animal	\$35.00	\$35.00	N	H
2nd and additional animals	\$16.00	\$16.00	N	H
Surrender of animals	\$38.00	\$38.00	N	H
Transporting Fee	\$90.00	\$90.00	N	H

#### Sustenance charges

Horses and cattle	At Cost	N	H
Sheep, goats and pigs	At Cost	N	H

### Dangerous Dog Compliance

Dangerous or Restricted Dog Enclosure Certificate of Compliance – s58H CAA	\$150.00	\$150.00	N	M
Dangerous or Restricted Dog Enclosure Certificate of Compliance Inspection Fee – S58H CAA	\$220.00	\$220.00	N	L

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Aquatic Centres

### General Access Fees

#### Single Pass – All Pools

Family (4 people, minimum 2 children)	\$18.00	\$20.00	Y	G
Additional Child	\$3.00	\$3.00	Y	G
Adult	\$6.50	\$7.00	Y	G
Child, Senior and Student	\$4.50	\$4.50	Y	G
Spectator	\$2.00	\$2.00	Y	G
Concession	\$3.00	\$3.00	Y	G

#### 10 Visit Pass – All Pools

Note: For Family Passes Children must be living in the same dwelling as the listed adults.

Family (4 people, minimum 2 children)	\$155.00	\$155.00	Y	G
Family (2 adults, unlimited children)	\$165.00	\$165.00	Y	G
Adult	\$55.00	\$60.00	Y	G
Child, Senior and Student	\$40.00	\$40.00	Y	G
Concession	\$25.00	\$25.00	Y	G

#### Premium 3 Month Pass – All Pools

Note: For Family Passes Children must be living in the same dwelling as the listed adults.

Family (4 people, minimum 2 children)	\$370.00	\$370.00	Y	G
Family (2 adults, unlimited children)	\$390.00	\$390.00	Y	G
Adult	\$185.00	\$185.00	Y	G
Child, Senior and Student	\$125.00	\$125.00	Y	G
Concession	\$75.00	\$75.00	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### ***Premium 6 Month Pass – All Pools***

Note: For Family Passes Children must be living in the same dwelling as the listed adults.

Family (4 people, minimum 2 children)	\$670.00	\$670.00	Y	G
Family (2 adults, unlimited children)	\$690.00	\$690.00	Y	G
Adult	\$340.00	\$340.00	Y	G
Child, Senior and Student	\$235.00	\$235.00	Y	G
Concession	\$130.00	\$130.00	Y	G

### ***Premium 12 Month Pass – All Pools***

Note: For Family Passes Children must be living in the same dwelling as the listed adults.

Family (4 people, minimum 2 children)	\$0.00	\$1,000.00	Y	G
Family (2 adults, unlimited children)	\$0.00	\$1,100.00	Y	G
Adult	\$615.00	\$615.00	Y	G
Child, Senior and Student	\$425.00	\$425.00	Y	G
Concession	\$235.00	\$235.00	Y	G

### ***Summer Pass – Eastern Pools Only***

Note: For Family Passes Children must be living in the same dwelling as the listed adults.

Family (4 people, minimum 2 children)	\$195.00	\$195.00	Y	G
Family (2 adults, unlimited children)	\$215.00	\$215.00	Y	G
Adult	\$135.00	\$135.00	Y	G
Child, Senior and Student	\$100.00	\$100.00	Y	G
Concession	\$70.00	\$70.00	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Lane Hire

Lane Hire	\$18.00	\$20.00	Y	G
* 50% discount on lane hire fees available to eligible community hirers.				
QPRC Community Sporting Clubs Recovery Pass	\$2,000.00	\$2,000.00	Y	N
Accommodation Pass	\$0.00	\$2,000.00	Y	N

### School Exclusive Pool Hire

Queanbeyan Pool – School Carnivals – Minimum spend of \$1,050	\$4.50	\$4.50	Y	G
Exclusive Use – Bungendore, Braidwood or Captains Flat (minumum two hour booking)	\$0.00	\$50.00	Y	N
Bulkhead Set Up Fee	\$150.00	\$150.00	Y	G
Additional Staffing	\$50.00	\$50.00	Y	G
Department of Education Swimming Scheme – All Pools	\$3.75	\$3.75	Y	N

### Swim School

Swimming Lessons Term Program (Single Child)	\$170.00	\$180.00	N	G
Swimming Lessons Term Program (3rd Child +)	\$155.00	\$155.00	N	G
Combination Sport (Swimming and Sport)	\$220.00	\$220.00	Y	N
* \$150 payable to QPRC Aquatics and \$70 to QPRC Indoor Sports.				
Swimming Lessons (Bungendore, Braidwood or Captains Flat)	\$17.00	\$18.00	N	G
School Holiday Program	\$17.00	\$18.00	N	G
Schools Program (Single Student)	\$110.00	\$110.00	N	G
Private Term Program (Single Child)	\$500.00	\$500.00	N	G
Private Term Program (Shared)	\$600.00	\$600.00	N	G
Private Term Program (SNP)	\$270.00	\$270.00	N	G
Squad Training – up to two sessions per week	\$0.00	\$20.00	N	G
Squad Training – up to four sessions per week	\$0.00	\$22.50	N	G
Squad Training – up to eight sessions per week	\$0.00	\$27.50	N	G

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Page 29 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Swim School [continued]

Squad Training – casual	\$0.00	\$12.00	N	G
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### Aqua Fitness Program

Adult (Single Pass)	\$16.00	\$17.00	Y	G
Child, Senior and Student (Single Pass)	\$13.00	\$13.00	Y	G
Concession (Single Pass)	\$11.00	\$11.00	Y	G
Kids Zumba (Single Pass)	\$11.00	\$11.00	Y	G
Adult (10 Pass)	\$155.00	\$160.00	Y	G
Child, Senior and Student (10 Pass)	\$125.00	\$125.00	Y	G
Concession (10 Pass)	\$105.00	\$105.00	Y	G
Kids Zumba (10 Visit Pass)	\$95.00	\$95.00	Y	G

### Entertainment Programs

Birthday Parties – 2 Hour Duration (10 children)	\$200.00	\$220.00	Y	N
Birthday Party Extra Child	\$15.00	\$15.00	Y	N
Aqua Run – Day Pass	\$5.00	\$5.00	Y	N
Aqua Run – Half Hour Duration	\$100.00	\$100.00	Y	N
Private Barbeque Hire	\$50.00	\$50.00	Y	N
Exclusive Use of Wet Play Area – 1 Hour Duration	\$200.00	\$200.00	Y	N
Octa-Boat Hire	\$10.00	\$10.00	Y	N
Bungalow Hire	\$100.00	\$100.00	Y	N
Gazebo Hire	\$25.00	\$25.00	Y	N
Movie Nights	\$20.00	\$20.00	Y	N

### General Conditions

Lost Card	\$2.00	\$2.00	Y	N
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Page 30 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### General Conditions [continued]

Direct Debit Rejection Fee	\$7.00	\$7.00	N	H
Refund administration fee	\$35.00	\$35.00	Y	H

#### Courses

Resuscitation Certificates	\$30.00	\$35.00	N	G
AUSTSWIM Full Course	\$410.00	\$410.00	N	G
Pool Lifeguard Full Course	\$275.00	\$275.00	N	G
Pool Lifeguard Update	\$135.00	\$135.00	N	G
Bronze Medallion Full Course	\$80.00	\$90.00	Y	G
Bronze Medallion Update	\$40.00	\$45.00	Y	G



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Community Facilities and Halls

### Bicentennial Hall

#### Friday to Sunday

#### Commercial Rates

1 Hour (Note: Minimum 2 hour hire)	\$195.00	\$200.00	Y	N
Day (10 hours)	\$1,800.00	\$1,850.00	Y	N
Additional hours to day rate	\$175.00	\$180.00	Y	N
Front of House	\$65.00	\$70.00	Y	N
Front of House (10 hours)	\$650.00	\$650.00	Y	N

#### Community Rates

1 Hour (Note: Minimum 2 hour hire)	\$97.00	\$100.00	Y	G
Day (10 hours)	\$899.00	\$925.00	Y	G
Additional hours to day rate	\$86.00	\$90.00	Y	G
Front of house	\$65.00	\$70.00	Y	N
Front of House (10 hours)	\$650.00	\$650.00	Y	N

#### Monday to Thursday

#### Commercial Rates

1 Hour (Note: Minimum 2 hour hire)	\$195.00	\$200.00	Y	N
Day (10 hours)	\$1,700.00	\$1,750.00	Y	N
Additional hours to day rate	\$175.00	\$180.00	Y	N

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Community Rates

1 Hour (Note: Minimum 2 hour hire)	\$97.00	\$100.00	Y	G
Day (10 hours)	\$850.00	\$875.00	Y	G
Additional hours to day rate	\$86.00	\$90.00	Y	G

### Additional Fees

Equipment Hire Charges	Negotiated by Contract		Y	N
Security, Equipment or Cleaning Breach	At Full Cost Recovery		Y	Q
Security Related Charges				
• Lost Key – At full cost Recovery				
• Security Patrol Response – At full cost Recovery				
• Fire System Response - At full cost recovery				
<input type="checkbox"/>				
<input type="checkbox"/>				
Refundable Bond	\$1,000.00	\$1,000.00	N	Q
* Refundable if conditions of hire are met				
After hours breach (after 1am) – Charged in full per hour	\$250.00	\$250.00	Y	H
Venue Attendant	\$55.00	\$60.00	Y	H

### Optional Extras

Commercial Kitchen	\$390.00	\$400.00	Y	N
AV Equipment – Basic Pack	\$150.00	\$150.00	Y	N
* Data Projector (VGA Input)				
* Extension Cord				
* Power Board				
AV Equipment – Pro Pack	\$400.00	\$500.00	Y	N
* Data Projector (HDMI Input)				
* Extension Cord				
* Power Board				

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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Optional Extras** [continued]

- \* Laptop
- \* Lectern & Microphone
- \* Basic Stage Lighting (stage wash)

AV Equipment – Premium Pack	\$600.00	\$600.00	Y	N
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- \* Data Projector (HDMI Input)
- \* Extension Cord
- \* Power Board
- \* Laptop
- \* Lectern & Microphone(s)
- \* Access to Sound Desk or Portable PA
- \* Access to Lighting Desk
- \* Di Connection (if needed)

Wireless Internet	\$55.00	\$55.00	Y	N
In House Technician	\$65.00	\$70.00	Y	N

**Ticketing**

**Commercial and Community Rates**

Set up fee	\$75.00	\$75.00	Y	N
On selling fee per event	\$4.00	\$5.00	Y	N
Charge for promoters complimentary ticket	\$2.00	\$3.00	Y	N
Credit Card Merchant Charges	At Full Cost Recovery (rates available on application)		Y	N
Performance cancellation	Box office charges to promoter for administration of ticket refunds x 2		Y	N
Booking Fee Per Transaction – Telephone, Internet or Mail	\$4.00	\$5.00	Y	N
Piano Tuning	At full cost recovery		Y	N

**Commercial Rates**

Sound System	\$565.00	\$600.00	Y	N
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### Commercial Rates [continued]

Lighting Desk	\$565.00	\$600.00	Y	N
Digital Grand Piano	\$125.00	\$150.00	Y	N
Concert Grand Piano	\$300.00	\$300.00	Y	N

#### Community Rates

Sound System	\$282.50	\$300.00	Y	G
Lighting Desk	\$282.50	\$300.00	Y	G
Digital Grand Piano	\$75.00	\$75.00	Y	G
Concert Grand Piano	\$150.00	\$150.00	Y	G

#### Gold Venues

*Jerrabomberra Community Centre - Lakeside Room*

*Jerrabomberra Community Centre - Waratah, Grevilla, Wattle (Combined)  
Riverside Oval Meeting Room  
Library Community Room*

*Googong Community Centre - Beltana, McDonald, The Terrace (Combined)*

#### Commercial Rates

1 Hour (Note: Minimum 2 hour hire)	\$62.00	\$75.00	Y	N
Day (7.5 hours)	\$410.00	\$435.00	Y	N
Additional hours to day rate	\$55.00	\$55.00	Y	N

#### Community Rates

1 Hour (Note: Minimum 2 hour hire)	\$45.00	\$49.00	Y	G
Day (7.5 hours)	\$300.00	\$300.00	Y	G

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Page 35 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Community Rates [continued]

Additional hours to day rate	\$40.00	\$40.00	Y	G
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### Additional Fees

Security, Equipment or Cleaning Breach	At Full Cost Recovery		Y	Q
Security Related Charges				
• Lost Key – At full cost Recovery				
• Security Patrol Response – At full cost Recovery				
• Fire System Response - At full cost recovery				
<input type="checkbox"/>				
Refundable Bond – Casual Hire	\$300.00	\$300.00	N	Q
* Refundable if conditions of hire are met				
* Lost keys replaced by user at full cost recovery				
Refundable Bond – Regular Hire	\$100.00	\$100.00	N	Q
* Refundable when key is returned				
* Lost keys replaced by user at full cost recovery				

### Optional Extras

Wireless Internet	\$55.00	\$60.00	Y	N
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### Silver Venues

**Letchworth Community Centre - Letchworth Hall**  
**Jerrabomberra Community Centre - Waratah, Grevilla, Wattle (Individual Hire)**

### Commercial Rates

1 Hour (Note: Minimum 2 hour hire)	\$42.00	\$45.00	Y	N
Day (7.5 hours)	\$260.00	\$260.00	Y	N

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Page 36 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### Commercial Rates [continued]

Additional hours to day rate	\$32.00	\$32.00	Y	N
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#### Community Rates

1 Hour (Note: Minimum 2 hour hire)	\$25.00	\$25.00	Y	G
Day (7.5 hours)	\$160.00	\$160.00	Y	G
Additional hours to day rate	\$20.00	\$20.00	Y	G

#### Additional Fees

Security, Equipment or Cleaning Breach	At Full Cost Recovery		Y	Q
Security Related Charges				
• Lost Key – At full cost Recovery				
• Security Patrol Response – At full cost Recovery				
• Fire System Response - At full cost recovery				
<input type="checkbox"/>				
Refundable Bond – Casual Hire	\$300.00	\$300.00	N	Q
* Refundable if conditions of hire are met				
* Lost keys replaced by user at full cost recovery				
Refundable Bond – Regular Hire	\$100.00	\$100.00	N	Q
* Refundable when key is returned				
* Lost keys replaced by user at full cost recovery				

#### Bronze Venues

**Jerrabomberra Community Centre - Banksia room**  
**Karabar Community Centre**

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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Commercial Rates

1 Hour (Note: Minimum 2 hour hire)	\$32.00	\$35.00	Y	N
Day (7.5 hours)	\$190.00	\$190.00	Y	N
Additional hours to day rate	\$22.00	\$22.00	Y	N

### Community Rates

1 Hour (Note: Minimum 2 hour hire)	\$16.00	\$16.00	Y	G
Day (7.5 hours)	\$95.00	\$95.00	Y	G
Additional hours to day rate	\$11.00	\$11.00	Y	G

### Additional Fees

Security, Equipment or Cleaning Breach	At Full Cost Recovery		Y	Q
Security Related Charges				
• Lost Key – At full cost Recovery				
• Security Patrol Response – At full cost Recovery				
• Fire System Response - At full cost recovery				
<input type="checkbox"/>				
Refundable Bond – Casual Hire	\$300.00	\$300.00	N	Q
* Refundable if conditions of hire are met				
* Lost keys replaced by user at full cost recovery				
Refundable Bond – Regular Hire	\$100.00	\$100.00	N	Q
* Refundable when key is returned				
* Lost keys replaced by user at full cost recovery				

### Office Space – Jerrabomberra/Letchworth/Karabar

1 Hour – Commercial	\$30.00	\$35.00	Y	G
* 50% discount to eligible community groups.				

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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### Office Space – Jerrabomberra/Letchworth/Karabar [continued]

1 Hour – Community	\$15.00	\$17.00	Y	G
Day (7.5 hours)	\$90.00	\$90.00	Y	H

#### Other Hall and Meeting Room Hire

\* Note: Section 355 committees are undergoing structural changes based on locality. Fees and charges may be changed throughout the 2019/20 Financial Year when committees are finalised.

#### Bungendore Administrative Office – Foyer – Businesses, corporations, government, political parties

Foyer Meeting Space	\$0.00	\$65.00	Y	G
Foyer Meeting Space	\$0.00	\$460.00	Y	G
Bond	\$0.00	\$100.00	N	Q

#### Bungendore Administrative Office – Foyer – Community or not-for-profit groups

Foyer Meeting Space	\$0.00	\$32.50	Y	G
Foyer Meeting Space	\$0.00	\$230.00	Y	G
Bond	\$0.00	\$100.00	N	Q

#### Bungendore Community Centre – Multi-purpose Room (Large) – Local Community Groups

Non Profit & Charitable Organisations	\$10.00	\$10.00	Y	G
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#### Bungendore Community Centre – Multi-purpose Room (Large) – Other Hirers

Other Hire	\$18.00	\$20.00	Y	G
Commercial Hire	\$35.00	\$40.00	Y	N
Early Learning/childcare – commercial organisations per day (all inclusive)	\$160.00	\$165.00	Y	G

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Page 39 of 138



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Bungendore Community Centre – Multi-purpose Room (Large) – Other Hirers** [continued]

Bond	\$100.00	\$100.00	N	Q
Key Deposit – No Use of Kitchen	\$30.00	\$30.00	N	Q
Key Deposit – Use of Kitchen	\$40.00	\$40.00	N	Q
Storage Facility – weekly hire	\$15.00	\$15.00	Y	G
Storage Facility – Not-for-profit organisations	No Charge		Y	A

**Bungendore Council Chambers – Businesses, corporations, government, political parties**

Council Meeting Room (large)	\$65.00	\$70.00	Y	N
Council Meeting Room (large)	\$460.00	\$460.00	Y	N
Meeting Room 2 (up to 10 people)	\$22.00	\$25.00	Y	N
Meeting Room 3 (up to 6 people)	\$16.00	\$17.00	Y	N
Bond	\$100.00	\$100.00	N	G
Fee for opening and closing Chambers for hire event	\$65.00	\$65.00	Y	N

**Bungendore Council Chambers – Community or not-for-profit groups**

Note: 1. Excluding political parties, 2. Regular Hirers must provide evidence of Insurance Cover

Council Meeting Room (large)	\$32.50	\$35.00	Y	G
Council Foyer to Chambers – Non-business hours	\$32.50	\$35.00	Y	G
Council Meeting Room (large)	\$230.00	\$230.00	Y	G
Meeting Room 2 (up to 10 People)	\$11.00	\$12.00	Y	G
Meeting Room 3 (up to 6 People)	\$8.00	\$8.50	Y	G
Bond	\$100.00	\$100.00	N	G

**Braidwood Council Meeting Room– Business, corporations, government, political parties**

Meeting Room	\$65.00	\$70.00	Y	N
Meeting Room	\$460.00	\$460.00	Y	N

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Page 40 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Braidwood Council Meeting Room– Business, corporations, government, political parties** [continued]

Regular Hiring by commercial users			Y	N
Bond	\$100.00	\$100.00	N	K

**Braidwood Council Meeting Room – Community or not-for-profit groups**

Meeting Room	\$32.50	\$20.00	Y	G
Meeting Room	\$230.00	\$160.00	Y	G
Bond	\$100.00	\$100.00	N	K

**Braidwood Councillors' Facilities Room – General**

Full day (subject to availability)	\$235.00	\$235.00	Y	K
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**Braidwood Councillors' Facilities Room – Community or Not-for-Profit Groups excluding political parties**

Meeting Room	\$36.00	\$40.00	Y	K
Bond	\$100.00	\$100.00	N	K

**Bungendore School of Arts**

Private functions	\$110.00	\$110.00	Y	G
Bond	\$105.00	\$105.00	N	G
Cleaning fee (if required)	\$105.50	\$105.50	Y	G
Heating fee	\$1.50	\$1.50	Y	G
Community Rate (< 0.5 day)	\$16.50	\$16.50	Y	G
Community Rate (daily rate – half day or greater)	\$33.00	\$33.00	Y	G
Commercial Rate (< 0.5 day)	\$44.00	\$44.00	Y	G
Commercial Rate (daily rate – half day or greater)	\$61.00	\$61.00	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### **Burra Community Hall – Community Groups**

Community Organisations-regular users (per use)	\$15.00	\$15.00	Y	G
Local Community Groups, Infrequent, special Events	\$40.00	\$40.00	Y	G

#### **Burra Community Hall – Private Functions**

Local residents	\$125.00	\$125.00	Y	G
Bond	\$150.00	\$150.00	N	G
Local residents – daytime hire only (3 hours maximum)	\$40.00	\$40.00	Y	G
Bond	\$150.00	\$150.00	N	G
Non residents	\$250.00	\$250.00	Y	G
Bond	\$300.00	\$300.00	N	G
Hire of Annexe (Tennis Shed) by Local Community Groups for Meetings	\$5.00	\$5.00	Y	G

#### **Hire of Cargill Park**

Pony Club use	\$65.00	\$65.00	Y	G
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#### **Hire of Carwoola/Stoney Creek Community Hall**

Community Groups – Casual Hire	\$24.00	\$24.00	Y	G
* Fee reduced to \$20 for groups who hire 12 or more times annually				
Local Community Associations (Social or fundraising)	\$130.00	\$130.00	Y	G
Private functions – (hirers from within the local area)(with or without kitchen)	\$130.00	\$130.00	Y	G
Bond – Hirers from within the local area	\$250.00	\$250.00	N	G
Private functions – Hall (with or without kitchen) Hirers from outside the local area	\$300.00	\$300.00	Y	G
Bond – hirers from outside the local area	\$1,000.00	\$1,000.00	N	G
Gas fee for hire periods 1 April to 31 October – per hour	\$6.00	\$6.00	Y	G
Gas fee for hire periods 1 April to 31 October – per day	\$55.00	\$55.00	Y	G

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Page 42 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Hire of Carwoola/Stoney Creek Community Hall** [continued]

Cleaning Charge	\$49.00	\$49.00	Y	G
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**Hire of Les Reardon Reserve & Hall**

Pony Club	\$600.00	\$600.00	Y	G
Per annum for monthly exclusive use of the Reserve and Hall. Equivalent of one full day per calendar month, including committee meetings one evening per month.				
Local Group Hire of Hall and Reserve (e.g. Car boot sale, Gymkhanas)	\$150.00	\$150.00	Y	G
Local Group Permanent Hire of Hall (e.g. Bywong Community Association, View Club)	\$180.00	\$180.00	Y	G
Commercial entity (full day) 9:00am–12:00 Midnight 15 hours total	\$300.00	\$300.00	Y	G
Commercial entity (half day) 9:00am–4:00pm OR 5:00pm–12:00 midnight 7 hours Maximum	\$150.00	\$150.00	Y	G
Casual hire of hall only (full day) 9:00am–12:00 Midnight 15 hours total	\$155.00	\$155.00	Y	G
Casual hire of hall only (half day) 9:00am–4:00pm OR 5:00pm–12:00 midnight 7 hours Maximum	\$95.00	\$95.00	Y	G
Casual hire of hall only (third of day) 9:00am–1:00pm OR 2:00pm–6:00pm OR 7:00pm–11:00pm 4 hours Maximum	\$55.00	\$55.00	Y	G
Bond – Full Day Hire	\$300.00	\$300.00	N	G
Bond half a day and third of day hire	\$150.00	\$150.00	N	G
Casual Hire of Hall (less than 2 hours)	\$25.00	\$25.00	Y	G

**Hire of Canning Close Reserve**

Full Day Hire (inclusive of small clubhouse, gas stove, gas BBQ, rainwater & amenities)	\$100.00	\$100.00	Y	G
Part Day Hire – Lesson with paid Instructor – grounds only	\$50.00	\$50.00	Y	G
Wamboin Pony Club	No Charge		Y	G

**Hire of Wamboin Community Hall**

Local Group hire with use of Kitchen and facilities	\$10.00	\$10.00	Y	G
Casual	\$125.00	\$125.00	Y	G
Bond (casual hire)	\$300.00	\$300.00	N	G

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Page 43 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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***Hire of Wamboin Community Hall*** [continued]

Local Group Hire (Pilates, Scouts, Playgroup, Community Assoc., Mothers Group)	\$7.00	\$7.00	Y	G
Children's Party – Local Residents – with strict adult supervision	\$75.00	\$75.00	Y	G
Bond (children's parties local residents)	\$100.00	\$100.00	N	G

***Hire of Wamboin Community Hall – Outside Hirers***

Non residents	\$300.00	\$300.00	Y	G
Bond	\$300.00	\$300.00	N	G
Children's Party – Non Residents – with strict adult supervision	\$100.00	\$100.00	Y	G
Bond (children's parties non-residents)	\$150.00	\$150.00	N	G

***Hire of Captains Flat Community Hall – Local Hirers***

Casual Hirers – 10 or less hires per annum	\$6.00	\$6.00	Y	G
Casual Hirers Heating	\$10.50	\$10.50	Y	G
Regular Users	\$4.50	\$4.50	Y	G
Regular Users Heating	\$10.50	\$10.50	Y	G
Electricity	\$5.50	\$5.50	Y	G
Cleaning	\$181.50	\$181.50	Y	G

***Hire of Captains Flat Community Hall – Parties***

Note: No 18th or 21st Birthday Parties

Bond	\$1,000.00	\$1,000.00	N	G
Hire	\$5.50	\$5.50	Y	G
Heating	\$10.50	\$10.50	Y	G
Electricity	\$5.50	\$5.50	Y	G
Cleaning	\$165.00	\$165.00	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### *Hire of Captains Flat Community Hall – Private Functions*

Note: No 18th or 21st Birthday Parties

Bond	\$1,000.00	\$1,000.00	N	G
Hire	\$5.50	\$5.50	Y	G
Heating	\$10.50	\$10.50	Y	G
Electricity	\$5.50	\$5.50	Y	G
Cleaning	\$181.50	\$181.50	Y	G

#### *Hire of Hoskinstown War Memorial Hall*

Private Use – all day	\$120.00	\$120.00	Y	G
Private Use – minimum half day/evening	\$91.00	\$91.00	Y	G
Community use not-for-profit organisations	No Charge		Y	G
Community use – half day	\$30.50	\$30.50	Y	G
Children's party (17 years and under)	\$75.00	\$75.00	Y	G
Regular bookings (private or community)	Set by Booking Officer subject to length / frequency of hire		Y	G
Bond for cleaning/damages to be paid prior to handing over of keys	\$160.00	\$160.00	N	G
Party hire – summer	\$132.00	\$132.00	Y	G
Party hire – winter	\$165.00	\$165.00	Y	G

#### *Hire of Hoskinstown War Memorial Equipment*

Note: 1. Repair costs for all damage to the Hall or breakage of equipment, caused by the hirer, must be paid by the hirer. 2. Equipment must be returned within 72 hours of the hire unless otherwise agreed with Booking Officer. Any equipment not returned on time will incur a double hire charge.

Tables and chairs – private	\$54.50	\$54.50	Y	G
Tables and chairs – community organisations	\$18.50	\$18.50	Y	G
Um (all users)	\$12.50	\$12.50	Y	G
Crockery/cutlery – private	\$42.50	\$42.50	Y	G
Community use – 2 hours or less	\$12.50	\$12.50	Y	G

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Page 45 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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***Hire of Hoskinstown War Memorial Equipment*** [continued]

Crockery/cutlery – community organisations	\$12.50	\$12.50	Y	G
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***Multi Purpose Hall Bungendore School – Community Use***

Non-exclusive use – first hour	\$38.00	\$38.00	Y	G
Non-exclusive use – second and subsequent hours	\$32.50	\$32.50	Y	G
Exclusive use – first hour	\$44.00	\$44.00	Y	G
Exclusive use – second and subsequent hours	\$38.00	\$38.00	Y	G
Afternoon/evening community sporting use – first hour	\$38.00	\$38.00	Y	G
Afternoon/evening community sporting use – second and subsequent hours	\$31.50	\$31.50	Y	G
Vacation care per day (all inclusive) – not-for-profit organisations	\$150.00	\$150.00	Y	G

***Multi Purpose Hall Bungendore School – Special Fees for Youth-Oriented Use***

Non-exclusive use – first hour	\$26.00	\$26.00	Y	G
Non-exclusive use – second and subsequent hours	\$20.50	\$20.50	Y	G
Exclusive use – first hour	\$32.00	\$32.00	Y	G
Exclusive use – second and subsequent hours	\$26.50	\$26.50	Y	G

***Multi Purpose Hall Bungendore School – Hire of Hall for Business Use – per hour***

Non-exclusive use – first hour	\$50.00	\$50.00	Y	G
Non-exclusive use – second and subsequent hours	\$44.00	\$44.00	Y	G
Exclusive use – first hour	\$56.50	\$56.50	Y	G
Exclusive use – second and subsequent hours	\$50.00	\$50.00	Y	G
Federal/State/Local Govt – per day (min 4 hours)	\$373.00	\$373.00	Y	N

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### *Multi Purpose Hall Bungendore School – Sound/PA Hire*

Sound/PA Hire	\$82.50	\$82.50	Y	G
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#### *Multi Purpose Hall Bungendore School – Function Rate*

Minimum 4 hours – per hour – first hour	\$273.50	\$273.50	Y	G
Second and subsequent hours	\$69.00	\$69.00	Y	G
Security Deposit – casual hirer (refundable)	\$600.00	\$600.00	N	G
Security Related Charges • Lost Key – At full cost Recovery • Security Patrol Response – At full cost Recovery • Fire System Response - At full cost recovery <input type="checkbox"/>				
Security Deposit – regular hirer (refundable)	\$300.00	\$300.00	N	G
Security Related Charges • Lost Key – At full cost Recovery • Security Patrol Response – At full cost Recovery • Fire System Response - At full cost recovery <input type="checkbox"/>				
Cleaning fee	\$514.00	\$514.00	Y	G
Hire of chairs	\$62.00	\$62.00	Y	G
Canteen hire	\$25.50	\$25.50	Y	G
Key Deposit	\$30.00	\$30.00	N	G
* Lost keys charged at full replacement cost				

#### *Royalla Common Elm Grove*

\* Contact Royalla S355 Management Committee to discuss arrangements

\* If after use all or any part of the Royalla Common / Community Hall/Toilets require cleaning, a fee of \$250 will be withheld from the bond

\* Regular Bookings by arrangement

Royalla Elm Grove hire third of a day – residents	\$20.00	\$20.00	Y	G
Royalla Elm Grove hire third of a day – non residents	\$70.00	\$70.00	Y	G

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Page 47 of 138



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Royalla Common Elm Grove** [continued]

Royalla Elm Grove hire third of a day – commercial group	\$100.00	\$100.00	Y	G
Royalla Elm Grove hire full day – residents/community organisations	\$60.00	\$60.00	Y	G
Royalla Elm Grove hire full day – non-resident	\$210.00	\$210.00	Y	G
Royalla Elm Grove hire full day – commercial group	\$250.00	\$250.00	Y	G
Royalla Elm Grove bond	\$250.00	\$250.00	N	G
Elm Grove Weddings/Large Functions – residents	From \$725		Y	G
Elm Grove Weddings/Large Functions – non residents	From \$1,000		Y	G
Elm Grove bond including Weddings and Large Functions	\$500.00	\$500.00	N	G
Mowing fee (if requested) – all categories	\$100.00	\$100.00	Y	H

**Royalla Community Hall – Common**

Community hall per day (includes meeting room/main hall/kitchen and toilets) – residents/community organisations	\$200.00	\$200.00	Y	G
Community hall per day (includes meeting room/main hall/kitchen and toilets) – non residents	\$400.00	\$400.00	Y	G
Community hall per day (includes meeting room/main hall/kitchen and toilets) – commercial group	\$750.00	\$750.00	Y	G
Community hall bond – residents/non-residents/community organisations	\$250.00	\$250.00	N	G
Community hall bond – commercial group	\$500.00	\$500.00	N	G
Meeting room third of day – residents/community organisations	\$20.00	\$20.00	Y	G
Meeting room third of day – non residents	\$30.00	\$30.00	Y	G
Meeting room third of day – commercial group	\$100.00	\$100.00	Y	G
Meeting room per day – residents/community organisations	\$60.00	\$60.00	Y	G
Meeting room per day – non residents	\$90.00	\$90.00	Y	G
Meeting room per day – commercial group	\$300.00	\$300.00	Y	G
Hay shed and surrounds – community organisation	\$250.00	\$250.00	N	G
Hay shed and surrounds – commercial group	\$500.00	\$500.00	N	G
Meeting room bond – residents and community group	\$250.00	\$250.00	N	G
Meeting room bond – non residents	\$250.00	\$250.00	N	G
Meeting room bond – commercial group	\$500.00	\$500.00	N	G

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Page 48 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Royalla Community Hall – Common** [continued]

Hall hire third of day – residents	\$40.00	\$40.00	Y	G
Hall hire third of day – non residents	\$60.00	\$60.00	Y	G
Hall hire third of day – commercial group	\$200.00	\$200.00	Y	G
Hall hire per day – residents/community organisations	\$120.00	\$120.00	Y	G
Hall hire per day – non residents	\$180.00	\$180.00	Y	G
Hall hire per day – commercial group	\$600.00	\$600.00	Y	G
Hall hire hour/day use bond – residents and community organisations	\$250.00	\$250.00	N	G
Hall hire hour/day use bond – non residents	\$250.00	\$250.00	N	G
Hall hire hour/day use bond – commercial group	\$500.00	\$500.00	N	G
Toilets only – residents, non residents or community group	\$20.00	\$20.00	Y	A
Toilets only – commercial group	\$50.00	\$50.00	Y	G
Toilets only – bond	\$250.00	\$250.00	N	G
Cleaning fee all rooms (if required) – all categories	\$100.00	\$100.00	Y	G
Heating fee per hour – all categories	\$10.00	\$10.00	Y	G
Hay shed and surrounds – resident – half day	\$40.00	\$40.00	Y	G
Hay shed and surrounds – non resident – half day	\$80.00	\$80.00	Y	G
Hay shed and surrounds – community organisation – half day	\$30.00	\$30.00	Y	G
Hay shed and surrounds – commercial group – half day	\$250.00	\$250.00	Y	G
Hay shed and surrounds – residents – per day	\$80.00	\$80.00	Y	G
Hay shed and surrounds – non residents – per day	\$160.00	\$160.00	Y	G
Hay shed and surrounds – community organisation – per day	\$80.00	\$80.00	Y	G
Hay shed and surrounds – commercial group – per day	\$500.00	\$500.00	Y	G
Hay shed and surrounds bond – resident and community organisation	\$250.00	\$250.00	N	G
Hay shed and surrounds bond – commercial group	\$500.00	\$500.00	N	G

**Fernleigh Park Community Hall**

\* The committee reserves the right to accept or decline a booking.

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Page 49 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Fernleigh Park Community Hall** [continued]

\* The committee may approve reduced fees for community organisations, businesses or groups providing services to local residents to support the viability of these services.

Conditions

a) Fernleigh park Resident - includes immediate family in attendance.

b) Sponsored non-resident - bookings approved prior by committee representatives as agreed and includes FP resident recommending booking NOTE: no bookings for 21st or 18th Birthdays or similar events.

c) Community Organisation - bookings approved prior by committee includes FP resident recommending booking

Fernleigh Park Resident fee per hour	\$25.00	\$25.00	Y	G
Fernleigh Park Resident daily fee (up to 7.5 hours)	\$50.00	\$50.00	Y	G
Sponsored non-resident fee per hour	\$30.00	\$30.00	Y	G
Sponsored non-resident daily fee (up to 7.5 hours)	\$100.00	\$100.00	Y	G
Community Organisation fee per hour	\$42.00	\$42.00	Y	G
Community Organisation daily fee (up to 7.5 hours)	\$150.00	\$150.00	Y	G
Fernleigh Park Hall bond (all categories)	\$150.00	\$150.00	N	Q

**Braidwood National Theatre Community Centre**

Community rates (incl community based events, residents' private functions ) up to 4 hours	\$26.00	\$26.00	Y	G
Community events, performances over 4 hours	\$105.00	\$105.00	Y	G
Commercial purpose (per day or part thereof)	\$160.00	\$160.00	Y	G
Community events – set up and clean up	\$30.00	\$30.00	Y	G
Hire of tables and chairs (up to 12 tables – maximum cost)	\$60.00	\$60.00	Y	G
Hire of tables	\$5.00	\$5.00	Y	G
Bond – Refundable deposit	\$100.00	\$100.00	N	G

**Bungendore Emergency Services Centre**

Meeting room hire (incl kitchen)	\$85.00	\$85.00	Y	G
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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***Rural Fire and Emergency Management Centre***

Training room hire – half day	\$80.00	\$80.00	Y	G
Training room hire – full day	\$130.00	\$130.00	Y	G
Planning room hire – half day	\$35.00	\$35.00	Y	G
Planning room hire – full day	\$70.00	\$70.00	Y	G
After hours surcharge (for both rooms)	\$35.00	\$35.00	Y	G

***Captains Flat Community Health Centre***

Business/commercial/government hire – half day	\$75.00	\$75.00	Y	G
Business/commercial/government hire – full day	\$130.00	\$130.00	Y	G
Community/not-for-profit groups hire – half day	\$20.00	\$20.00	Y	G
Community/not-for-profit groups hire – full day	\$30.00	\$30.00	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Community Regulation

### Impounded Items (Non Vehicles)

Impounded Item Transport Fee	At Full Cost Recovery		N	Q
Release fee for impounded article (includes shopping trolleys and sandwich-board signs)	\$80.00	\$80.00	N	Q
Notice Fee	\$10.00	\$10.00	N	Q

### Impounded Vehicles (Abandoned Vehicles Impounding Act 1993)

Impounded Vehicle Towing Fee	At Full Cost Recovery		N	Q
Release Fee	\$522.00	\$522.00	N	Q
Notice Fee	\$40.00	\$40.00	N	Q
Advertisement Re Impounding	\$150.00	\$150.00	N	Q

### Compliance costs for monitoring Clean Up and Prevention Notices

Authorised officer (fee per hour)	\$80.00	\$80.00	N	Q
Forfeit Fees (giving at least 48hrs notice)	No fee payable		Y	

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Construction and Complying Development – Building Work

### Construction Certificate Application for Building Work

\* Fees and quotations for certification services may be negotiated in special circumstances.

#### *New Building Construction Certificates – Fee based on:*

Estimated cost up to \$250,000	\$278 plus 0.5% of Cost plus 10% GST	Y	N
Estimate cost exceeding \$250,001 to \$1,000,000	\$1,528 plus 0.3% of cost in excess of \$250,000 plus 10% GST	Y	N
Estimated cost over \$1,000,000	\$3,778 plus 0.15% of cost in excess of \$1,000,000 plus 10% GST	Y	N
Where a solid fuel heater appliance is included with Construction Certificate application	Increase calculated Construction Certificate fee by \$320.00	Y	N

#### *Modification of Building Construction Certificates*

Issue of Modified Building Construction Certificate	\$224.00	\$230.00	Y	N
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### Issue of Complying Development Certificates (CDC)

#### *Issue of Complying Development Certificates – Fee based on:*

Cost of works estimated up to \$100,000	\$200 plus \$0.70 for each \$100 which exceeds estimated cost of \$5,000 plus GST	Y	N
Cost of works estimated from \$100,001 to \$250,000	\$865 plus \$0.50 for each \$100 which exceeds estimated cost of \$100,000 plus GST	Y	N
Cost of works estimated from \$250,001 to \$1,000,000	\$1,615 plus \$0.40 for each \$100 which exceeds estimated cost of \$250,000 plus GST	Y	N
Cost of works estimated above \$1,000,000	\$4,615 plus \$0.20 for each \$100 which exceeds estimated cost of \$1,000,000 plus GST	Y	N

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Page 53 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Issue of Complying Development Certificates – Fee based on:** [continued]

Complying Development Assessment fee (applicable to all applications)	\$400.00	\$400.00	Y	N
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**Issue of Modified Complying Development Certificates**

Issue of Modified Complying Development Certificate (CDC)	50% of original CDC fee plus GST		Y	N
Issue of Modified Complying Development Certificate (BASIX Amendment Only)	\$204.00	\$210.00	Y	N

**Other Related Fees**

General Flood Information – Whether the property is located in a flood prone area and, if so, advice regarding flood behaviour on the property	\$262.00	\$262.00	N	H
Complying Development Certificate showing compliance with Sec 3.36C(2) or Sec 3A.38(2) of the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 or for a Secondary Dwelling under State Environmental Planning Policy (Affordable Rental Housing) 2009. Includes General Flood Information.	\$456.00	\$456.00	Y	H
Complying Development Certificate showing a proposed development meets the requirements of cl.3.36C(3) or cl.3A.38(3) (development standards for flood control lots) of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008. Includes General Flood Information and assessment against s3.36C(2) or s3A.38(2) of the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.	\$650.00	\$650.00	Y	H
Issue Bushfire (BAL) Certificate	\$445.00	\$457.00	Y	N

**Carry Out Inspections as the Principal Certifying Authority (PCA) (Building)**

**Inspections – Carry out building / construction inspection and issue report as PCA:**

For Class 1, 3 to 9	\$224.00	\$230.00	Y	N
For Class 10 buildings	\$224.00	\$230.00	Y	N
For Class 2 Building: for the first unit	\$224.00	\$230.00	Y	N
For Class 2 Buildings: for each additional unit	\$143.00	\$147.00	Y	N
Any other competitive inspection fee	\$224.00	\$230.00	Y	N
Missed Inspection Administration Additional to Inspection Fee	\$135.00	\$135.00	Y	N
Occupation Certificates – Class 1 New Dwelling	\$326.00	\$335.00	Y	N
Occupation Certificates – Class 1a Additions and Alterations	\$250.00	\$250.00	Y	N

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Page 54 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Inspections – Carry out building / construction inspection and issue report as PCA:** [continued]

Occupation Certificates – Class 2	\$320.00 + \$210 per additional dwelling		Y	N
Occupation Certificates – Classes 3 to 9 New or Major Additions	\$470.00	\$483.00	Y	N
Occupation Certificates – Classes 3 to 9 Minor Alterations and Additions	\$319.00	\$328.00	Y	N
Occupation Certificates – Class 10	\$261.00	\$268.00	Y	N
Note: Where Council conducts a water and/or sewer inspection at the same time as a building inspection for the following inspection types the building inspection fee may be discounted by 75% * Plumbing Rough-in and Presheet Inspection * Final Water and Sewer and Occupation Certificate Inspection				

**Issue of Compliance Certificates where Council is the Principal Certifying Authority**

Stating specified building work has been completed and complies with plans and specifications per hour	\$224.00	\$230.00	Y	N
Inspection to assess whether all development conditions have been complied with and issuing of compliance certificate per hour	\$224.00	\$230.00	Y	N
Classification Certificate for Building or proposed building	\$224.00	\$230.00	N	N
Specified aspect of development complies with prescribed requirements	\$224.00	\$230.00	Y	N

**Carry Out Water and Sewer Inspections as the Water and Sewer Authority (Building Works)**

**Carry out water and sewer inspections in relation to building work where Council is the Water and Sewer Authority**

For Class 1, 3-10	\$219.00	\$225.00	N	H
For Class 2	\$215.00 + \$135.00 Per Additional Unit		N	H

**Administration Charge, Receipt and Registration of Certificates and Reports**

Fee to cover administration costs of lodging notice to commence/nominations of PCA (charged at lodgement of DA or CDC)	\$74.00	\$74.00	N	L
Lodgement of Notice of Work for Plumbing and Drainage Sec 9 Plumbing and Drainage Act 2011 (to be charged at lodgement of DA where water and/or sewer work to be carried out)	\$67.00	\$67.00	N	L
Lodgement of Complying Development Certificate by Private Certifier	\$36.00	\$36.00	N	M

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Page 55 of 138



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### Division 6.7 Building Information Certificates (for buildings which are lawfully erected) (Clause 260)

For each dwelling unit in a building or on an allotment – includes any class 1a building on the same site or an individual class 10 building	\$250.00	\$250.00	N	M
For all other buildings: * Not exceeding 200sqm	\$250.00	\$250.00	N	M
* Exceeding 200sqm but not exceeding 2,000sqm	\$250 plus \$0.50 per sqm for each sqm over 200		N	M
* Exceeding 2,000sqm	\$1,165 plus \$0.075 per sqm for each sqm over 2,000		N	M
Any part of a building which does not otherwise have a floor area	\$250.00	\$250.00	N	M

#### Table 6.7 – For buildings which are not lawfully erected

*The fee applicable to the Building Information Certificate application PLUS the following:*

##### *Class 10a & 10b outbuilding, garages, carports, pergolas, pools, retaining walls for cost of works:*

Up to \$5,000	\$388.00	\$388.00	N	M
\$5,001 to \$50,000	\$473.00	\$473.00	N	M
\$50,001 and over	\$880.00	\$880.00	N	M

##### *Class 1a dwellings, dwelling additions and dwelling alterations for cost of works:*

Up to \$5,000	\$388.00	\$388.00	N	M
\$5,001 to \$50,000	\$473.00	\$473.00	N	M
\$50,001 to \$250,000	\$880.00	\$880.00	N	M
\$250,001 and over	\$1,688.00	\$1,688.00	N	M

##### *Class 2-9 Buildings for cost of works:*

Up to \$5,000	\$388.00	\$388.00	N	M
\$5,001 to \$50,000	\$473.00	\$473.00	N	M

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Page 62 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### Administration Charge, Receipt and Registration of Certificates and Reports [continued]

Lodgement of Construction Certificates by Private Certifier	\$36.00	\$36.00	N	M
Lodgement of all forms of Occupation Certificate by Private Certifier	\$36.00	\$36.00	N	M

#### Security Deposit for damage to Public Assets (payable on lodgement of Construction Certificate or Complying Development Application)

Urban areas – developments involving delivery of construction materials or machine excavation	\$3,500.00	\$3,500.00	N	Q
Urban areas – involving demolition	\$4,000.00	\$4,000.00	N	Q
Rural areas – developments involving delivery of construction materials or machine excavation	\$1,000.00	\$1,000.00	N	Q
Rural areas – involving demolition	\$2,000.00	\$2,000.00	N	Q
Inspection prior to bond release (if Council not PCA)	\$205.00	\$205.00	N	Q

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Subdivision Construction Certificates, Subdivision Works Inspections and Subdivision Certificates

### Construction Certificate Application for Subdivision Work (including modified Construction Certificate)

#### Issue of Subdivision Construction Certificates

Certification of subdivision design plans for a Subdivision	\$25.00	\$35.00	N	N
Application for creation of new Torrens, Community or Strata Title Lots	\$125 per allotment		Y	N
Certification of plans for associated development works – per hour	\$0.00	\$242.00	Y	N

#### Subdivision Inspection Work

Inspection of Any Subdivision Construction works (other than water, sewer or stormwater). Includes Private and Public Roads, Bridges, Major Culverts and Entrances	\$242.00	\$249.00	Y	N
Inspection of water, sewer and stormwater drainage Subdivision Works as the Water and Sewer Authority Under the Water Management Act	\$219.00	\$225.00	N	H
Statement specifying that Subdivision Work has been completed	\$224.00	\$244.00	Y	H

### Application for Subdivision Certificate Release

#### Subdivision Certificate Application (Torrens, Neighbourhood, Community, Strata)

Subdivision Certificate Application	\$550.00 Plus \$100 per lot created	N	N
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#### Subdivision Certificate – Authorising the registration of a plan of subdivision for Strata / Torrens / Community Title

Signing or endorsement of 88B Instrument	\$170.00	\$170.00	N	H
Termination of Strata Scheme	\$110.00	\$110.00	Y	H
Amended 88B Instrument – applicant's mistake	\$84.00	\$84.00	N	H
Re-signing a Subdivision Certificate already issued	\$170.00	\$170.00	N	H
Water usage charge prior to connection of water meter	\$27.00	\$28.00	N	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Subdivision – Development Engineering Charges

Part release of Cash Bond or replacement of Bank Guarantees	\$110.00	\$110.00	N	H
Release of caveat, easement or restrictions to user	\$110.00	\$110.00	N	H
Subdivision Maintenance Bond with roads (sealed) (fee is per metre of road)	\$121.00	\$125.00	N	H
Subdivision Maintenance Bond with roads (rural areas) (fee is per metre of road)	\$25.50	\$26.50	N	H
Subdivision Maintenance Bonds (hydraulics) (fee is a percentage of assessed cost of works)	10% of cost of works		N	H
Early release of Subdivision Certificate – Administration	\$1,530.00	\$1,570.00	N	H
Re-submission of plans (fee is percentage of original fee)	30% of cost of original fee		N	H

### Compliance Certificate under Section 305 Water Management Act 2000

Certification of Servicing Works (Issued at satisfactory completion of works other than subdivision)	\$58.00	\$60.00	N	H
Certification of Construction Works (Issued at satisfactory completion of subdivision works)	\$58.00	\$60.00	N	H
Certification of design plans	\$215.00 plus \$25 per lot		N	H
Certification of design plans (non subdivision) – per hour	\$0.00	\$219.00	N	H

### Entering electronic (CAD) or paper plans into Council's Asset Information System

Plans NOT per Council Works as Executed (WAE) Standards – Per sheet	\$0.00	\$1,200.00	Y	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Development Related Administrative Charges

### Supply of Information from Council's Building, Development, Environmental Health or Strategic Planning Records

#### General Enquiry Fees

Including building entitlement search, previous consents etc – (search fees per hour or part thereof minimum fee includes admin and up to 1 hour of research)	\$262.00	\$262.00	N	L
Additional research fee per hour in excess of one hour	\$194.00	\$194.00	N	H
Search on pre 1995 land holdings under Yarrowluma LEP to determine dwelling entitlements (minimum fee includes admin and up to one hour of research)	\$274.00	\$282.00	N	H

#### Administration / Staff fees

#### Reproduction of documents (incl. photocopy or scan)

File documentation including search A3-A4	\$2.00	\$2.00	N	G
File documentation including search A1, A2 or A0	\$12.00	\$12.00	N	G
Photocopying – Section 355 Committees (must provide own paper)	\$0.50	\$0.50	N	C
Certified copy of document, map or plan held by Council	\$53.00	\$53.00	N	A

#### Provision of information to the public

by Email	\$9.00	\$9.00	N	H
on USB (4GB)	\$23.00	\$23.00	N	H
on CD/DVD	\$16.00	\$16.00	N	H

#### Other

Charge for search of files not associated with standard informal GIPAA Request	\$43.00	\$44.50	N	G
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Page 59 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Other** [continued]

Scanning of plans and other documents for QPRC records	\$30 plus \$2.00 per page		N	H
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**Administrative and Miscellaneous Fees**

Fire Safety Administration Fee relating to annual fire safety statements	\$74.00	\$74.00	N	G
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**Long Service Levy Collection Fee**

Long Service Levy Collection Fee	0.35% of all building / construction works \$25,000 and over		N	M
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Note: Collected on behalf of the Building & Construction Industry Long Service Corporation. This is not a Council fee, but a State Government levy, for which Council receives a commission. It is included in this schedule for information purposes only.

**Publications**

Acceptable Standards of Building Construction	\$50.00	\$50.00	N	H
Supply ABS list of monthly Development Approvals – standard information	\$64.00	\$66.00	N	N
Supply of customised approval data	\$41.00	\$41.00	Y	N

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Conveyancing Notices and Certificates

### Section 10.7 Planning Certificates

Planning Certificate (form 2) (cl 259(1))	\$53.00	\$53.00	N	M
Planning Certificate documentation (forms 2 and 5) (cl 259(2))	\$133.00	\$133.00	N	M
Reissue/reproduce Section 10.7 Planning Certificate	\$30.50	\$31.50	N	H
Cancellation of request	\$25.00	\$25.00	N	D
* retained from application fee				

### Drainage Diagrams

Search and provide a copy of sewerage drainage plan for conveyancing purposes	\$134.00	\$138.00	N	H
Preparation of sewerage drainage plan where there are no existing plans	\$134.00	\$138.00	Y	H
Search and provide copy of sewerage drainage plan direct to plumbers etc.	\$33.00	\$34.00	N	H
Sewerage Diagram (location of main)	\$33.00	\$34.00	N	H
Reissue/reproduce Drainage Diagram Certificate	\$33.00	\$34.00	N	H
Cancellation of request	\$25.00	\$25.00	N	D
* retained from application fee				

### Certificate as to Outstanding Orders

One fee for all acts including:* Sec 121 ZP (Previous) EPandA Act* Sec 735A Local Government Act* Swimming Pools Act* Food Act	\$203.00	\$209.00	N	H
Cancellation of request	\$25.00	\$25.00	N	D
* retained from application fee				

### Weeds Compliance Certificates

Certificate as to weed control notices, expenses & charges on land from repealed Nox. Weeds Act 1993 (Bio. Act Sch.7 Cl.28)	\$200.00	\$200.00	N	M
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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***Class 2-9 Buildings for cost of works:*** [continued]

\$50,001 to \$250,000	\$880.00	\$880.00	N	M
\$250,001 to \$500,000	\$1,688.00	\$1,688.00	N	M
\$500,001 and over	\$4,773.00	\$4,773.00	N	M

**Other Division 6.7 Building Information Certificate Fees**

Additional fee for more than one inspection (discretionary) (cl 260 (2))	\$90.00	\$90.00	N	L
Fee for copy of Building Certificate (cl 261)	\$13.00	\$13.00	N	L



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Development Application Fees

### Fee based on cost of work as estimated by Council

Up to \$5,000	\$110.00	\$110.00	N	M
\$5,001 to \$50,000	\$170 plus \$3 for each \$1,000 (or part of \$1,000) of estimated cost		N	M
\$50,001 to \$250,000 – (Includes Secretary's Levy)	\$352 plus \$3.64 for each \$1,000 (or part of \$1,000) by which estimated cost exceeds \$50,000		N	M
\$250,001 to \$500,000 – (Includes Secretary's Levy)	\$1,160 plus \$2.34 for each \$1,000 (or part of \$1,000) by which estimated cost exceeds \$250,000		N	M
\$500,001 to \$1,000,000 – (Includes Secretary's Levy)	\$1,745 plus \$1.64 for each \$1,000 (or part of \$1,000) by which estimated cost exceeds \$500,000		N	M
\$1,000,001 to \$10,000,000 – (Includes Secretary's Levy)	\$2,615 plus \$1.44 for each \$1,000 (or part of \$1,000) by which estimated cost exceeds \$1,000,000		N	M
More than \$10,000,000 – (Includes Secretary's Levy)	\$15,875 plus \$1.19 for each \$1,000 (or part of \$1,000) by which estimated cost exceeds \$10,000,000		N	M
Reassessment of Development Application following submission of substantially amended plans prior to determination	50% of Original DA Fee		N	L

### Development Application for Minor Works Within a Heritage Conservation Area

Applications for the following developments in a Heritage Conservation Area are still required to be lodged and approved by Council although no application fee is applicable:	No Fee	N	A
* Access ramps, Building identification signs, air conditioning units fixed to a wall or roof or ground mounted, aviaries, cabanas, fern houses, green houses, workshops, awnings, canopies, storm blinds, concrete and paving for dwelling houses, all driveways within a site, fences for a dwelling house, lattice enclosures, pergolas, trellises, gazebos, satellite dishes, skylight roof windows, solar water heaters, internal building renovations, painting, windows, glazed areas and external doors.			

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Advertising Signs (Reg CI 246)

Development involving the erection of Advertising Signs	Amount payable is whichever is the greater of the following fees: The fee calculated in accordance with development application fees schedule or \$285 plus \$93 for each advertisement in excess of one.	N	M
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### Dwelling House (Reg CI 247)

Development involving the erection of a dwelling house with an estimated construction cost of \$100,000 or less	\$455.00	\$455.00	N	M
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### Residential Flat Development (Reg CI 248)

An additional fee for development which is required to be referred to a design review panel under State Environmental Planning Policy No. 65	\$760.00	\$760.00	N	M
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### Miscellaneous Development (Reg CI 250)

Development not involving the erection of a building, the carrying out of work, the subdivision of land, the demolition of a building or work	\$285.00	\$285.00	N	M
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### Subdivision (including Strata Subdivisions) (Reg CI 249)

Subdivisions (other than strata) involving new road	\$665 plus \$65 per additional lot	N	M
Subdivisions (other than strata) with NO new road	\$330 plus \$53 per additional lot	N	M
Strata Subdivision	\$330 plus \$65 per additional lot	N	M

### Integrated Development (Reg CI 253)

Processing fee for additional costs incurred by Council for assessment of Integrated Development	\$140.00	\$140.00	N	M
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Designated Development (Reg CI 251)

In the case of development for which an environmental planning instrument of Development control plan requires notice to be given, otherwise that as referred in a. b. & c. above.	\$1,105.00	\$1,105.00	N	M
Designated Development fee that is in addition to any other fees payable	\$920.00	\$920.00	N	M

### Development Requiring Advertising (Reg CI 252(a) – (c))

In addition to any other fees payable the following maximum fees for the giving of the notice required for the development may be charged:

Designated Development	\$2,220.00	\$2,220.00	N	M
Advertised Development (under the Act) – (Includes residential flat buildings, SEPP Seniors Living and nominated Integrated Development) – (Incorporates Standard Notification Fee)	\$1,105.00	\$1,105.00	N	M
Prohibited Development	\$1,105.00	\$1,105.00	N	M

### Local Advertised Development Under any Environmental Planning Instrument or Development Control Plan (Reg CI 252(d))

Standard Notification Fee (includes modifications unless elsewhere specified)	\$174.00	\$174.00	N	L
Standard Notification Fee for Development Classed as Minor Work within a Heritage Conservation Area	No Fee		N	M
Notice in Local Newspaper (incorporates Standard Notification Fee)	\$360.00	\$360.00	N	L

### Development Requiring Concurrence (Reg CI 252A)

Processing fee for additional costs incurred by Council for assessment of development requiring concurrence	\$140.00	\$140.00	N	M
Concurrence fee where concurrence required under the Act or environmental planning instrument (e.g. QLEP/YLEP) – payable to each concurrence authority for the development is the sum of those fees	\$320.00	\$320.00	N	M

### If two or more fees are applicable to a single application (Reg CI 254)

If two or more fees are applicable to a single Development Application (such as an application to subdivide land and erect a building on one or more lots created by the Subdivision), the maximum fee payable for the development is the sum of those fees	To be calculated		N	M
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Modification of a Development Consent

### Modified Development Application Fees

The maximum fee for an application under Sec 4.55 (1) of the EP&A (Amendment) Act 1997	\$71.00	\$71.00	N	M
The maximum fee for an application under Sec 4.55 (1A) of the EP&A (Amendment) Act 1997	\$645 or 50% of the fee for the original development, whichever is the lesser		N	M
Modification to BASIX Certificate, minor change not involving re-notification, significant re-assessment or changes to a condition of consent in respect of colours of building materials or external finishes	\$71.00	\$71.00	N	M
Modification to alter a building envelope – includes notification fee	\$341.00	\$341.00	N	M

### Other Modifications – Significant Environmental Impact Section 4.55 (2)

The fee for an application under Sec 4.55 (2) of the EP&A (Amendment) Act 1997 for the modification of a development consent is:

If the fee for the original application was less than \$100	50% of the original DA fee	N	M	
If the original DA fee was \$100 or more, for an application that does not involve the erection of a building, the carrying out of work or the demolition of a work or building	50% of the original DA fee	N	M	
If the original DA fee was \$100 or more, for an application that involves the erection of a dwelling house with an estimated cost of \$100,000 or less	\$190.00	\$190.00	N	M
In the case of an application with respect to any other development application:	As per Table 3 below.	N		

### Modifications – Significant Environmental Impact under Section 4.55 (2) – Table 3

Up to \$5,000	\$55.00	\$55.00	N	L
\$5,001 – \$250,000	\$85 plus \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost		N	L
\$250,001 – \$500,000	\$500 plus \$0.85 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$250,000		N	L
\$500,001 – \$1,000,000	\$712 plus \$0.50 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$500,000		N	L
\$1,000,001 – \$10,000,000	\$987 plus \$0.40 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$1,000,000		N	L

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Page 67 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Modifications – Significant Environmental Impact under Section 4.55 (2) – Table 3** [continued]

More than \$10,000,000	\$4,737 plus \$0.27 for each \$1,000 (or part of \$1,000) of the estimated cost exceeding \$10,000,000		N	L
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**Notification for other Modification under Section 4.55 (2) or 4.56 (1) (Reg CI 258(2)(3))**

An additional fee for notification of the application	\$665.00	\$665.00	N	L
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**Modification involving Residential Flat Buildings SEPP65 (Reg CI 258(2A)(3A))**

An additional fee is payable where a design verification was required to accompany the modified DA under Clause 50 (1A) of the Regulations and was referred to a design review panel.	\$760.00	\$760.00	N	L
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**Other Development Related Fees**

**Fee for review of a decision to reject a Development Application (Reg CI 257A) – where estimated cost of work is:**

Less than \$100,000	\$55.00	\$55.00	N	M
\$100,000 – \$1,000,000	\$150.00	\$150.00	N	M
More than \$1,000,000	\$250.00	\$250.00	N	M

**Extend Lapsing Period of Development Consent Section 4.54**

Extend lapsing period of Development consent Sec 95A	\$296.00	\$296.00	N	H
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**Clause 4.6 Variations (CI 4.6 SI LEP) or SEPP 1 Objections**

New and consideration of SEPP 1/ Clause 4.6 Objection	\$155.00	\$155.00	N	L
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### *Review of Determination*

In addition to any notification fee required, the maximum fee for a request to review a determination under Sec 8.2 of the Act is: * For an application that does not involve the erection of a building, (the carrying out of work or the demolition of a work or building	50% of the original DA fee		N	M
* For an application that involves the erection of a dwelling house with an estimated cost of \$100,000 or less	\$190.00	\$190.00	N	M
* In any other case: Fee is as per Table 3 above for modification fees under Sec 4.55 (2)	As per Table 3 above.		N	

#### *Post Lodgement Development Application Discussions*

Fee for the second and subsequent post lodgement meetings in respect of development applications	\$203.00	\$209.00	Y	H
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#### *Site Compatibility Certificate*

Certificate issue	\$313.00	\$322.00	N	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Development Control Plans and Plans of Management

### Development Control Plans

Copies of LEPs, DCPs, Design Specifications and Section 64 & 94 Developer Contribution Plans	Copies of these documents are no longer available in hard copy. Please go to <a href="http://www.qprc.nsw.gov.au">www.qprc.nsw.gov.au</a> to download documentation.	N
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### Plans of Management – Community Land

Plans of Management	Copies of these documents are no longer available in hard copy. Please go to <a href="http://www.qprc.nsw.gov.au">www.qprc.nsw.gov.au</a> to download documentation.	N
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Engineering Works

Engineering Inspection Fee – per hour	\$237.00	\$244.00	N	H
Plan Search and Copy Fee (A3 and A4 size)	\$28.00	\$29.00	N	H
Plan Search and Copy Fee (A1 size)	\$40.50	\$42.00	N	H
Sails, Booking fee, Erection and Removal	\$626.00	\$643.00	N	H
Road Banner, Booking fee, Erection and Removal	\$371.00	\$381.00	N	H
Erection of signs for Dedicated Parking Spaces for Doctors	\$298.00	\$306.00	N	H
Rent/lease of road or road related areas adjacent to commercial zones per m2	\$52.00	\$54.00	Y	H
Auspec #2 (CD copy)	\$73.00	\$75.00	N	H

## Roads Directory

Roads Directory Fee	\$32.00	\$32.00	N	N
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## Use of General Plant and Operator per hour (all inclusive)

Note: in ordinary working time for a maximum of one days work

Private Grading (Grader, Roller & Water Cart)	Estimated upon request	Y	H
Other plant combinations	By Quotation	Y	H

## Supply rural address number

Initial number	\$149.50	\$153.50	Y	G
Replacement numbers	\$23.00	\$23.50	Y	G
For subdivisions for first lot or new dual occupancy	\$149.50	\$153.50	Y	G
For subdivisions for each other lot	\$80.50	\$82.50	Y	G



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Street Naming

Fee for advertising proposed street name	At Cost	N	H
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### Weight of Loads

Heavy Vehicle OS/OM permit (set by NHVR)	\$70.00	\$70.00	N	M
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### Contributions to Works – Adjoining Owners

K & G Construction – Main frontage	Per Metre - 50% of actual cost	N	C
K & G Construction – Side frontage	Per Metre - 25% of actual cost	N	C
Foot paving – Main frontage	50% of actual cost	N	C
Foot paving – Side frontage	25% of actual cost	N	C

### B-Double Route Application Fee

B-Double Route Application Fee	Now handled by NHVR	N	M
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### Land Access and Activity Notice

Note: refer to the Telecommunications Act 1999

Land Access and Activity Notice Fee	\$85.00	\$85.00	N	M
* Per hour minimum fee \$85				

### Lease of Council Land or Council Asset

Lease of Council Land or Council Asset	Casual hire to be negotiated based on market rate. Permanent hire subject to contract.	Y	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Vehicular Entrance and Roads Act Approvals

Section 138 Certificate Application (local roads)	\$217.00	\$223.00	N	H
Section 138 Certificate Application (classified roads)	\$724.00	\$743.00	N	H
Section 138 inspection of engineering works in existing road reserves (driveways, kerb and/or gutter, road pavement, footpaths)	\$205.00	\$205.00	N	L
Section 138 Security Bond – rural (unsealed)	\$1,000.00	\$1,000.00	N	N
Section 138 Security Bond – rural (sealed)	\$2,000.00	\$2,000.00	N	N
Assessment of Traffic Control Plans	\$169.00	\$174.00	N	H
Provision of Traffic Control	Calculate on Application		N	H
Monitoring of Traffic Control Plans (Bonds) (Minimum Charge)	\$265.00	\$272.00	N	H
Creation of Traffic Control Plan	\$50.00	\$50.00	N	H

### Closure of Public Road

Application Fee	\$892.00	\$892.00	N	H
Department of Lands fee	As set by Department of Industry - Lands		N	M
Lodgement of Plan	\$439.00	\$439.00	N	H
Public advertisement required for Road Closures – Local	\$499.00	\$499.00	N	H
Public advertisement required for Road Closures – Main, Regional and Collector	Calculate on Application		N	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Environmental Health

### Food Act and Regulation

#### *Annual Administration Charge*

0 to 5	\$186.00	\$191.00	N	H
6 to 50	\$800.00	\$821.00	N	H
More than 50	\$3,500.00	\$3,600.00	N	H
Mobile food vendors and water carters garaged in QPRC LGA	\$0.00	\$190.00	N	H
Schools, non commercial food premises, stalls and mobile food vehicles at temporary events	No charge		N	A

#### *Inspection Fee – Food Premises*

Inspection Fee	\$150.00	\$150.00	N	H
Charge for events, schools, childcare, not-for-profit fundraising, water carters and mobile food vendors	No charge		N	H

#### *Notices*

Improvement notices	\$330.00	\$330.00	N	L
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### Public Health Act and Regulation

#### *Skin Penetration*

Notification fee	\$100.00	\$100.00	N	L
Inspection fee	\$150.00	\$150.00	N	L

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Public Swimming Pools

Notification fee	\$100.00	\$100.00	N	A
Inspection fee	\$150.00	\$154.00	N	L

### Regulated System

Inspection fee	\$150.00	\$154.00	N	L
Associated laboratory work	At cost		N	L

### Improvement and Prohibition orders

Regulated systems	\$560.00	\$560.00	N	M
All others	\$270.00	\$270.00	N	M

### Inspection following order

charge per half hour	\$125.00	\$125.00	N	L
Maximum charge	\$500.00	\$500.00	N	L

### Outdoor Dining Fees

Administration Fee Upon Application – All Areas	No charge		N	J
Annual Fee per m2	No Charge		N	J

### Protection of the Environment Operations Act and Regulations

Fee for clean-up, prevention and noise control notices	\$563.00	\$577.00	N	M
Compliance costs for monitoring actions and compliance with a prevention notice, clean-up notice or noise control notice – per hour	\$150.00	\$154.00	N	J

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Swimming Pools Act and Regulation

Swimming pool resuscitation sign	\$31.00	\$31.00	Y	L
Barrier exemption application fee	\$250.00	\$250.00	N	L
Compliance certificate inspection	\$150.00	\$150.00	N	M
Subsequent inspections	\$100.00	\$100.00	N	M
Inspection following invalid certificate	\$150.00	\$150.00	N	M
Inspection as part of random 10% safety program	No charge		N	M

### Other Operational Matters

Effluent area sign	\$13.00	\$13.00	Y	L
Microbiological test	At cost		N	L
Chemistry test	At cost		N	L
Sampling/inspection-test fee	\$150.00	\$150.00	N	M
Specific Industrial waste source sampling	\$270.00	\$278.00	N	L

### Local Government Act (s608(3)) – Inspection of Premises and Other Fees

Inspection of Underground Petroleum Storage Systems	\$0.00	\$250.00	N	L
Inspection and investigation of compliance matters and environmental incidents	\$0.00	\$153.00	N	L

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Community Services

### Childcare

#### Family Day Care

New Educator Training Fee	\$100.00	\$100.00	Y	K
Administration fee (fee per hour per child)	\$1.35	\$1.35	N	K
Educator Fee Family Day Care (fee per hour per child)	\$0.50	\$0.50	N	K
Parent Registration Fee	\$50.00	\$50.00	N	K
Sibling Registration Fee	\$25.00	\$25.00	N	K
Electronic Timesheets	\$0.00	\$3.30	N	N

### AXIS Youth Centre

#### Multi Purpose Room

Community Rate (3 hours eg. 9am – 12 noon or Noon – 3pm) (fee per session)	\$40.00	\$40.00	Y	G
Commercial Rate (fee per hour)	\$40.00	\$40.00	Y	N

## Community Events and Competitions

### Arts and Cultural Events

Event stall holders fee	Calculate on application		N	G
Rusten House Workshop Hire – Half Day (3hrs)	\$50.00	\$50.00	Y	N
Rusten House Workshop Hire – Full Day (6hrs)	\$80.00	\$80.00	Y	N
Rusten House Workshop Hire – Weekend	\$150.00	\$150.00	Y	N
Rusten House Exhibition Space G1 (per week)	\$240.00	\$240.00	Y	N
Rusten House Exhibition Space G2 (per week)	\$120.00	\$120.00	Y	N

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Page 77 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Arts and Cultural Events [continued]

'The Q' Exhibition Space – Regular Booking (per week)	\$380.00	\$380.00	Y	N
'The Q' Exhibition Space – Concession (per week)	\$180.00	\$180.00	Y	N
Exhibition Sales	25% commission		Y	N
Retail Sales	25% commission		Y	N

### Community Events

Event stall holders fee	Calculate on application		N	G
Community food vendor	\$100.00	\$100.00	N	G
* Discount available for Braidwood and Bungendore Community Christmas Party's				
Commercial food vendor	\$200.00	\$200.00	N	N
* Discount available for Braidwood and Bungendore Community Christmas Party's				
Community Stallholder	\$20.00	\$20.00	N	G
Commercial stallholder	\$40.00	\$40.00	N	N
Commercial liquor stallholder	\$150.00	\$100.00	N	N
* Available at selected events only				
Inside sites – Single site (Christmas in July only)	\$100.00	\$100.00	N	N
Inside sites – Double site (Christmas in July only)	\$200.00	\$200.00	N	N
Bundled deal for Community Christmas Party Stallholders	<ul style="list-style-type: none"> <li>Two venues (One Queanbeyan and one other) \$250</li> <li>Additional events \$50</li> <li>All four events \$350</li> </ul>		N	G

### QPRC Art Competitions

Entry Fee – Adults	\$30.00	\$30.00	Y	G
Entry Fee – Concession	\$20.00	\$20.00	Y	G
Entry Fee – Youth (Up to 18 years of age)	\$15.00	\$15.00	Y	G

continued on next page ...

Page 78 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
<i>QPRC Art Competitions</i> [continued]				
Entry Fee – Schools and Community Groups	\$15.00	\$15.00	Y	G



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Geographic Information System (GIS) and Information Request Fees (Public Access Act 2009)

### GIS Information – Plans or Maps (excludes Local Environmental Plan maps)

AO – Colour (Photo Gloss Paper)	\$75.00	\$75.00	N	N
A1 – Colour	\$60.00	\$60.00	N	N
A2 – Colour	\$45.00	\$45.00	N	N
A3 – Colour	\$30.00	\$30.00	N	N
A4 – Colour	\$25.00	\$25.00	N	N
Provision of new subdivision maps as approved – annual subscription fee for service (maintenance for existing subscribers) per year.	\$105.00	\$105.00	N	N
Provision of new subdivision maps as approved – annual subscription fee for service (new subscriptions)	\$231.00	\$238.00	N	N

### GIS Information from system according to request for data

Cost per hour for preparation	\$175.00	\$180.00	N	N
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### GIPAA – Formal Access Application

Individual – Fee including first hour	\$30.00	\$30.00	N	M
* Includes requests for CCTV Footage				
Individual – Fee thereafter (per hour)	\$30.00	\$30.00	N	M
Electronic Media	\$15.00	\$15.00	N	H
* Where information is requested via Electronic Media the device will be provided by Council.				

### Schedule 1 – Informal Access Application

GIPAA – Informal Access Information if produced on USB	\$22.50	\$22.50	N	M
Business Papers, Minutes, Management Plan and Annual Reports	No charge		N	M

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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Other Information Requests

Aerial Mapping Services – Private Works	Fee by Quotation		N	N
Retrieval of ex employees' personnel files	\$32.00	\$33.00	N	N

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Libraries

### General Library Fees

Toys – Lost or Damaged	Replacement cost		N	Q
Personal Earphones	\$2.00	\$2.00	Y	H
Overdue Fees – fees are charged per overdue item per week or part thereof, with a seven-day grace period	\$1.20	\$1.20	N	Q
* Maximum charge \$5 for children and \$10 for adults				
Unreturned, lost or damaged items	Replacement cost + \$5		N	Q
Lost or damaged DVD cases	\$2.00	\$2.00	N	Q
Drinks	\$0.00	\$2.50	Y	H

### Loan Fees

Inter-Library Loans (fees are charged per item where the item can be obtained from a reciprocal non-charging library.)	\$3.60	\$5.00	Y	H
A charge per item will apply if the borrower requests the Library to obtain an item from a library that charges to provide inter-library loans. Standard fee set by National Library.	\$16.50	\$28.50	Y	M

### Library Cards/Bags

Library Bags	\$3.50	\$3.50	Y	H
First card issued at no charge	No charge		N	A
Replacement Cards – Second and subsequent cards each	\$2.50	\$3.00	N	G

### Library Photocopying and Other Charges

Note: Non standard paper types include transparencies and photographic paper

#### Black and White

A4 & A3 Copies / Prints – Standard Paper Type	\$0.25	\$0.25	Y	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Colour

A4 copies / Prints – Standard Paper Type	\$1.00	\$1.00	Y	H
A3 copies / Prints – Standard Paper Type	\$1.50	\$1.50	Y	H

### Other Charges

Consumables – USB Memory Sticks	\$10.00	\$12.50	Y	G
Copy VCR to DVD (Braidwood Only)	\$15.00	\$20.00	Y	G
Research Family and Local History (First Hour Free)	\$30.00	\$30.00	Y	G
School Holiday Program (Cost Recovery of Materials)		\$3 to \$10	Y	G
Other Programs (Cost Recovery)		\$5 to \$20	Y	G
General Library Events		\$0 to \$20	Y	G
Laminating – A4 (Braidwood Only)	\$2.00	\$2.00	Y	G
Laminating – A3 (Braidwood Only)	\$4.00	\$4.00	Y	G
Laminating – A2 (Braidwood Only)	\$6.00	\$6.00	Y	G
Binding – A4 documents (Braidwood Only)	\$8.00	\$8.00	Y	G
Faxes – Send (Braidwood and Bungendore Only)	\$2.00	\$2.00	Y	G
Faxes – Receive (Braidwood and Bungendore Only)	\$1.00	\$1.00	Y	G

### Book Sales

Fiction	\$0.00	\$1.00	Y	H
Non-Fiction	\$0.00	\$2.00	Y	H
Magazines	\$0.00	\$0.50	Y	H
Sets		As marked	Y	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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Local Environmental Plans

Public Land

Application for certificate of classification of public land (section 54 of Local Government Act).	No charge	N	M
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Other Infrastructure

### Residential Driveways:

Establishment Fee	\$277.00	\$285.00	Y	N
Vehicular Kerb Crossing per metre	\$356.00	\$366.00	Y	N
Driveway slabs (100mm thick no reo) Per m2	\$184.00	\$189.00	Y	N
Driveway slabs (100mm thick 1SL62) Per m2	\$195.00	\$201.00	Y	N

### Flat and Commercial Driveways:

Establishment Fee	\$277.00	\$285.00	Y	N
Vehicular Kerb Crossing per metre	\$408.00	\$419.00	Y	N
Driveway slab (150mm thick with 2SL72) Per m2	\$226.00	\$232.00	Y	N

### Industrial Driveways:

Establishment Fee	\$277.00	\$285.00	Y	N
Vehicular Kerb Crossing per metre	\$466.00	\$479.00	Y	N
Driveway slab (150mm thick with 2SL72) Per m2	\$226.00	\$232.00	Y	N
Driveway slab (200mm thick with 1SL72) Per m2	\$240.00	\$247.00	Y	N

### Rural Crossing:

Pipes and Headwalls	Calculate on application	Y	N
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Restoration Charges

### Road Restoration:

Establishment Fee	\$277.00	\$285.00	N	N
A.C with cement concrete base per m2	Calculate on application		N	N
Concrete pavement per m2	Calculate on application		N	N
Bitumen surface on all classes of base other than concrete per m2	Calculate on application		N	N
Unsealed pavement or shoulders per m2	Calculate on application		N	N

### Footway Restoration:

Establishment Fee	\$277.00	\$285.00	N	N
Concrete Surface per m2 (100mm thick)	\$187.00	\$192.00	N	N
Asphalt surface per m2 (100mm thick)	\$160.00	\$165.00	N	N
Gravel surface per m2 (100mm thick)	\$97.00	\$100.00	N	N
Driveway slab (100mm thick no reinforcement) per m2	\$184.00	\$189.00	N	N
Driveway slab (150mm thick with 1SL72 per) m2	\$216.00	\$222.00	N	N
Kerb and Gutter, Vehicular Kerb Crossing per metre	\$328.00	\$337.00	N	N

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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Publications

Maps (Council maps not LIC data)

Large Map	\$19.50	\$19.50	N	H
Small Map	\$10.00	\$10.00	N	H

Books

Queanbeyan Sporting Gallery 3rd Edition	\$20.00	\$20.00	Y	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Public Cemeteries

### Palerang Cemeteries

Plot	\$660.00	\$682.00	Y	G
Standard Plaque (incl Freight)	\$555.00	\$555.00	Y	G
Standard Headstone	\$380.00	\$380.00	Y	G
Weekday Interment	\$875.00	\$892.00	Y	G
Burials on private property	\$1,720.00	\$1,720.00	Y	G
Garden Interment (all inclusive)	\$1,030.00	\$1,030.00	Y	G
Niche in wall (includes plaque)	\$480.00	\$480.00	Y	G
Interment of ashes in existing (occupied) plot 50% regular interment cost	\$440.00	\$446.00	Y	G
Interment of ashes in new plot Equivalent to regular interment cost	\$875.00	\$892.00	Y	G

### Queanbeyan Cemeteries

#### Lawn Section

Single Occupancy	\$3,170.00	\$3,260.00	Y	G
Reservations, single occupancy (in accordance with Council Policy)	\$3,170.00	\$3,260.00	Y	G
Reservations, double occupancy (in accordance with Council Policy)	\$0.00	\$5,300.00	Y	G
Double Occupancy 1st Interment	\$3,360.00	\$3,450.00	Y	G
Second interment costs	\$1,840.00	\$1,890.00	Y	G

#### Bushland Cemetery (Does not include Plaque)

Rock Single (Ashes)	\$1,010.00	\$1,040.00	Y	G
Rock Double (Ashes)	\$1,650.00	\$1,700.00	Y	G
Single Burial Site	\$3,430.00	\$3,520.00	Y	G
Brown Granite Headstone	\$312.00	\$321.00	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Babies' Lawn Section

(Maximum casket length 1.1 metres – up to four years of age) – does not include plaque	\$701.00	\$720.00	Y	G
Magnolia Garden – includes plaque	\$195.00	\$201.00	Y	G

### Children's Lawn Section (Does not include Plaque)

(Four years to twelve years of age)	\$1,530.00	\$1,570.00	Y	G
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### Monumental Section

Single occupancy (includes application fee for monument permit and removal / replacement of ledger)	\$5,310.00	\$5,450.00	Y	G
Double occupancy (includes application fee for monument permit and removal / replacement of ledger)	\$5,680.00	\$5,830.00	Y	G
Plus second interment costs	\$1,950.00	\$2,010.00	Y	G
Vault (includes fee for monumental application)	\$0.00	\$10,660.00	Y	G

### Reservation

Single occupancy	\$5,310.00	\$5,450.00	Y	G
Double occupancy	\$7,630.00	\$7,830.00	Y	G
Vault (includes fee for monumental application. All vaults double depth)	\$10,480.00	\$10,760.00	Y	G

### Riverside Cemetery

Reserved plots and second interments only	Price on enquiry		Y	G
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### Additional Fees

Cemetery administration fee	\$35.00	\$35.00	Y	G
Burials on Saturday, Sunday or public holidays (excluding Christmas Day and Good Friday): extra	\$1,720.00	\$1,770.00	Y	G
Grave's exceeding standard size or depth	\$271.00	\$279.00	Y	H

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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### *Additional Fees* [continued]

Late fee (burials that occur after 3pm Monday-Friday)	\$390.00	\$401.00	Y	G
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#### *Ashes*

General /Services	\$825.00	\$847.00	Y	G
Reservation	\$825.00	\$847.00	Y	G
Remembrance Rose Garden	\$825.00	\$847.00	Y	G
Crab apples	\$825.00	\$847.00	Y	G

#### *Ashes in new grave plot (Excludes plaque)*

New plots suitable for burial	\$3,170.00	\$3,260.00	Y	G
Old Areas	\$1,170.00	\$1,330.00	Y	G
New plots unsuitable for burial, includes one ashes placement	\$1,410.00	\$1,320.00	Y	G

#### *Ashes in existing grave plot (Excludes plaque)*

Lawn Section	\$513.00	\$527.00	Y	G
Monumental Section	Price on enquiry		Y	G

#### *Miscellaneous*

Memorial Seat Metal	\$5,010.00	\$5,150.00	Y	H
Memorial Seat Timber	\$3,190.00	\$3,280.00	Y	H
Refurbish Bronze Plaque	\$195.00	\$201.00	Y	H
Additional vase – Lawn	\$205.00	\$211.00	Y	G
Cemetery Additional vase – Niche Wall	\$92.00	\$95.00	Y	G
Vase fitted to existing headstone	\$285.00	\$293.00	Y	G
Placement fees for Vases	\$40.00	\$40.00	Y	G

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Page 90 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Miscellaneous** [continued]

Opening of grave for Exhumation	\$3,660.00	\$3,760.00	Y	G
Probe depth (discounted off second interment – if it proceeds)	\$195.00	\$201.00	Y	G
Search Records fee	\$80.00	\$83.00	N	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Rates and Financial Administration

### Certificate and Notices Preparation

Email Copy of Rate Notices or Instalment Notices Each	\$15.00	\$15.00	N	Q
* First copy is free for misplaced notices				
Estimation Fee	\$50.00	\$50.00	N	Q
* Fee is charged when Council is unable to read a water metre and has to estimate water consumption for a rates notice				
Section 603 Certificate (includes rate details and special water meter reading)	\$185.00	\$185.00	N	M
Section 603 Certificate – Standard – (Does Not include special water meter reading)	\$85.00	\$85.00	N	M
Urgency Fee	\$47.50	\$49.00	N	H
Special Water Meter Reading (separate to Section 603 Certificate)	\$126.00	\$130.00	N	H
Reprint of Rates or Instalment Notices	\$36.00	\$16.00	N	Q

### Information Fees (Note: Information fees also apply to real estate agents, valuers and banks who have not purchased the complete property status report)

Information Fee – Verbal	\$13.50	\$14.10	N	H
Information Fee – Written	\$27.00	\$28.00	N	H

### Payment Related Fees

Merchant fees to credit card transactions of \$10,000 or greater	1%		N	H
Fee for dishonoured cheque	\$45.00	\$15.00	N	Q
Fee for electronic dishonour	\$25.00	\$15.00	N	Q

### Interest Charges

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Page 92 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Interest Charges [continued]

Interest on Overdue Rates (Interest charged on daily basis on overdue amount) per annum Or maximum interest allowed under legislation	7.5% per annum		N	M
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### Deposit Held Search

Search of records to determine various deposits held by Council when no information (receipt details) as to date of payment or type of deposit is provided	\$65.00	\$65.00	N	H
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### Company Search

Company Search – Fees on-charged from Recovery Provider	At Cost		N	H
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### Skip Trace – External Successful (unsuccessful no charge)

Skip Trace Fee – Fees on-charged from Recovery Provider	At Cost		N	H
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### Land Title Search

Note: Via Land Titles Office, Department of Land & Property Information

Recovery of Title Search fees and administration – identify registered title and ownership of properties	At Cost		N	H
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### Non Council Debt Recovery Fees for Rates, Annual Charges & other Accounts

Charges associated with Council's debt collection activities performed by Recovery Provider, Solicitors or other Recovery Agents engaged by Council from time to time. These fees and charges are primarily regulated.	Cost Recovery		N	H
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### Other

Replacement Key for water Meter Lock	\$39.50	\$41.00	Y	Q
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Page 93 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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Other [continued]

Water Meter Lock	\$151.00	\$155.00	Y	N
Outstanding Debtor Administration Fee	\$18.00	\$0.00	Y	H
* Takes form of original charge				

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Recreation and Sports

### Queanbeyan, Googong and Jerrabomberra Sportsgrounds

Key and Cleaning Deposit	\$550.00	\$550.00	N	Q
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### NSW Based Clubs – All sport grounds, Cricket, Netball courts and Velodrome

Competition and training sessions/per ground

#### Seniors (17yrs and over)

Competition day	\$136.00	\$140.00	Y	G
Training per session	\$27.50	\$28.50	Y	G
Seasonal Fee (2 day training and 1 competition day)	\$1,990.00	\$2,050.00	Y	G

#### Juniors (16yrs and under)

Competition day	\$47.00	\$47.00	Y	G
Training per session	\$12.50	\$13.00	Y	G
Seasonal Fee (2 day training and 1 competition day)	\$76.00	\$78.00	Y	G

#### School Use of Grounds

Per school/per ground/per year	\$62.00	\$64.00	Y	G
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### ACT-based clubs – All sport grounds, Cricket, Netball Courts and Velodrome

Competition and training sessions/per ground



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### *Seniors (17yrs and over)*

Competition day	\$332.00	\$341.00	Y	G
Training per session	\$81.00	\$84.00	Y	G

#### *Juniors (16yrs and under)*

Competition Day	\$136.00	\$140.00	Y	G
Training per session	\$49.50	\$51.00	Y	G

#### *School Use of Grounds*

Per school/per ground/per year	\$110.00	\$113.00	Y	G
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### **Bungendore and Braidwood Sportsgrounds**

#### *Sporting Groups (Seniors 18 and above)*

Competition	\$54.00	\$56.00	Y	G
Training	\$18.50	\$19.00	Y	G
Season – Bungendore (1 competition and 2 training sessions per week)	\$710.00	\$729.00	Y	G
Season – Braidwood (Includes line marking, 1 competition and 2 training sessions per week)	\$850.00	\$850.00	Y	G

#### *Sporting Groups (Juniors>12 to 17)*

Competition	\$18.50	\$19.00	Y	G
Training	\$7.00	\$7.00	Y	G
Season – Bungendore (1 competition and 2 training sessions per week)	\$240.00	\$247.00	Y	G
Season – Braidwood (Includes line marking, 1 competition and 2 training sessions per week)	\$350.00	\$350.00	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### *Sporting Groups (Juniors 12 and under)*

Competition	\$9.50	\$10.00	Y	G
Training	\$4.50	\$4.50	Y	G
Season – Bungendore (1 competition and 2 training sessions per week)	\$120.00	\$124.00	Y	G
Season – Braidwood (Includes line marking, 1 competition and 2 training sessions per week)	\$250.00	\$250.00	Y	G

### *Change Rooms*

Key & cleaning bond	\$340.00	\$340.00	N	G
Cleaning fees (if not completed by user)	\$51.50	\$51.50	Y	G

### *Nerriga Sportsground*

Tennis Court Hire (< half day)	\$6.00	\$6.00	Y	G
Tennis Court Hire per half day	\$11.00	\$11.00	Y	G
Cricket Field Hire	\$22.00	\$22.00	Y	G
General ground Hire	\$54.00	\$54.00	Y	G

### *Wilkins Park*

Community Events [includes power]	\$19.50	\$20.50	Y	G
Non Profit Events [includes power]	\$59.00	\$61.00	Y	G
Commercial Use [includes power]	\$71.00	\$73.00	Y	G

### *Lights*

Note: Bungendore Only

Use of lights – Competition or training – Bungendore only	\$34.00	\$35.00	Y	G
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Special Events

Note: Bungendore Only

School use of grounds	\$120.00	\$124.00	Y	G
Community Groups [includes power/lights]	\$20.50	\$21.50	Y	G
Non profit Groups [includes power/lights]	\$61.00	\$63.00	Y	G
Commercial Use [includes power/lights]	\$73.00	\$75.00	Y	G

### Line Marking

Note: Bungendore Only

Line Marking plus materials at cost (hourly rate)	\$75.00	\$77.00	Y	G
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### Queanbeyan Park Uses

Community Events (fee per day)	\$270.00	\$278.00	Y	G
Key Deposit for electricity Boxes	\$100.00	\$100.00	N	
Weddings (confetti/rice in moderation is permitted)	\$58.00	\$60.00	Y	G
Markets, fetes, exhibitions, special events Dog Training Classes/Competition, concerts, cultural events, sports days/carnivals and other similar non-commercial community uses (includes electricity use) (fee per hour)	\$28.50	\$29.50	N	G
Commercial use (i.e. the selling of products by commercial venture/organisation) (fee per hour)	\$94.00	\$97.00	N	N

### Train Carriage

Hire of Train Carriage (per day)	\$76.00	\$78.00	Y	G
Train carriage Key and cleaning Deposit	\$100.00	\$100.00	N	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Seiffert Oval and Other Sports Buildings

#### *Inside Seiffert Grandstand Function Room (includes kitchen)*

Community (per hour)	\$24.50	\$25.50	Y	G
Community (per day)	\$209.00	\$215.00	Y	G
Commercial (per day)	\$368.00	\$378.00	Y	G

#### *Inside Seiffert Grandstand Function Room (excludes kitchen)*

Community (per day)	\$136.00	\$140.00	Y	G
Commercial (per day)	\$246.00	\$253.00	Y	G

#### *Seiffert Oval (including hospitality room and amenities)*

Schools (per day)	\$186.00	\$191.00	Y	G
Community (per day)	\$504.00	\$518.00	Y	G
Commercial (per day)	\$1,900.00	\$1,950.00	Y	G

#### *Full Seiffert Oval Complex*

Community (per day)	\$504.00	\$518.00	Y	G
Community (per week)	\$3,060.00	\$3,140.00	Y	G
Commercial (per day)	\$1,900.00	\$1,950.00	Y	G
Commercial (per week)	\$6,100.00	\$6,260.00	Y	G
Damages Deposit Minor Events	\$550.00	\$550.00	N	G
* Key and Cleaning				
Damages Deposit Major Events (high risk)	\$5,500.00	\$5,500.00	Y	G
* Key and Cleaning				

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### *Freebody Oval Clubhouse*

Community (per hour)	\$24.50	\$25.50	Y	G
Community (per day)	\$209.00	\$215.00	Y	G
Commercial (per day)	\$368.00	\$378.00	Y	G

#### *Campese Oval Clubhouse*

Community (per hour)	\$24.50	\$25.50	Y	G
Community (per day)	\$209.00	\$215.00	Y	G
Commercial (per day)	\$368.00	\$378.00	Y	G

#### *Mick Sherd Shed Hire*

Local Community Groups	\$12.00	\$12.00	Y	G
Non-Profit & Charitable Organisations	\$12.00	\$12.00	Y	G
Other Hirers	\$24.00	\$24.00	Y	G
Commercial Hirer	\$60.00	\$60.00	Y	G
Bond	\$71.50	\$71.50	N	G
Annual Hire (As agreed by Management Committee)	\$473.50	\$473.50	Y	G
Bond for Annual Hire	\$323.50	\$323.50	N	G
Season Hire	\$200.00	\$200.00	Y	G
Cleaning Fee	\$0.00	\$120.00	Y	G

#### *Braidwood Recreation Ground – Multi-purpose room*

Local non-profit community groups incl schools	\$15.00	\$15.00	Y	G
Regular commercial hire (by arrangement depending on length of time)	\$25.00	\$25.00	Y	G
One-off commercial hire	\$60.00	\$60.00	Y	G

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Page 100 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Braidwood Recreation Ground – Multi-purpose room** [continued]

Hire of Multi-purpose room	\$220.00	\$220.00	Y	G
* Fee applies only for regular bookings 10 per school term, maximum of four hours per booking				
Bond (excl annual hirers)	\$500.00	\$500.00	N	G
Cleaning (if required) (paid from bond)	\$45.00	\$45.00	Y	G

**Gary Maddrell Pavilion – Braidwood Recreation Ground**

All hirers are to clean the facility after use

Sporting groups (must be members of the Section 355 Committee) – annual fee	\$500.00	\$500.00	Y	G
Hire of Club room (4 hours)	\$220.00	\$220.00	Y	G
* Fee applies only for regular bookings 10 per school term				
Hire of canteen	\$30.00	\$30.00	Y	G
Hire of canteen – Half day	\$75.00	\$75.00	Y	G
Hire of Canteen – Full day	\$110.00	\$110.00	Y	G
Hire of change rooms – per session	\$30.00	\$30.00	Y	G
Bond for canteen and change rooms	\$500.00	\$500.00	N	G
Bond (excluding annual hirers)	\$500.00	\$500.00	N	G

**Other Fees and Charges – All Sports Buildings**

Breach of cleaning charge	At full cost	Y	Q
Damages to facility and contents	Full replacement cost	Y	Q
Security Related Charges	<ul style="list-style-type: none"> <li>• Lost Key – At full cost Recovery</li> <li>• Security Patrol Response – At full cost Recovery</li> <li>• Fire System Response - At full cost recovery</li> </ul>	Y	Q

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Braidwood Tennis Courts

Adults Membership	\$50.00	\$50.00	Y	G
Junior Membership	\$15.00	\$15.00	Y	G
Family Membership	\$100.00	\$100.00	Y	H
School fee	\$8.00	\$8.00	Y	G
Court Hire	\$10.00	\$10.00	Y	G
Competition Fee	\$50.00	\$50.00	Y	H

### Hire of Parks & Open Spaces

Community Events [includes power]	\$21.00	\$22.00	Y	G
Non Profit Events [includes power]	\$63.00	\$65.00	Y	G
Use of electricity (per day) (where special arrangements for concessional occupancy have been applied)	\$74.00	\$76.00	Y	G
Braidwood Recreation Ground – use of lights	\$10.00	\$10.00	Y	G

### Braidwood Multipurpose Gymnasium

#### Cat 1A – Not-for-Profit

Note: Includes Quilt Shows, Art Exhibitions, Ballroom & Line Dancing (Tap Dancing not permitted), choir groups etc.

1st hour	\$39.00	\$39.00	Y	G
> 1 Hour	\$33.50	\$33.50	Y	G
Bond for 1st hour	\$166.00	\$166.00	N	G
Bond > 1 hour	\$221.00	\$221.00	N	G
Professional Cleaning 1st hour	\$45.00	\$45.00	Y	G
Professional Cleaning > 1 hour	\$55.50	\$55.50	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### ***Cat 1B – Commercial***

Note: Includes Art Exhibitions, Dancing Classes, training

1st hour	\$50.00	\$50.00	Y	G
> 1 Hour	\$45.00	\$45.00	Y	G
Bond for 1st hour	\$166.00	\$166.00	N	G
Bond > 1 hour	\$221.00	\$221.00	N	G
Professional Cleaning 1st hour	\$45.00	\$45.00	Y	G
Professional Cleaning > 1 hour	\$55.50	\$55.50	Y	G

#### ***Cat 2A – Not-for-profit***

Note: Includes Community Events, Concerts, Balls, Weddings etc (Minimum 4 hours)

1st 4 hours	\$243.50	\$243.50	Y	G
>4 Hours (per hour) maximum \$500.00	\$45.00	\$45.00	Y	G
Bond for 1st hour	\$662.50	\$662.50	N	G
Bond > 1 hour	\$883.50	\$883.50	N	G
Professional Cleaning 1st hour	\$45.00	\$45.00	Y	G
Professional Cleaning > 1 hour	\$55.50	\$55.50	Y	G

#### ***Cat 2B – Commercial***

Note: Includes Concerts, Bands, Exhibitions, Expos, Markets etc (Minimum 4 hours)

1st 4 hours	\$284.00	\$284.00	Y	G
> 4 Hours	\$63.00	\$63.00	Y	G
Bond for 1st hour	\$681.50	\$681.50	N	G
Bond > 1 hour	\$908.50	\$908.50	N	G
Professional Cleaning 1st hour	\$46.50	\$46.50	Y	G
Professional Cleaning > 1 hour	\$57.50	\$57.50	Y	G



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Cat 3 & Cat 4**

Cat 3 – Federal, State, Local Government (all day)	\$313.00	\$313.00	Y	G
Cat 4 – Other Palerang educational institutions – during school holidays only	No Charge		Y	A

**Special Fees for Youth-Oriented Use**

Non-exclusive use First Hour	\$28.00	\$28.00	Y	G
Non-exclusive use Second and subsequent hours	\$22.00	\$22.00	Y	G
Exclusive use First Hour	\$35.00	\$35.00	Y	G
Exclusive Use Second and subsequent hours	\$28.50	\$28.50	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Rezoning

### Preparation of amendment to Local Environmental Plan (LEP) or Development Control Plan (DCP)

Preliminary Enquiries – All Planning Proposals	\$1578 plus \$158 per hour after 10 hours	N	H
Fee includes a total of 10 hours: * 2 hours meeting with proponent * 2 hours ensuring information is sufficient for council * 6 hours preparing report for Council.			
Additional Preliminary Meetings	25% of original fee	N	H
Minor Planning Proposal – e.g. adding or removing a heritage item or other use not requiring complex assessment	\$6,312 plus \$158 per hour after 40 hours	N	H
Fee includes a total of 40 hours: * 10 hours to prepare information and liaise with Department of Planning and Environment * 10 hours to review Gateway determination and amend LEP * 5 hours to prepare exhibition of proposal * 5 hours to report any submissions to Council * 10 hours to amend instrument and maps for Department of Planning and Environment. Note: Fee does not include advertising costs.			
Major Planning Proposal – e.g. FSR and height amendments	\$22,100 plus \$158 per hour after 140 hours	N	H
Fee includes a total of 140 hours: * 10 hours meeting with proponent * 20 hours to prepare information and liaise with Department of Planning and Environment * 65 hours to review Gateway determination and amend LEP, 10 hours to prepare exhibition of proposal * 10 hours to prepare exhibition of planning proposal * 20 hours to report any submissions to Council * 15 hours to amend instrument and maps for Department of Planning and Environment. Note: Fee does not include advertising costs			
Complex Planning Proposal – e.g. New land release	\$42,000 plus \$158 per hour after 280 hours	N	H

Fee includes a total of 280 hours:  
 \* 20 hours meeting with proponent  
 \* 40 hours to prepare information and liaise with Department of Planning and Environment  
 \* 130 hours to review Gateway determination and amend LEP  
 \* 20 hours to prepare exhibition of proposal  
 \* 40 hours to report any submissions to Council  
 \* 30 hours to amend instrument and maps for Department of Planning and Environment

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Page 105 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Preparation of amendment to Local Environmental Plan (LEP) or Development Control Plan (DCP) [continued]

Note: Fee does not include advertising costs

Advertisement cost for amendments to Environmental Planning Instrument	At Cost		N	H
For all LEP/DCP amendments (minor, major or complex) any additional costs and expenses incurred by Council in undertaking studies, peer reviews and other matters required in relation to the planning proposal are to be paid at cost.	At Cost		N	H
Request to amend the DCP	\$5,500.00	\$5,500.00	N	H
Notification costs regarding the amendments to Environmental Planning Instrument	\$1.50	\$1.50	N	H
Preparation of a new site specific DCP	\$15,000.00	\$15,000.00	N	H
Public Hearing if required	At full cost recovery		N	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Saleyards Braidwood

### Saleyard Fees – Selling

Contribution to capital improvement	\$3.40	\$3.40	Y	H
Yard fees	\$4.50	\$4.60	Y	H
Agent Fees	\$2.90	\$2.90	Y	H
Scanning Fee	\$2.90	\$2.90	Y	H

### Selling with Weighing

Contribution to capital improvement	\$3.40	\$3.40	Y	H
Weighing fee	\$5.50	\$5.60	Y	H
Yard fee	\$4.50	\$4.60	Y	H
Agent fee	\$2.90	\$2.90	Y	H
Scanning Fee	\$2.90	\$2.90	Y	H

### Private Weighing

Flag fall	\$67.00	\$68.00	Y	H
Contribution to capital improvement	\$3.40	\$3.40	Y	H
Weighing Fee	\$5.50	\$5.60	Y	H
Yard Fee	\$4.50	\$4.60	Y	H
Scanning Fee (if applicable)	\$2.90	\$2.90	Y	H

### Stock in Transit

Transit Fee	See holding charges below		Y	H
Contribution to capital improvement	\$3.40	\$3.40	Y	H
Holding and usage charge – for stock NOT sold through Braidwood (transit fee)	\$6.20	\$6.20	Y	H

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Page 107 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### Stock in Transit [continued]

Holding and usage charge – for stock sold through Braidwood saleyards (per head)	\$4.50	\$4.60	Y	H
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#### Removal and Burial of dead animal

All types (ea)	\$355.00	\$358.00	Y	H
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#### Auctioneers' Permit

Auctioneers' Permit	\$120.00	\$121.00	N	H
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#### New Agent's fee

New Agent's fee	\$1,930.00	\$1,950.00	N	H
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#### Truck Wash Bay at Saleyards

Flag fall	\$6.60	\$6.80	Y	H
Usage Charges per minute	\$1.00	\$1.05	Y	H

#### NLIS Tags

Note: Provision for NLIS Emergency Tag

Emergency NLIS Tag	\$50.00	\$50.00	Y	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Showgrounds

### Queanbeyan Showground

#### Other Hire Charges

Pony Club (per day)	\$24.50	\$25.50	Y	G
Camping Area (showman's guild) per van	\$32.00	\$33.00	Y	G
Stockyards and Stables per animal	\$13.50	\$13.85	Y	G

#### Poultry Shed

Community (per hour)	\$16.00	\$16.50	Y	G
Community (per day)	\$112.00	\$115.00	Y	G
Commercial (per day)	\$270.00	\$278.00	Y	H

#### Inside Grandstand (includes Kitchen)

Showground grandstand chair and table hire	\$50.00	\$50.00	Y	N
Community (per day)	\$209.00	\$215.00	Y	G
Commercial (per day)	\$368.00	\$378.00	Y	H

#### Inside Grandstand (excludes Kitchen)

Community (per hour)	\$19.00	\$19.50	Y	G
Community (per day)	\$136.00	\$140.00	Y	G
Commercial (per day)	\$246.00	\$253.00	Y	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### *Pavilion*

Community (per hour)	\$19.00	\$19.50	Y	G
Community (per day)	\$136.00	\$140.00	Y	G
Commercial (per day)	\$368.00	\$378.00	Y	H

### *Showman's Area*

Community (per day)	\$75.00	\$77.00	Y	G
Commercial (per day)	\$136.00	\$140.00	Y	H

### *Arena*

Community (per day)	\$186.00	\$191.00	Y	G
Commercial (per day)	\$392.00	\$403.00	Y	H

### *Full Showground*

Junior sports competition day	\$45.00	\$45.00	Y	N
Community (per day)	\$504.00	\$518.00	Y	G
Commercial (per day)	\$1,900.00	\$1,950.00	Y	H

### *Other Fees and Charges*

Damages Deposit Minor events	\$550.00	\$550.00	N	H
Damages Deposit major events (high risk)	\$5,500.00	\$5,500.00	Y	H
Breach of cleaning charge	At full cost		Y	Q

continued on next page ...

Page 110 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Other Fees and Charges** [continued]

Security Related Charges	<ul style="list-style-type: none"> <li>• Lost Key – At full cost Recovery</li> <li>• Security Patrol Response – At full cost Recovery</li> <li>• Fire System Response - At full cost recovery</li> </ul>	Y	Q
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**Braidwood Showground**

Hire of Pavilion	\$400.00	\$400.00	Y	G
User group (Pavilion)	\$165.00	\$165.00	Y	G
Hire of Ground Reserve (including old toilets)	\$165.00	\$165.00	Y	G
User group (Grounds)	\$150.00	\$150.00	Y	G
Camping (Primitive) per car: use Disabled Toilet only	\$25.00	\$25.00	Y	G
Camping (Primitive) per car: use full Toilet facilities	\$5.00	\$5.00	Y	G
User Group Camping (Primitive) per car	No Charge		Y	A
Hire of Harry Collett Stand	\$110.00	\$110.00	Y	G
User Group (Harry Collett Stand)	No Charge		Y	A
Hire of P.A. System	\$55.00	\$55.00	Y	G
User Group use of P.A. System	No Charge		Y	A
Cleaning bond for casual hirers of pavilion	\$400.00	\$400.00	N	G
Cleaning bond for User groups	No Charge		N	A
Hire of New Amenities	\$165.00	\$165.00	Y	G
User Group (New Amenities)	\$110.00	\$110.00	Y	G
Hire of Ground (Water Levy)	\$150.00	\$150.00	Y	G
User Group (Water Levy)	\$150.00	\$150.00	Y	G
Weekly Hire to be negotiated with Section 355 Committee	Negotiated with Committee		Y	G
Hire of Back Paddock	\$110.00	\$110.00	Y	G

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Page 111 of 138



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
Braidwood Showground [continued]				
Security Related Charges		<ul style="list-style-type: none"> <li>• Lost Key – At full cost Recovery</li> <li>• Security Patrol Response – At full cost Recovery</li> <li>• Fire System Response - At full cost recovery</li> </ul>	Y	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Other

### Car Parking

Car Park contributions as adopted in Car Parking Strategy 2018-2028	\$21,000.00	\$21,000.00	N	N
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### Learning and Organisational Development Services

Learning and Organisational Development Services	Calculate on application	Y	N
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### South East Weight of Loads

South East Weight of Loads	Determined by legislation	N	M
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### Subpoena Processing

Minimum Charge – Includes first hour of processing	\$124.00	\$128.00	N	H
Processing Charge – Per hour thereafter	\$94.00	\$97.00	N	H

### Expressions of Interest/Tender Documentation

Tenderlink Copy		No Charge	N	H
Paper Copy	\$150.00	\$150.00	N	H

### Filming Protocol

Filming approval application fee – Ultra Low impact	No Charge		N	M
Filming Application Fee – Low Impact	\$150.00	\$150.00	N	M
Filming Application Fee – Medium Impact	\$300.00	\$300.00	N	M
Filming Application Fee – High Impact	\$500.00	\$500.00	N	M

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Page 113 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### Filming Protocol [continued]

Filming Traffic Management Plan Assessment – Low Impact	\$100.00	\$100.00	N	M
Filming Traffic Management Plan Assessment – Medium Impact	\$300.00	\$300.00	N	M
Filming Traffic Management Plan Assessment – High Impact	\$500.00	\$500.00	N	M
Filming approval – major revision	75% of the original application fee		N	M
Other services to Filming activities	As per negotiated rates		N	M

#### Tree and Vegetation Management Permit

1 to 10 Trees	No Charge		N	H
More than 10 Trees	\$118.00	\$122.00	N	H
Native Vegetation Clearing	\$118.00	\$122.00	N	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## The Q – Queanbeyan Performing Arts Centre

### Performance Hire

#### *The Q Theatre (Monday to Sunday)*

Price per ticket sold	Negotiated by Contract	Y	G
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### Commercial Rates

Single Performance	\$1,450.00	\$1,500.00	Y	N
Additional Performance (same day)	\$875.00	\$900.00	Y	N
Non-Performance Days	\$725.00	\$750.00	Y	N

### Community Rates

Single Performance	\$725.00	\$750.00	Y	G
Additional Performance (same day)	\$440.00	\$450.00	Y	G
Non-Performance Days	\$360.00	\$375.00	Y	G

### Optional Extras

Technical Support	At Full Cost Recovery	Y	H
Merchandising /selling programs	Negotiated by Contract	Y	N

### Additional Fees

Front of House Manager (Per Hour)	\$65.00	\$70.00	Y	H
Box Office Staff (Per Hour)	\$55.00	\$60.00	Y	H

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Page 115 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Additional Fees** [continued]

Security, Equipment or Cleaning Breach	At Full Cost Recovery		Y	H
Security Related Charges				
• Fire System Response - At full cost recovery				
Deposit – Non Refundable	\$1,000.00	\$1,000.00	N	N
Administration Fee	5% of hire fee		Y	N
Venue Attendant	\$55.00	\$60.00	Y	H

**Foyer Hire**

**Foyer Hire (Monday to Thursday)**

**Commercial Rates**

Per Day	\$700.00	\$700.00	Y	N
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**Community Rates**

Per Day	\$350.00	\$350.00	Y	G
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**Foyer Hire (Friday to Sunday)**

**Commercial Rates**

Per Day	\$860.00	\$860.00	Y	N
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**Community Rates**

Per Day	\$430.00	\$430.00	Y	G
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Door 3 Art Space

#### Community Rates

Door 3 Art Space – Per Week	\$260 per week plus 22% commission	Y	G
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#### Optional Extras

Wireless Internet	\$55.00	\$60.00	Y	N
Technical Support	At Full Cost Recovery		Y	H

#### Additional Fees

Refundable Bond	\$100.00	\$100.00	N	Q
* Refundable if conditions of hire are met				
Security, Equipment or Cleaning Breach	At Full Cost Recovery		Y	Q

### Conference Hire

#### The Q Theatre (Monday to Thursday)

#### Commercial Rates

Half Day	\$920.00	\$950.00	Y	N
Full Day	\$1,840.00	\$1,850.00	Y	N

#### Community Rates

Half Day	\$460.00	\$475.00	Y	G
Full Day	\$920.00	\$925.00	Y	G

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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*The Q Theatre (Friday to Saturday)*

**Commercial Rates**

Half Day	\$1,000.00	\$1,100.00	Y	N
Full Day	\$2,000.00	\$2,000.00	Y	N

**Community Rates**

Half Day	\$535.00	\$550.00	Y	G
Full Day	\$1,070.00	\$1,000.00	Y	G

*The Q Theatre (Sunday & Public Holidays)*

**Commercial Rates**

Half Day	\$1,000.00	\$1,100.00	Y	N
Full Day	\$2,000.00	\$2,000.00	Y	N

**Community Rates**

Half Day	\$640.00	\$640.00	Y	G
Full Day	\$1,280.00	\$1,280.00	Y	G

**Optional Extras**

Wireless Internet	\$55.00	\$60.00	Y	N
Technician's Services (fee per hour)	At full cost		Y	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Additional Fees

Refundable Bond	\$100.00	\$100.00	N	Q
* Refundable if conditions of hire are met				
Security, Equipment of Cleaning Breach	At Full Cost Recovery		Y	Q
Security Related Charges				
• Lost Key – At full cost Recovery				
• Security Patrol Response – At full cost Recovery				
• Fire System Response - At full cost recovery				

### Ticketing

#### Commercial and Community Rates

Set up fee	\$75.00	\$80.00	Y	N
On selling fee per event	\$4.00	\$5.00	Y	N
Charge for promoters complimentary ticket	\$2.00	\$3.00	Y	N
Credit Card Merchant Charges	At Full Cost Recovery (rates available on application)		Y	N
Performance cancellation	Box office charges to promoter for administration of ticket refunds x 2		Y	N
Booking Fee Per Transaction – Telephone, Internet or Mail	\$4.00	\$5.00	Y	N
Piano Tuning	At full cost recovery		Y	H

#### Commercial Rates

Sound System	\$565.00	\$600.00	Y	N
Lighting Desk	\$565.00	\$600.00	Y	N
Digital Grand Piano	\$125.00	\$125.00	Y	N
Concert Grand Piano	\$300.00	\$300.00	Y	N



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Community Rates

Sound System	\$282.50	\$282.50	Y	G
Lighting Desk	\$282.50	\$282.50	Y	G
Digital Grand Piano	\$75.00	\$75.00	Y	G
Concert Grand Piano	\$150.00	\$150.00	Y	G

### Hire of Equipment and Other Services

Equipment Hire Charges	Negotiated by Contract	Y	N
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Queanbeyan Indoor Sports Centre

Note: Pro-rata prices apply

Private Coaching Lessons	\$40.00	\$40.00	Y	N
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### Adult Sports – per season

Floorball	\$1,250.00	\$1,250.00	Y	N
Futsal	\$1,000.00	\$1,000.00	Y	N
Netball	\$1,250.00	\$1,250.00	Y	N
Tri-sports	\$1,000.00	\$1,000.00	Y	N
Dodgeball	\$1,000.00	\$1,000.00	Y	N
Basketball	\$1,000.00	\$1,000.00	Y	N
Volleyball	\$1,100.00	\$1,100.00	Y	N
Indoor Cricket	\$1,250.00	\$1,250.00	Y	N
Soccer (Promotional Offer)	\$200.00	\$200.00	Y	N
Tournaments	\$200.00	\$200.00	Y	N
Ultimate (Indoor)	\$1,000.00	\$1,000.00	Y	N
Touch (Indoor)	\$1,100.00	\$1,100.00	Y	N
Squash	\$200.00	\$200.00	Y	N
3 on 3 Basketball	\$660.00	\$660.00	Y	N

### Junior Sports

Futsal Training	\$165.00	\$165.00	Y	N
Futsal Competition	\$200.00	\$200.00	Y	N
Indoor Cricket	\$165.00	\$165.00	Y	N
Junior Netball	\$165.00	\$165.00	Y	N
Junior Tennis	\$165.00	\$165.00	Y	N
Junior Floorball	\$165.00	\$165.00	Y	N
Right Start Program	\$165.00	\$165.00	Y	N

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Page 121 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Junior Sports [continued]

Combination Sport (Swimming and Sport)	\$220.00	\$220.00	Y	N
* \$150 payable to QPRC Aquatics and \$70 to QPRC Indoor Sports.				
Squash	\$165.00	\$165.00	Y	N
After School Program	\$0.00	\$100.00	Y	N

### Entertainment Programs

Birthday Parties (10 children) – Basic Party Pack	\$200.00	\$200.00	Y	N
Birthday Parties (10 kids) – Silver Party Pack	\$300.00	\$300.00	Y	N
Birthday Parties (10 kids) – Gold Party Pack	\$350.00	\$350.00	Y	N
Birthday Parties (10 kids) – Platinum Party Pack	\$400.00	\$400.00	Y	N
Birthday Party Extra Child	\$15.00	\$15.00	Y	N
Entertainment Pack	\$200.00	\$200.00	Y	N

### Schools Programs

Schools Program	\$4.50	\$4.50	Y	N
School Holiday Program – Full Day	\$70.00	\$70.00	Y	N
School Holiday Program – Full Week (Five Days)	\$200.00	\$200.00	Y	N
School Holiday Program – Half Day	\$40.00	\$40.00	Y	N
Home School Program	\$80.00	\$80.00	Y	H

### Leisure and Lifestyle Programs

Adult (Single Pass)	\$15.50	\$16.00	Y	N
Child, Senior and Student (Single Pass)	\$12.50	\$13.00	Y	N
Concession (Single Pass)	\$10.50	\$11.00	Y	N
Inflatables Entry – Day Pass	\$5.00	\$5.50	Y	N

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Page 122 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Leisure and Lifestyle Programs [continued]

Seniors Program	\$10.00	\$10.00	Y	N
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### General Hire

Court Hire (Week Days) (Multipurpose Courts)	\$50.00	\$60.00	Y	N
*50% discount available to eligible community groups.				
Court Hire (Weekends) (Multipurpose Courts)	\$60.00	\$70.00	Y	N
*50% discount available to eligible community groups.				
Off Peak Court Hire – 10 hour pass (Multipurpose Courts)	\$200.00	\$200.00	Y	N
*Off Peak is before 3pm weekdays.				
Squash Court Hire (Commercial)	\$20.00	\$25.00	Y	N
Squash Court Hire (Community)	\$15.00	\$20.00	Y	N
Indoor Cricket Hire – Full Court	\$60.00	\$80.00	Y	N
*50% discount available to eligible community groups.				
Indoor Cricket Hire – Single Lane	\$30.00	\$30.00	Y	N
*50% discount available to eligible community groups.				
Indoor Cricket Hire – Bowling Machine	\$30.00	\$30.00	Y	N
*50% discount available to eligible community groups.				
Additional Staffing	\$50.00	\$50.00	Y	N
Badminton Court Hire (Community)	\$20.00	\$20.00	Y	N
Badminton Court Hire (Commercial)	\$25.00	\$25.00	Y	N

### Other Fees and Charges

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Page 123 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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Other Fees and Charges [continued]

Security Related Charges	<ul style="list-style-type: none"><li>• Lost Key – At full cost Recovery</li><li>• Security Patrol Response – At full cost Recovery</li><li>• Fire System Response - At full cost recovery</li></ul>		Y	H
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Waste Management Charges

Note: All charges payable in advance

To change from 240L garbage service to 140L garbage service	No Fee		N	A
To change from 140L garbage service to 240L garbage service	\$88.00	\$91.00	N	Q
One off supply, empty and retrieve 240L bin – or equivalent capacity	\$44.00	\$45.50	N	H
One off empty on request of any bin. Includes bins which have not been presented on collection day, contaminated or require an extra service. Requested by owner/Managing Agent. Must be paid in advance prior to collection	\$44.00	\$45.50	N	H
Additional Clean Up Service on request – Former Queanbeyan Only – Per 3 cubic metres (m3) (standard Clean Up Collection)	\$83.00	\$86.00	N	N
Supply of replacement 140L garbage bin – damaged or stolen	\$89.00	\$92.00	N	H
Supply of replacement 240L garbage, recycling or greenwaste bin – damaged or stolen	\$123.00	\$127.00	N	H
Supply of replacement 360L recycle bin – damaged or stolen	\$128.00	\$132.00	N	H

## Domestic Waste Management

### Wheel in Wheel out service

Wheel in wheel out service for pensioner or disabled person.	\$140.00	\$144.00	N	H
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## Business Waste Management

### One Off Collection Charges – Commercial (LGA s502)

Note: All charges payable in advance

One off supply, empty and retrieve 240L garbage bin – per bin or equivalent capacity	\$44.00	\$45.50	N	H
One off empty on request of any bin. Includes bins which have not been presented on collection day, contaminated or require an extra service. Requested by owner/Managing Agent. Must be paid in advance prior to collection	\$44.00	\$45.50	N	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Waste Facilities

### Queanbeyan Waste Minimisation Centre

#### *Sale of Mulch*

Per cubic metre (m3)	\$5.50	\$5.50	Y	N
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#### *Sale of Compost (20mm Screen)*

Per cubic metre (m3)	\$25.00	\$25.00	Y	N
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#### *Delivery (depending on distance)*

By quotation based on an hourly rate	\$97.00	\$97.00	Y	N
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#### *Bulk Sale of Mulch*

Note: Minimum purchase 30 cubic metres

Mulch per cubic metre (m3)	\$5.00	\$5.00	Y	N
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#### *Bulk Sale of Compost (20mm Screen)*

Note: Minimum purchase 30 cubic metres

Compost per cubic metre (m3)	\$15.00	\$15.00	Y	N
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#### *Commercial Users Fee Utilities and Trailers*

Note: Vehicles with both a ute and trailer will be charged for both (e.g. ute and trailer = 2 times the per visit charge).

Per visit	\$7.00	\$7.00	Y	N
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Trucks

Note: Up to 2t GVM, residential greenwaste only

Per visit	\$14.00	\$14.00	Y	N
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### Large Trucks (Up to 4.5t, residential greenwaste only)

Note: Up to 4.5t GVM, residential greenwaste only

Per visit only	\$41.00	\$41.00	Y	N
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### Palerang Waste Facility Charges

Note: 1. Liquid Waste and Asbestos not accepted. 2. Until a waste strategy for the new Council is adopted, residents of the former Queanbeyan City Council are considered "out of area" for Palerang waste facilities.

### Out of area Users – Depositing Domestic Waste

Note: 1. Entry to landfills by pre-purchased ticket. 2. Commercial or Builders Waste not accepted from outside Palerang Local Government Area.

Purchased in first quarter – for 12 tickets	\$341.00	\$355.00	Y	G
Purchased in second quarter – for 9 tickets	\$253.00	\$264.00	Y	G
Purchased in third quarter – for 6 tickets	\$176.00	\$184.00	Y	G
Purchased in fourth quarter – for 3 tickets	\$91.00	\$95.00	Y	G

### Tip Passes

Recycling	No Charge		Y	A
Re-issue of lost tip passes	\$54.00	\$57.00	Y	G
Extra tip pass for dual occupancies	\$54.00	\$57.00	Y	G
Tip pass for National Parks and other government authorities with land in the Shire	\$414.00	\$431.00	Y	G



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Electronic Waste

Note: Items not accepted without Tip Pass

Computer Monitor	No Charge	Y	A
Computer Box	No Charge	Y	A
TVs, music appliances, and similar e-waste/audio visual. Fee per item	No Charge	Y	A

### Waste Transfer Station Gate Fees – with a Tip Pass

Note: 1. Deliveries to Captains Flat and Macs Reef WTS - Trucks >2 tonnes not accepted. 2. Green waste not accepted at Macs Reef Waste Transfer Station.

Buy Back Items (accepted at staff discretion)	No Charge	Y	A
Green Waste (No stumps, no branches > 250mm dia)	No Charge	Y	A
White Goods and Scrap Metal – not accepted Macs Reef	No Charge	Y	A

### Household (To Transfer Waste Bin) with Tip Pass

1 small bag	\$0.00	\$2.00	Y	G
Small car boot or 1 wheelie bin	\$5.50	\$5.50	Y	G
Large Car Boot/Station Wagon or half a small trailer or half a small van or half a ute or 2 wheelie bins	\$11.00	\$11.00	Y	G
Small Trailer (6'x4'x1') to side height or ute to tray height or dual cab piled above sides or small van or 4 wheelie bins	\$18.50	\$18.50	Y	G
Small dual cab to height of tray or car boot and also on seats, station wagon in back area and on seats, or 3 wheelie bins	\$14.00	\$14.00	Y	G
8'x5'x1.2' trailer to side height or 6'x4'x1 trailer with cage or dual cab with cage or large van	\$28.00	\$28.00	Y	G
Small trailer (6'x4'x1') piled above sides, larger dual cab piled above sides	\$22.50	\$22.50	Y	G
8'x5'x1.2' trailer piled high or ute piled high above sides	\$35.50	\$35.50	Y	G
8'x5'x1.2' trailer with large cage or ute with cage	\$43.50	\$43.50	Y	G

### Commercial Loads (Loads > 0.5 tonne. Costs based on \$108 per tonne with Tip Pass)

Dual Axle Trailers (Full Load)	\$65.00	\$65.00	Y	G
Dual Axle Trailers (Half Load)	\$39.00	\$39.00	Y	G

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Page 128 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Commercial Loads (Loads > 0.5 tonne. Costs based on \$108 per tonne with Tip Pass)** [continued]

1-2 Tonne Truck (Full Load)	\$97.00	\$97.00	Y	G
1-2 Tonne Truck (Half Load)	\$52.00	\$52.00	Y	G
For larger vehicles (Received Bungendore WTS only)	\$108.00	\$108.00	Y	G

**Builders' Waste (based on \$130 per tonne with Tip Pass)**

Dual Axle Trailers (Full Load)	\$78.00	\$78.00	Y	G
Dual Axle Trailers (Half Load)	\$44.50	\$44.50	Y	G
1-2 Tonne Truck (Full Load)	\$117.00	\$117.00	Y	G
1-2 Tonne Truck (Half Load)	\$60.00	\$60.00	Y	G
For larger vehicles (Received Bungendore WTS only)	\$130.00	\$130.00	Y	G

**Engine Oil (for up to 40 litres) with Tip Pass**

Engine Oil (for up to 40 litres) with Tip Pass	No Charge	Y	A
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**Tyres with Tip Pass**

Light Vehicle – Clean with no rim	\$5.50	\$6.00	Y	G
Light Vehicle – Dirty or with rim	\$8.50	\$9.50	Y	H
Truck/Tractor – Clean with no rim (Maximum diameter 1.0m)	\$14.00	\$15.50	Y	G
Truck/Tractor – dirty or with rim (Maximum diameter 1.0m)	\$19.50	\$21.50	Y	H
All other tyres (approval required prior to delivery to facility)	Calculate on application		Y	N

**Batteries with Tip Pass**

Batteries with Tip Pass	No Charge	Y	A
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Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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#### *Mattresses with Tip Pass*

Mattresses with Tip Pass	\$14.00	\$14.00	Y	G
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#### *Mobile Phones with Tip Pass*

Mobile Phones with Tip Pass	No Charge		Y	A
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#### *Dead Animals (Bungendore WTS only) with Tip Pass*

Note: 1. Large Animals - e.g. horses/cows are not accepted 2. Animal Welfare Groups disposal of small dead animals - Zero Charge (by prior arrangement only)

Small Animals – e.g. dog/cat	\$24.00	\$24.00	Y	G
Medium Animals – e.g. sheep/calf/piglet	\$38.00	\$38.00	Y	G

#### *Waste Transfer Station Gate Fees – without a Tip Pass*

Note: Deliveries to Captains Flat and Macs Reef WTS - Trucks >2 tonnes not accepted

Recycling	\$6.50	\$10.00	Y	N
Buy-back Items (accepted at staff discretion)	No Charge		Y	A
Green Waste (No stumps, no branches > 250mm dia) per cubic metre	\$6.00	\$10.00	Y	N
White Goods and Scrap Metal – not accepted Macs Reef	No Charge		Y	A

#### *Household (To Transfer Waste Bin) – without Tip Pass*

Minimum Charge – small car boot or 1 wheelie bin	\$14.00	\$14.00	Y	N
Large Car Boot/Station Wagon or half a small trailer or half a small van or half a ute or 2 wheelie bins	\$18.50	\$18.50	Y	N
Small Trailer (6'x4'x1') to side height or ute to tray height or dual cab piled above sides or small van or 4 wheelie bins	\$32.50	\$32.50	Y	N
Small dual cab to height of tray or car boot and also on seats, station wagon in back area and on seats, or 3 wheelie bins	\$26.00	\$26.00	Y	N
8'x5'x1.2' trailer to side height or 6'x4'x1' trailer with cage or dual cab with cage or large van	\$52.00	\$52.00	Y	N
Small trailer (6'x4'x1') piled above sides, larger dual cab piled above sides	\$42.50	\$42.50	Y	N

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Page 130 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Household (To Transfer Waste Bin) – without Tip Pass** [continued]

8'x5'x1.2' trailer piled high or ute piled high above sides	\$65.00	\$65.00	Y	N
8'x5'x1.2' trailer with large cage or ute with cage	\$79.00	\$79.00	Y	N

**Commercial Loads (Loads > 0.5 tonne. Costs based on \$166 per tonne without Tip Pass)**

Dual Axle Trailers (Full Load)	\$99.00	\$99.00	Y	N
Dual Axle Trailers (Half Load)	\$59.50	\$59.50	Y	N
1-2 Tonne Truck (Full Load)	\$180.00	\$180.00	Y	N
1-2 Tonne Truck (Half Load)	\$93.00	\$93.00	Y	N
For larger vehicles (\$ per tonne)	\$166.00	\$166.00	Y	H

**Builders' Waste (based on \$189 per tonne) without Tip Pass**

Dual Axle Trailers (Full Load)	\$115.00	\$115.00	Y	N
Dual Axle Trailers (Half Load)	\$70.00	\$70.00	Y	N
1-2 Tonne Truck (Full Load)	\$173.00	\$173.00	Y	N
1-2 Tonne Truck (Half Load)	\$92.00	\$92.00	Y	N
For larger vehicles	\$189.00	\$189.00	Y	N

**Engine Oil – (for up to 40 litres) without Tip Pass**

Engine Oil – (for up to 40 litres) without Tip Pass	No Charge		Y	A
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**Tyres – without Tip Pass**

Light Vehicle – Clean with no rim	\$16.00	\$24.00	Y	N
Light Vehicle – dirty or with rim	\$21.50	\$32.00	Y	H
Truck/Tractor – Clean with no rim (Maximum diameter 1.0m)	\$32.50	\$49.00	Y	N
Truck/Tractor – dirty or with rim (Maximum diameter 1.0m)	\$54.00	\$81.00	Y	H

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Page 131 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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***Tyres – without Tip Pass*** [continued]

All other tyres (approval required prior to delivery to facility)	Calculate on application	Y	N
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***Batteries – without Tip Pass***

Batteries – without Tip Pass	No Charge	Y	A
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***Mattresses – without Tip Pass***

Mattresses – without Tip Pass	\$49.00	\$49.00	Y	N
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***Mobile Phones – without Tip Pass***

Mobile Phones – without Tip Pass	No Charge	Y	A
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***Dead Animals (Bungendore WTS only) without Tip Pass***

Note: 1. Large Animals - e.g. horses/cows are not accepted 2. Animal Welfare Groups disposal of small dead animals - Zero Charge (by prior arrangement only)

Small Animals – e.g. dog/cat	\$35.00	\$35.00	Y	G
Medium Animals – e.g. sheep/calf/piglet	\$59.00	\$59.00	Y	G

***Commercial Waste – Veolia arrangement***

Commercial waste	\$151.00	\$151.00	Y	H
Vehicle parking at Bungendore Waste Transfer Station	\$200.00	\$200.00	Y	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Sewerage, Stormwater and Water Networks

### Infrastructure Works

Sewer/Stormwater Connection		Price on application	N	H
Sewer/Stormwater Manhole Construction/Adjustment		Price on application	N	H
Sewer/Stormwater extension		Price on application	N	H
Raise/lower water/non-potable connection		Price on application	N	H
Water disconnection and/or reconnection		Price on application	N	H
Water Meter Test Fee (20mm only)	\$293.00	\$301.00	N	H
Water meter test fee (all other sizes)		Price on application	N	H
Inspection fees (Inspection of water mains, water services, third party installations, etc.)		Cost recovery	N	H
Repair and restoration of third party damage to Council Water and Sewerage assets		Cost recovery	N	H
Statement of Water Pressures (Field Tests and Letter)	\$261.00	\$268.00	N	H
Purchase of PVC Meter Box and Install – 20 mm connection only	\$275.00	\$283.00	N	H
Purchase of PVC meterbox only (20mm connection)	\$174.00	\$179.00	N	H

### Sewerage System

#### Sewerage Headworks Contribution (Per lot)

Bungendore North	\$12,700.00	\$13,040.00	N	K
Bungendore other areas	\$12,700.00	\$13,040.00	N	K
Braidwood	\$12,700.00	\$13,040.00	N	K

### Supply of Metered Standpipes

Metered Standpipe Application Administration fee	\$69.00	\$71.00	N	H
Refundable deposit for hire of metered standpipe – potable water	\$1,000.00	\$1,000.00	N	H

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Page 133 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Supply of Metered Standpipes [continued]

Refundable deposit for hire of additional metered standpipe – per additional standpipe	\$250.00	\$250.00	N	H
* Deposit refunded on return of standpipe in good condition or after 3 years (if the standpipe is maintained in good condition and at Council's discretion)				
Refundable deposit for hire of metered standpipe – non-potable water	\$1,000.00	\$1,000.00	N	H
* For use on hydrants in Googong recycled water network only				

### Supply of Bulk Water

Annual access fee (payable quarterly per standpipe)	\$700.00	\$700.00	N	H
Supply of Non-Potable Water from Bungendore STP (\$/kL)	\$2.08	\$2.20	N	H
Supply of raw water from Braidwood Dam reticulation	\$0.00	\$2.20	N	H
Queanbeyan Depot Overhead Standpipe Water Usage per KL (minimum of \$55)	\$5.60	\$5.75	N	H
Potable Council Issued Standpipe Water Usage per KL	\$5.60	\$5.75	N	H
Council issued standpipe – recycled water drawn from Googong recycled water network per kL	\$4.95	\$4.95	N	H

### Liquid Trade Waste Charges

Application Fee– Category 1 and 2	\$134.00	\$138.00	N	H
Application Fee– Category 3	\$1,600.00	\$1,650.00	N	H
Re-inspection Fee per each inspection Category 1 and 2	\$105.00	\$108.00	N	H
Re-Inspection Fee per each inspection Category 3 (minimum one hour)	\$93.00	\$96.00	N	H
Analysis Fee	Cost Recovery		N	H

### Liquid Trade Waste Excess Mass charges for Category 3

Aluminium	\$2.10	\$2.15	N	H
Ammonia	\$3.70	\$3.80	N	H
Arsenic	\$93.00	\$96.00	N	H
Barium	\$47.50	\$49.00	N	H

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Page 134 of 138

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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**Liquid Trade Waste Excess Mass charges for Category 3** [continued]

Biochemical oxygen demand up to 1200mg/L	\$2.85	\$2.95	N	H
Biochemical oxygen demand up to 2400mg/L	\$6.82	\$7.00	N	H
Boron	\$2.10	\$2.15	N	H
Bromine	\$18.80	\$19.30	N	H
Cadmium	\$421.85	\$432.85	N	H
Chloride	Calculated on analysis		N	H
Chlorinated hydrocarbons	\$47.50	\$49.00	N	H
Chlorinated phenolic	\$1,830.00	\$1,880.00	N	H
Chlorine	\$3.20	\$3.30	N	H
Chromium	\$32.00	\$33.00	N	H
Cobalt	\$20.00	\$21.00	N	H
Copper	\$21.00	\$21.00	N	H
Cyanide	\$93.00	\$96.00	N	H
Fluoride	\$5.75	\$5.90	N	H
Formaldehyde	\$3.20	\$3.30	N	H
Herbicides/ Defoliant	\$912.00	\$936.00	N	H
Oil and Grease (Total O and G)	\$2.65	\$2.75	N	H
Iron	\$3.20	\$3.30	N	H
Lead	\$46.90	\$48.15	N	H
Lithium	\$9.95	\$10.25	N	H
Manganese	\$9.95	\$10.25	N	H
Mercaptans	\$93.00	\$96.00	N	H
Mercury	\$3,040.00	\$3,120.00	N	H
Methylene Blue Active Substances (MBAS)	\$2.10	\$2.15	N	H
Molybdenum	\$2.10	\$2.15	N	H
Nickel	\$32.00	\$33.00	N	H
Nitrogen (N) (Total Kjeldahl Nitrogen– TKN)	\$1.60	\$1.65	N	H
Organo arsenic compounds	\$912.00	\$936.00	N	H
Pesticides general (excludes organochlorins and organophosphates)	\$912.00	\$936.00	N	H

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Page 135 of 138



Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Liquid Trade Waste Excess Mass charges for Category 3 [continued]

Petroleum hydrocarbons (non-flammable)	\$4.20	\$4.35	N	H
pH Factor	Factor (0.375)		N	H
Phenolic compounds (non chlorinated)	\$9.95	\$10.25	N	H
Phosphorus (Total P)	\$3.20	\$3.30	N	H
Polyporous aromatic hydrocarbons	\$20.00	\$21.00	N	H
Selenium	\$66.00	\$68.00	N	H
Silver	\$3.20	\$3.30	N	H
Sulphate (SO4)	\$1.60	\$1.65	N	H
Sulphide	\$3.20	\$3.30	N	H
Sulphite	\$3.20	\$3.30	N	H
Suspended Solids (SS)	\$2.65	\$2.75	N	H
Thiosulphate	\$1.60	\$1.65	N	H
Tin	\$9.95	\$10.25	N	H
Total dissolved solids (TDS)	\$1.60	\$1.65	N	H
Uranium	\$9.95	\$10.25	N	H
Zinc	\$20.00	\$21.00	N	H

### Miscellaneous Charges

#### Equipment Hire – Specialised Engineering Equipment

Street sweeper Hire per hour (Minimum charge of 1 hour)	\$185.00	\$185.00	Y	H
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#### Other Charges

Septic Waste Disposal – Braidwood Treatment Plant	\$0.05	\$0.05	N	G
* Septic waste must be generated within the LGA. Maximum of 10KL accepted per 24 hours.				

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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### Water Back Flow Prevention

Initial Device Inspection and Registration (per Visit)	\$140.00	\$144.00	N	H
Annual Device Registration	\$42.50	\$44.00	N	H
Late Device Testing/ Registration (per Month)	\$84.00	\$87.00	N	H
Purchase of Back flow Test and Maintenance Report Books (per bin)	\$37.00	\$38.00	N	H

### Residences and Units

Note: Installation assumes simple installation where there is no road crossing or reinstatement of footpaths or underground services.

#### 1-2 ET

20mm V100 Ball Joint Cold Water Meter + 20mm V100 XR Emeris Meter Interface Unit (Electronic Meter)	\$384.00	\$394.00	N	H
20mm Service	\$1,020.00	\$1,050.00	N	H

#### 3-5 ET

25mm V100 Ball Joint Cold Water Meter	\$591.00	\$607.00	N	H
25mm Service	\$1,290.00	\$1,330.00	N	H

Fee Name	Year 19/20 Last YR Fee (incl. GST)	Year 20/21 Fee (incl. GST)	GST	Pricing Policy
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## Weed Control

### Weed Control Compliance

Re-inspection to check compliance with a biosecurity duty and that duty has not been discharged * minimum 1 hour, thereafter in 15 minute intervals	\$157.00	\$162.00	N	Q
Weed control compliance administration * minimum 1 hour, thereafter in 15 minute intervals	\$157.00	\$162.00	N	Q
Application for permit under Biosecurity Act 2015 s.341	\$720.00	\$720.00	N	M

### Weed Control Action

Biosecurity weed control actions under the Biosecurity Act 2015 – One ground operator per hour plus chemicals at cost * minimum 1 hour, thereafter in 15 minute intervals	\$126.00	\$130.00	N	Q
Biosecurity weed control actions under the Biosecurity Act 2015 – Two ground operators per hour plus chemicals at cost * minimum 1 hour, thereafter in 15 minute intervals	\$167.00	\$172.00	N	Q
Enforced weed control – Other control methods (aerial, aquatic, etc) at cost + 30%	By quotation		N	Q



# **QUEANBEYAN-PALERANG REGIONAL COUNCIL**

## **Council Meeting Attachment**

**22 APRIL 2020**

ITEM 9.13      DRAFT OPERATIONAL PLAN AND FEES AND CHARGES 2020-  
21

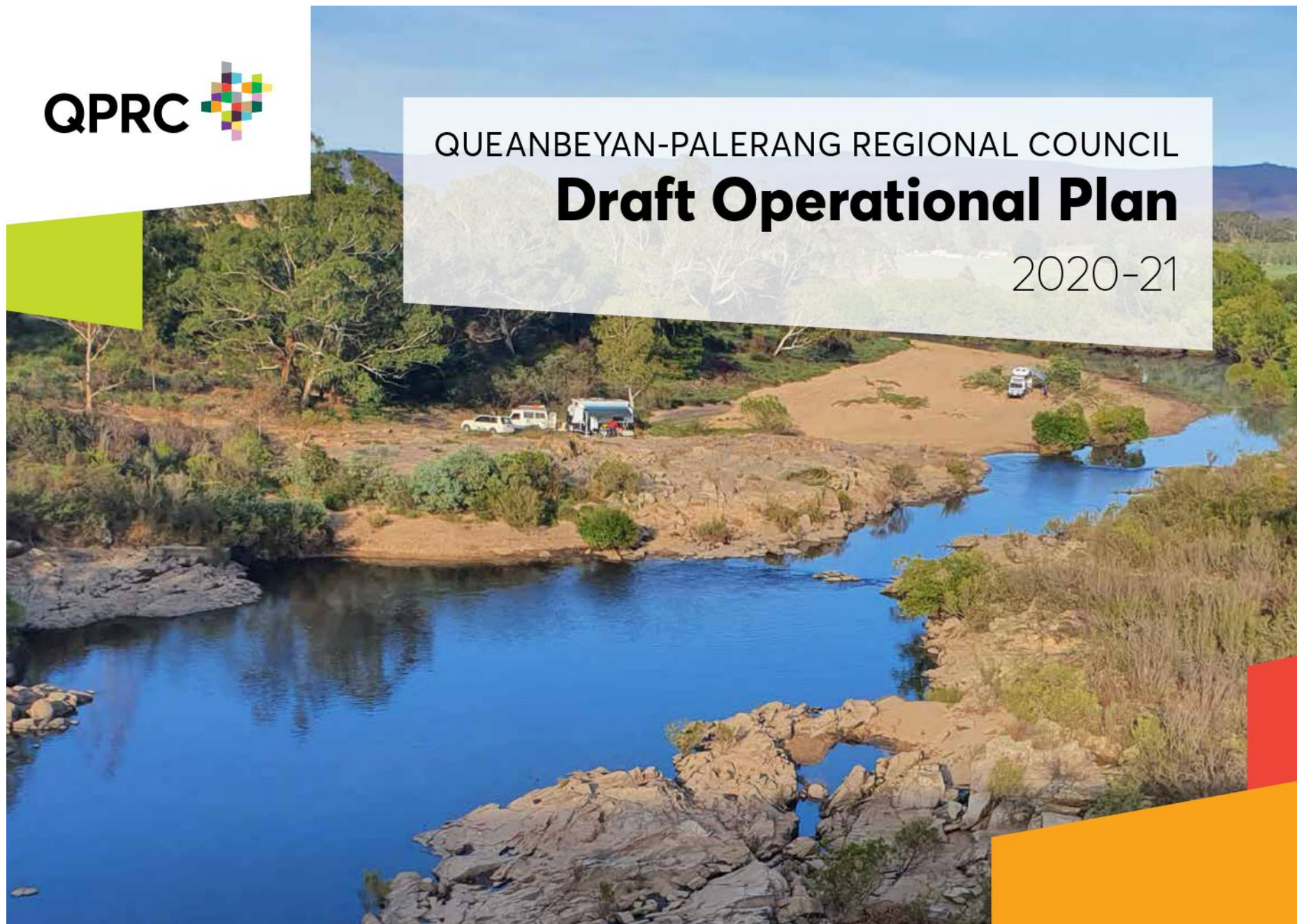
ATTACHMENT 2      DRAFT OPERATIONAL PLAN 2020-21



QUEANBEYAN-PALERANG REGIONAL COUNCIL

# Draft Operational Plan

2020-21





Front: The Shoalhaven River at Warri Bridge.  
Monaro Street, Queanbeyan





## CONTENTS

1.	Foreword	4
2.	What is the Operational Plan	6
3.	About Us	8
4.	Our Elected Representatives	12
5.	Council's Organisational Structure	14
6.	The Executive Team	16
7.	What the Community have told us	18
8.	The Community Vision and Aspirations	20
9.	The Strategic Pillars	22
10.	Financial Overview – Budget 2020-21	24
11.	Financial Overview – Where we invest	30
12.	Financial Overview: Cost of services	31
13.	Financial Overview – Capital Works Program 2020-21	32
14.	Overview of Significant Functions	36
	Strategic Pillar 1: Community	38
	Strategic Pillar 2: Choice	44
	Strategic Pillar 3: Character	48
	Strategic Pillar 4: Connection	58
	Strategic Pillar 5: Capability	68
15.	Glossary of Terms	80
16.	Appendix 1: Major project schedule	86
17.	Appendix 2: Road seals, rehabilitation and resheeting 2020-21	88
18.	Appendix 3: Council services and program – COVID response	92
19.	Appendix 4: Stronger Communities Fund Projects	93
20.	Appendix 5: Review of Delivery Program 2018-21	94
21.	Appendix 7: Debt overview	96
22.	Appendix 8: Property addendum	97
23.	Appendix 9: Community engagement schedule	98
24.	Appendix 10: Decision-Making Framework	100



# 1.

## FOREWORD

### MESSAGE FROM THE MAYOR AND CEO

Welcome to Queanbeyan-Palerang Regional Council's draft Operational Plan for 2020-21. The impact of bushfires, flood damage and COVID-19, together with the deferral of the local government elections to September 2021, has added new layers of complexity and has had a significant impact on our organisation.

The COVID-19 pandemic led to the closure of a number of Council's facilities and restricted several services, including the libraries, The Q theatre, aquatic centre and pools, and indoor sports centre which has impacted our income and budget. We have kept our permanent staff working on our essential services, or redeployed from these closed facilities to support customer service and organisational reviews as we migrate to expanded digital and remote transacting and interacting with staff and the community. We will continue to support and provide outreach to our residents impacted by the bushfires.

The 2020-21 financial year is the final year of the adopted Delivery Program 2018-21 and it is pleasing to look back on what we have achieved over the past two years. We continue to attract Government grants and funding opportunities which have allowed us to progress some significant community focused projects.

Towards the middle of 2020, we expect to see the Ellerton Drive extension and Old Cooma Road duplication open to traffic. These two projects have been brought forward thanks to government funding and form an integral part of the Queanbeyan traffic network. Similarly, we continue the march north in realigning and sealing Nerriga Road. The new Charleyong Bridge was opened earlier this year.

The 2020-21 budget across all of Council's entities shows that we expect a total income of \$127.3m and expenditure of \$124m, leaving us with an operational surplus of around \$3.3m, prior to capital income/expenditure. We have allowed for reductions in fee revenues and additional expenditures

associated with the impacts of COVID-19. We're looking at capital expenditure of around \$167m which will be funded from a mix of grants, reserves, loans and rates funding. Some of the highlights of the 2020-21 capital works program include:

- Regional Sporting Complex - stage 1
- Bungendore Sports Hub
- Ongoing sealing and widening of Nerriga Rd
- Bridge replacement at Reedy Creek on Mayfield Lane and Gidleigh Bridge on Gidleigh Lane
- Progression of the Queanbeyan Civic and Cultural Precinct
- Monaro St, Queanbeyan refurbishments
- Planning for the Queanbeyan Sewage Treatment Plant upgrade
- Construction of a new roundabout at the intersection of Malbon and Molonglo Sts (Kings Highway) in Bungendore
- Development of the South Jerrabomberra Innovation Precinct
- Construction of off-street car parks in Bungendore and Braidwood
- Stage 1 of the Bungendore Flood Risk Management Plan

In addition to the capital works program, our staff will continue to undertake regular maintenance on our assets, specifically our roads, bridges, parks and sportsfields and water and sewer infrastructure.

As highlighted in our Revenue Policy, 2020-21 will see the introduction of a harmonised rating structure for the Local Government Area. This was one of major tasks facing this Council following the merger in 2016 and through strong engagement we were able to develop a structure that minimised the impact on our ratepayers.



Cr Tim Overall  
Mayor



Peter Tegart  
CEO (General Manager)



2.

# WHAT IS THE OPERATIONAL PLAN?

The Operational Plan is one component of Council's Integrated Planning and Reporting Framework. It is a sub-plan of the Delivery Program – and therefore is not a separate entity. The Delivery Program described the strategies and has a budget normally covering the four-year period of the program. The Operational Plan on the other hand spells out the individual actions that will be undertaken in a specific financial year to achieve those strategies.

The Operational Plan also includes the Council's detailed annual budget and is accompanied by Council's Revenue Policy and Fees and Charges which includes the proposed rates and annual charges for water, sewer and waste.

As Figure 1 shows, the Operational Plan forms part of a larger corporate planning process – the Community Strategic Plan sets the community's agenda for the future; the Resourcing Strategy identifies the dollars, assets and staff resources Council needs to deliver on community's aspirations; the Delivery Program sets out Council's strategic response to these aspirations; the annual Operational Plan outlines Council's activities in each financial year. Figure 2 identifies how the various levels of the planning framework relate to each other.

Figure 1: How the components of the Integrated Planning Framework relate to each other

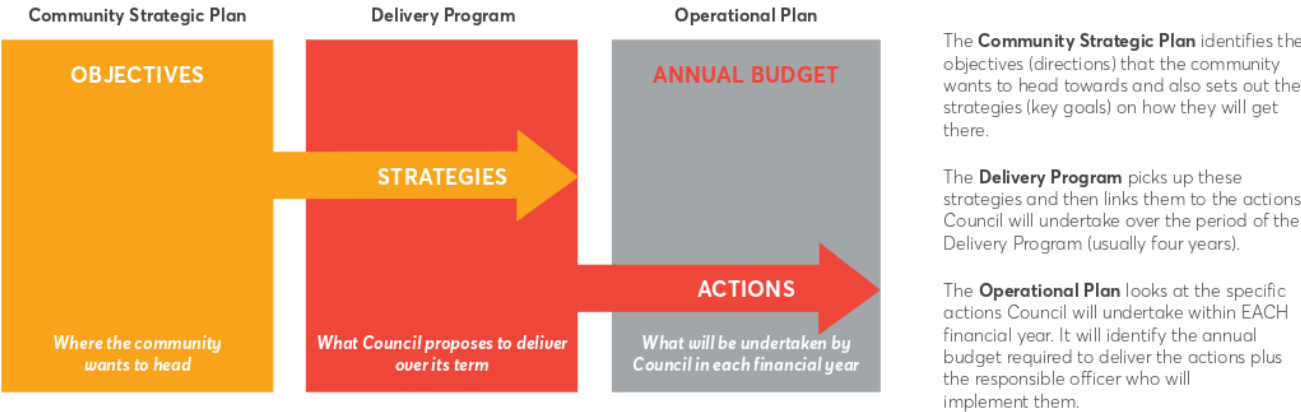
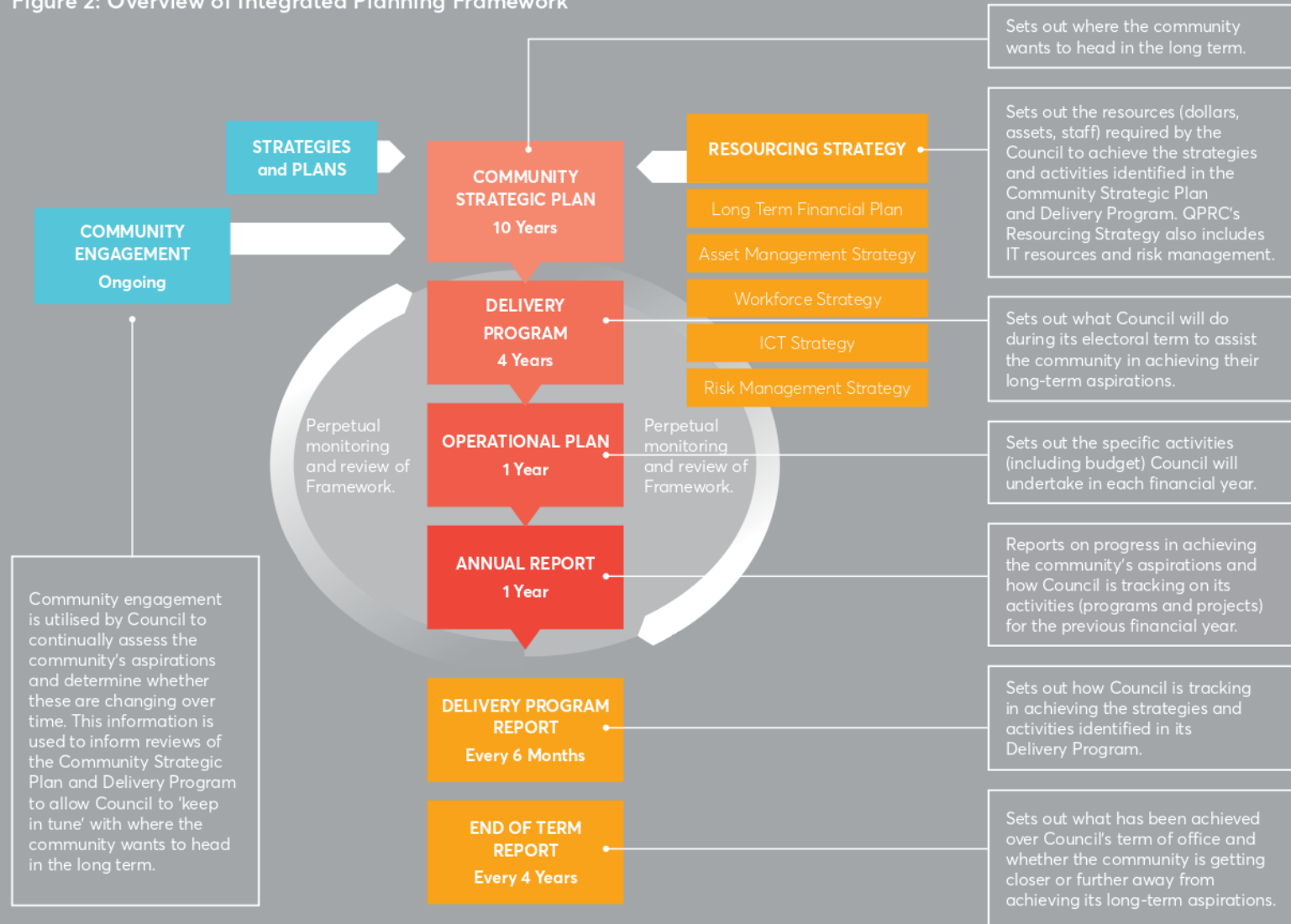


Figure 2: Overview of Integrated Planning Framework





3.

# ABOUT US

## QUEANBEYAN-PALERANG – WHO WE ARE

Queanbeyan-Palerang is located in south-eastern NSW and lies adjacent to the Australian Capital Territory (ACT). The Council came about after a merger in 2016 of the former Queanbeyan City and Palerang councils.



8



### ASSET BASE

\$1.7 billion



### TOTAL BUDGET

\$295 million



### WORK STATUS

Unemployment rate of **4.0%** compared to Regional NSW rate of 6.6%.

**65.1%** of the working population travels outside the LGA to work



### INCOME

**25%** of the population earned a high income (\$1,750 or more per week) compared to 12.2% of Regional NSW population





The recently upgraded Back Creek Bridge has improved access for the school bus and road users when the river rises



## QPRC ASSETS



1,059km of Sealed Roads  
752km of Unsealed Roads  
394km of Kerbs and Gutters



20km of shared paths \*



140 Vehicular Bridges



6 Pedestrian Bridges

176km of Footpaths

Council's asset database does not currently recognise on-road cycle paths as separate assets.



2 Performing Arts Centres  
8 Community Centres  
6 Community Halls



107 Parks and Reserves  
27 Sportsfields  
2 Showgrounds  
140 bushland reserves  
52 threatened species sites  
1,080km roadside with high value vegetation



5 Swimming Pools

261 buildings  
1 Saleyard



4 Waste Transfer Stations  
2.0 Landfill Sites



4 Water Treatment Plants  
21 Water Reservoirs  
1 Dam



1 Truckwash Facility



35 Public Toilets  
5 Sewage Treatment Plants  
35 Sewage Pump Stations



412km of Sewer Mains  
393km of Water Mains  
284km of Stormwater Mains  
14km of Recycled Water Mains

6 Water Pump Stations

7 Water Bores



4.

## OUR ELECTED REPRESENTATIVES

Queanbeyan-Palerang Regional Council consists of 11 councillors who are elected from the entire local government area. The Mayor is elected for a two-year term by the councillors whilst the Deputy Mayor is elected for one year.





**Cr Tim Overall**  
Mayor



**Cr Trudy Taylor**  
Deputy Mayor



**Cr Michele Biscotti**



**Cr Peter Bray AM**



**Cr Brian Brown**



**Cr Pete Harrison**



**Cr Trevor Hicks**



**Cr Peter Marshall**



**Cr Radmila Noveska**



**Cr Mark Schweikert**



**Cr Kenrick Winchester**

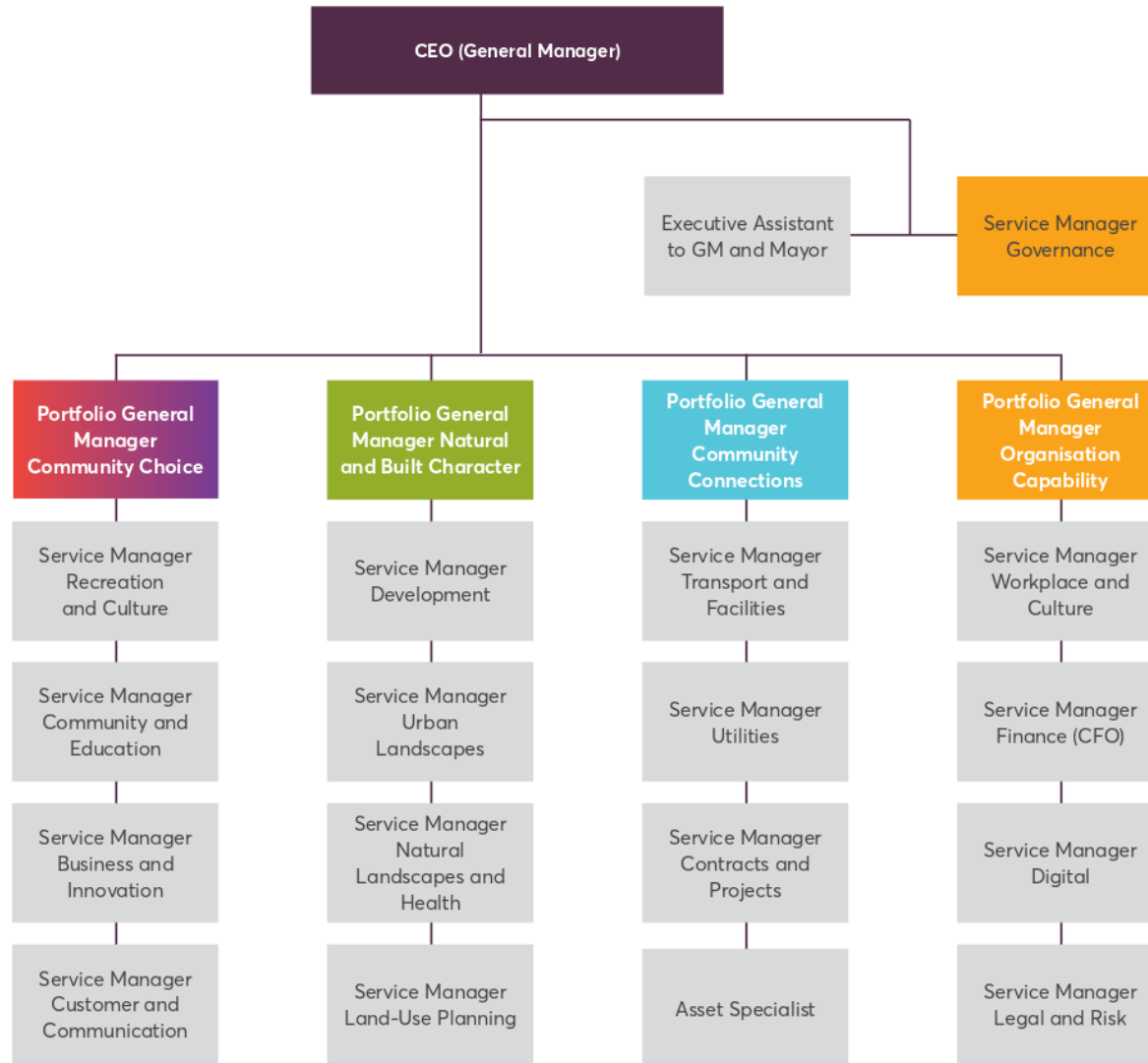


## 5.

# COUNCIL'S ORGANISATIONAL STRUCTURE

Council's staff is organised around a **portfolio structure** which aligns with the Strategic Pillars identified within the Community Strategic Plan. These Strategic Pillars are **Community, Choice, Character, Connection** and **Capability**. The CEO heads the Executive Team consisting of four Portfolio General Managers who in turn are responsible for managing 16 Service Managers who deliver services, programs and projects aligned to the Strategic Pillars.

An artist's impression of the new Queanbeyan Civic and Cultural Precinct. Construction is expected to start in 2020-21.



6.

THE EXECUTIVE TEAM



**Peter Tegar**  
CEO (General Manager)



**Jacquelyn Richards**  
Portfolio General  
Manager  
Community Choice



**Michael Thompson**  
Portfolio General  
Manager  
Natural and Built Character



**Phil Hansen**  
Portfolio General  
Manager  
Community Connections



**Andrew Knight**  
Portfolio General  
Manager  
Organisation Capability





Citizenship ceremonies are held throughout the year, with hundreds of residents officially welcomed to the Australian family.

7.

# WHAT THE COMMUNITY HAVE TOLD US

During 2016-17 Council sought the views of the community to ascertain what they want to see happen in the region over the long term. The Community Strategic Plan provides a comprehensive overview of this engagement process. At the macro level, this engagement has identified the community's broad likes and dislikes and the key strategic priorities they would like to see addressed. Figure 3 below sets out these Strategic Priorities. A new survey was commissioned in early 2020 which will inform the next Delivery Program.

Figure 3: Key findings of the Community Engagement – What you have told us







The new playground at Braidwood's Ryrie Park has been popular with locals and visitors.



## 8.

# THE COMMUNITY VISION AND ASPIRATIONS

The community engagement exercise asked the Queanbeyan-Palerang community to identify their long-term aspirations for the region. This is set out in their Vision of what they want our region to be within the next 10 years and a series of aspirational statements (which set out specific desires within the quadruple bottom-line of community, economy, environment and leadership as well as infrastructure.) These align well with the strategic pillars of Community, Choice, Character, Connection and Capability.

## QUEANBEYAN PALERANG Our Vision – Our Future

A place offering a wonderful lifestyle for residents, families and visitors, a lifestyle created in large part by passive and active enjoyment of the natural and built environment.

The lifestyle is friendly, safe and relaxed – the result of living in an environmental haven, with clean and pristine waterways and bushland, well maintained public spaces and a commitment to sustainable energy and waste.





Our Aspirations are:

COMMUNITY

- We are a friendly and caring community
- We feel safe in the places we visit in our built and natural environment
- We respect the indigenous relationship with the land we live on
- Our community and our identity are made vibrant by the expression of arts and culture around us

CHOICE

- We have a diverse, resilient and smart economy fostering businesses that create jobs and wealth for all in our community

CHARACTER

- We enjoy the natural beauty and opportunity of our natural environment, and act to protect it through our management of energy and waste
- We take pride in our public places, which provide an unique civic identity

CONNECTION

- We are well connected to accessible services and facilities that provide our needs for living, work and leisure

CAPABILITY

- We are served by a Council that listens to us and responds in our best interests in all their actions, and provides the leadership we need to achieve our common aspirations

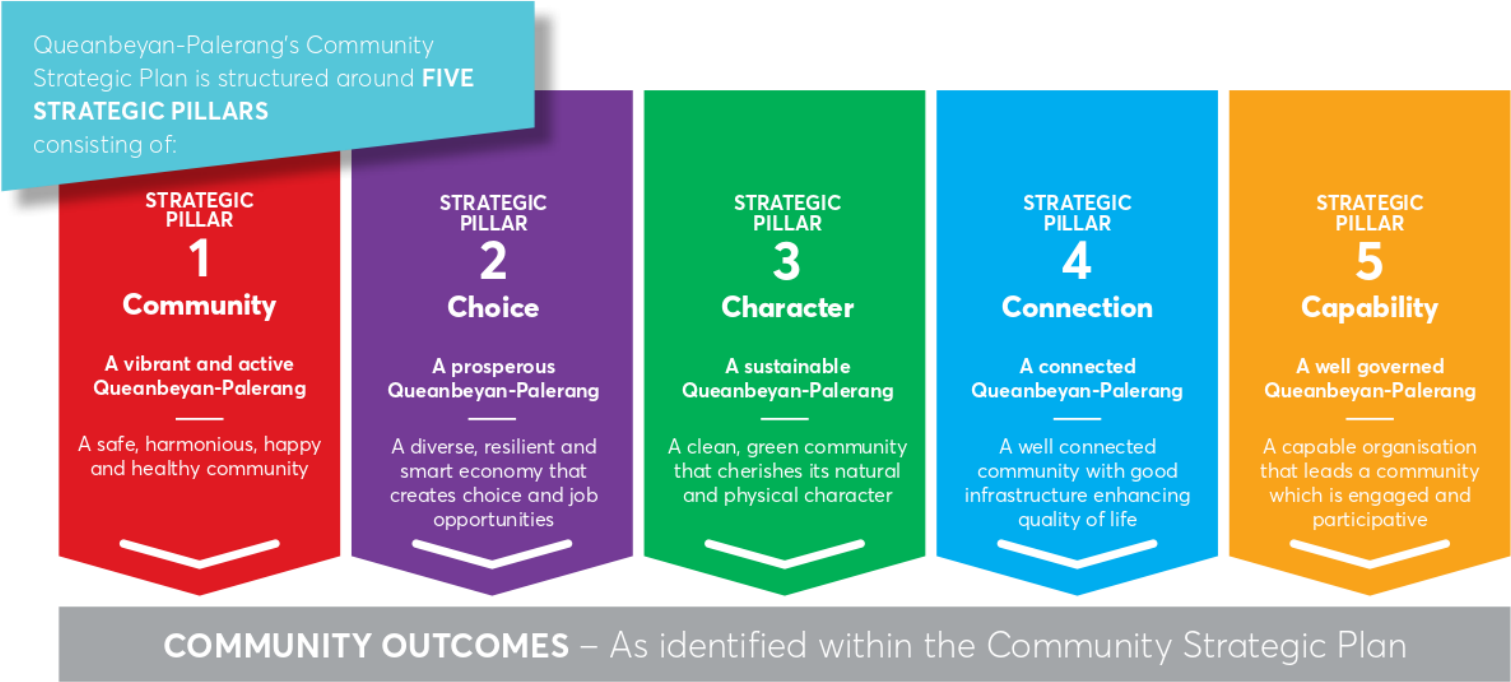
9.

# THE STRATEGIC PILLARS

The challenge for Queanbeyan-Palerang Regional Council is turning the community's long-term vision, aspirations and strategic priorities into reality. To assist with this process the Integrated Planning and Reporting Framework requires councils to set out their strategic actions within a quadruple bottom-line structure based around **community, economy, environment** and **leadership**. QPRC has defined these as Strategic Pillars of **COMMUNITY, CHOICE, CHARACTER** and **CAPABILITY**.

The community engagement process with residents of the region gave Council a very strong message that there is a need to address key infrastructure issues particularly in regard to roads, communications and access to services. In response to this Council has developed a fifth strategic pillar based on **CONNECTION**. Accordingly QPRC's Community Strategic Plan is built around five Strategic Pillars consisting of:

Figure 4: The Strategic Pillars



Within each Strategic Pillar, the community have told Council what they want to see achieved and outlined what they saw as important arising from their feedback during the community engagement process. This is set out in Figure 5.

**Figure 5: What the community have said**

COMMUNITY	A safe, harmonious, happy and healthy community leading fulfilled lives	The community share a common appreciation of the benefits of living in a place that offers the opportunity for strong social and environmental connections traditionally associated with country or rural communities.	They believe the region is a community that is neighbourly, friendly, caring and inclusive. However, concern was raised over perception of safety and dissatisfaction with the provision of sports and recreation facilities and playgrounds.
CHOICE	A diverse, resilient and smart economy that creates choice and job opportunities	The community strongly believe that their geographical proximity to the population, services and facilities of Canberra provides opportunity to develop and expand the region's economic assets. In particular they believe there is good opportunity for tourism expansion. They also feel affordable	living and amenity provided by the region gives them an economic advantage. The rejuvenation of the Queanbeyan CBD and construction of a cinema as well as providing public amenity in the rural villages is seen as being very important.
CHARACTER	A clean, green community that cherishes its natural and physical character	The community strongly value the natural beauty of the region and country lifestyle opportunities this provides. They identify with the open spaces, countryside, rivers and other water bodies which characterise the region. They also take pride in the built environment consisting of parks and gardens as well as heritage elements within the urban areas. However	maintenance of the public realm was seen as being very important and needing greater emphasis. Residents desire an improvement in their surroundings with improved public amenity and public realm (streetscapes, parks and gardens).
CONNECTION	A well connected community with good infrastructure enhancing quality of life	The good maintenance of the public realm and connection within the community were seen as very important to the quality of life for residents. This included the need to have well maintained infrastructure, good waste management, roads, access to public transport and good traffic management. In particular, the need to be able to travel around the region easily and safely was seen	as paramount. Social connection issues were also seen as being very important such as access to communication services particularly for rural residents whilst access to social services like healthcare, education and sporting facilities were seen as important for those residing in our rural villages and rural areas.
CAPABILITY	A capable organisation that leads a community which is engaged and participative	The community saw it as very important to be served by a Council that is responsive, representative, equitable, open to scrutiny and willing to address red tape. They saw the creation of Queanbeyan-Palerang Regional Council as an opportunity to reset the clock and have an effective and responsive	Council with a fair rates structure, strategic planning and a vision that is funded and provides value for money. In particular they want to see improved community engagement and communications.



## 10.

# THE OPERATIONAL PLAN - BUDGET 2020-21

## Budget Statement 2020-21

### Overview

The 2020-21 budget process has been challenging for Queanbeyan-Palerang Regional Council with the impact of bushfires, floods and COVID-19 placing additional pressure on the financial position.

Council's budget has grown from a combined \$160 million at the time of merger, to over \$295 million in 2020-21, including \$171 million budgeted capital works.

Thanks largely to our success seeking and securing government grants, and often matching those funds with debt or other contributions, we've been able to accelerate investment in the renewal and upgrade of infrastructure assets such as: Nerriga Road, Old Cooma Road, Captains Flat Road, Queanbeyan sewage treatment plant and the Queanbeyan Civic and Cultural Precinct. Many of those assets were largely responsible for the combined infrastructure backlog disclosed in the former councils' financial statements pre-merger.

This budget statement relies on the forecasts adopted by Council with the Financial Plan, and relies on the continued rigour of financial management to meet the operating results predicted in the Delivery Program to meet the financial performance benchmarks expected by Government.

### COVID-19 response

As the impact of COVID-19 becomes clearer, we will continue to adjust our budget predictions, however it is likely to have a significant impact on the organisation's bottom line and in turn our Long Term Financial Plan. Some of the direct financial impacts to Council's budget include:

- Increase in ratepayers experiencing financial hardship and deferring rate payments
- Loss of income from businesses such as The Q, aquatic centre and pools, indoor sports centre and other community facilities that have been forced to close
- Reduction in revenue from hiring of community centres and facilities and parking infringements

- Delaying the planned introduction of a stormwater levy in Bungendore and Braidwood (\$20 per rateable property per year)
- Leave for staff who were employed in closed down facilities/services
- Reduced income from investments.

We will look to address these challenges by implementing the following:

- Potential recruitment freeze for non-essential positions when restrictions are lifted
- Streamlined processes and interest free terms for financial hardship applications
- Provide rental rebates for hirers of Council-owned properties
- Increase our donations for rates and charges and rental rebates
- Provide online and other support to local businesses
- Deferring the annual increase in councillor and Mayor fees
- Reduction in provision of Council services during the pandemic response period
- Redeploy staff throughout the organisation to high volume service areas

Council reviewed its programs to determine those that are essential, reduced/restricted and closed/deferred. The list is shown at Appendix 3.

### Bushfire recovery

Bushfires affected our local government area between November 2019 and January 2020 with around 60 dwellings destroyed and hundreds of properties suffering damage.

Council established a Bushfire Recovery Centre in January 2020 to assist affected residents navigate their way through the various bushfire support measures that are in place. The Centre has been staffed by Council, with the Federal Government contributing funding for recovery costs.

As the recovery has progressed, the Centre has focused on outreach programs directly to the villages and rural residents.

Council donated \$15,000 to the Braidwood Community Help Fund and waived fees at the Braidwood saleyards and Showground (BlazeAid).

The NSW Government provided rate relief for ratepayers in 2020 where the primary residence, or business, was destroyed by fire.

Council received \$1m from the Federal Government's bushfire assistance package which was allocated as follows:

- Offset assistance measures such as, waiving fees at the Braidwood Showground, subsidising private works relating to dam clearing, waste disposal fees, development application and inspection fees and rates rebates - estimated \$300,000
- Fit out the recovery centre and arrange repairs to Braidwood evacuation centre and recovery camp at Showground - estimated \$50,000
- Recruit a fixed-term local bushfire recovery coordinator - estimated \$100,000
- Recruit a fixed-term economic development officer to work with businesses in affected area - estimated \$175,000
- Initiate a TV advertising campaign to help restore local economies in Braidwood and Bungendore - estimated \$25,000
- Second a community development officer to engage with community to restore and build resilience in affected communities - estimated \$150,000
- Provide financial support for local wildlife recovery groups - \$10,000
- Hold balance in reserve for unfunded infrastructure repairs - estimated \$190,000

Additionally, Council partnered with local marketing companies and media organisations to develop the Treasure Trail campaign. This was designed to stimulate the economy in Braidwood, Bungendore and surrounding villages following the impact of the bushfires and road closures. The campaign was postponed due to COVID-19 however will recommence when restrictions are scaled back and travel is encouraged.

#### Deferred election

Due to the impact of the COVID-19 pandemic, the local government elections scheduled for September 2020 have been postponed until September 2021. Council was budgeting for election costs of around \$500,000 for the 2020 election. These funds will remain in reserves and will be used for the 2021 election.

As a result of the deferred election, Council is no longer required to review its Community Strategic Plan and develop a new Delivery Program during the financial year. While these two important components of the Integrated Planning and Reporting Framework are delayed, Council will progress the refresh of the Long Term Financial Plan, Workforce Strategy, ICT Strategy

and Asset Management Strategy to ensure the Resourcing Strategy can be presented to potential candidates for the 2021 election.

#### Rates harmonisation

Following the merger in 2016, councils were unable to harmonise their rating structures until the 2020-21 financial year. Council undertook extensive engagement activity in 2019-20, including the use of a community reference panel, to consider and adopt a harmonised rating structure for the Local Government Area. In preparing the new structure, Council considered the following critical factors:

- Long term revenue requirements to meet the financial sustainability criteria
- Mix of revenue from rates, annual charges and user fees and charges
- Relative similarities and differences in the current rating structures and how changes will impact ratepayers
- The principles of equity, simplicity and efficiency for a new revenue strategy.

Following public exhibition in February/March, the preferred structure was adopted in April and incorporated into the Revenue Policy.

#### Rates in 2020-21

QPRC rates notices in 2020-21 will be affected by three factors:

1. Council's total rates income for the year will be increased by the rate peg of 2.6%, which is set by the NSW Independent Pricing and Regulatory Tribunal. 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.
2. Under rates harmonisation, the creation of a uniform structure will mean that some rates increase, and some decrease in the first year.
3. 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. The valuation process is something Council can't influence and ratepayers should receive a valuation notice. Increases in land values do not necessarily lead to similar increases in rates; but they can cause significant impacts if individual properties experience rises or falls in value out of step with other properties across the Council area.

#### Fees and charges

Council's fees and charges have generally increased by 2.6%, the same as the rate peg as set by the NSW Independent Pricing and Regulatory Tribunal.

#### Growth

The QPRC local government area continues to be one of the fastest growing areas in inland NSW, with nearly 1,000 new residents calling the LGA home each year. We've set a target that the number of staff to resident ratio continues at around 7.5 staff per 1,000 residents – less than at the time of merger.

Similarly, as we continue to build new assets such as the Ellerton Drive extension and commission new assets constructed by new release developments such as Googong, our asset base grows by around \$90m each year. With that brings increased maintenance demands and growth in depreciation, which in turn impacts the operating result (or bottom line).

The infrastructure capital (renewal, upgrade, new) and maintenance expenditure for 2020-21 is illustrated from page 32.

#### Staff

Our staff FTE has grown to deliver existing, new or expanded services into the merged LGA, appointed to fill 'gaps' in some specializations or projects, or to 'harmonise' the level of service across the LGA. While those services, standards and levels of service are being progressively reviewed by Council (which may influence organisation structure and staffing levels later), we've seen staff FTE grow from around 400 at time of merger to over 450, with around 15% on fixed term engagement to correspond with grants and other projects.

Our investment in wages and training of staff over \$45m represents around one-third of our operational expenditure, while typically 10% of that cost supports capital infrastructure works.

And of course as over 75% of our staff reside in the LGA, they contribute to community life and the local economy



This mural was painted on the amenities building at Captains Flat.



### Contracts and Supplies

Supporting local and regional business is important. Council can't always employ or provide specialist staff, plant or equipment in house, and looks to the private sector to provide that expertise or augment our staff in peak periods of activity.

We engage a trades and services panel, and regularly call quotes or tenders for the larger jobs such as road sealing, water main servicing, roadside slashing or weed spraying. Over one-third of our operating expenditure (\$45m) is paid to contractors and suppliers.

We recognise there will be cost premiums to recruit staff and contractors while Snowy 2.0 and the COVID recovery stimulus processes are conducted.

### Grants

A significant contributor to the capital costs of infrastructure and operational costs of community and environmental services, is grants from the Commonwealth and NSW Governments, representing one quarter of total income. The NSW Government in particular, has directed funds to merged councils and regional communities. While the financial assistance grants (FAG) have flat-lined in recent years for local government generally, that contribution of \$6.2 million through the Commonwealth offsets some of the gaps in human and cultural spending. Council continues to acknowledge the support from both Governments.

### Collaboration

Much of the efficiency to be gained by the sector is through partnerships – especially with other governments and councils, such as the Canberra Region Joint Organisation (CRJO). Council also works closely with NSW Department of Premier and Cabinet and the ACT Government through the memorandum of understanding to better align networks, policy and services across the border, to augment public and private sector investment in the region and to reduce red tape.

### Economic Impact

It is important to recognise that Council is one of the largest employers in the area, and is indeed the largest local government in the Canberra region. To that end, the multiplier effect of around \$90m in wages, supplies and contracts by Council into the local and regional economy is estimated at \$220m. (source: ID Profiler)

### Services

The Operational Plan tabulates the value of each of the 25 services within the five strategic pillars of Community, Choice, Character, Connection and Capability. Clearly, the bulk of our expenditure goes on maintenance of infrastructure assets (eg roads, bridges, water, sewer, buildings) and the services they support (eg recreation, library, cultural and sports centres).

Broadly speaking, Council's 'narrow the gap' principle suggests the maintenance, renewal and debt servicing is funded by rates and annual charges, supported by grants; while many of the services based on assets such as pools are partly funded by fees and grants. Our other services such as development activities are mostly covered by statutory and user fees.

The operational expenditure by Service is illustrated from page 38 onwards.

### Infrastructure stimulus

It is anticipated that the Commonwealth and NSW Government will fast track investment in infrastructure within the region as part of the COVID recovery stimulus. Over 10% of the Queanbeyan-Palerang workforce is employed in the construction sector which contributed more than 25% to the local economy.

We have identified several infrastructure and other projects that may proceed, subject to Government grant funding. We also anticipate some cost escalation due to competition for staff and material resources from Snowy 2.0 and bushfire reconstruction activities in the region.



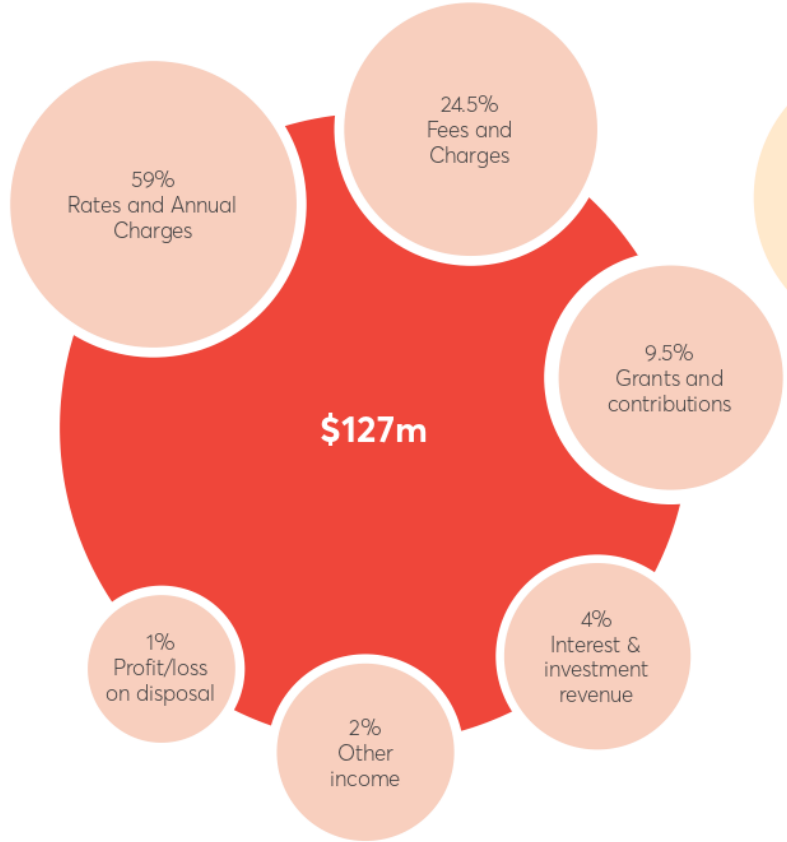
Category	Delivery Program \$,000	Budget 2020-21 \$,000
<b>Income</b>		
Rates, Levies & Annual Charges	-73,155	-74,537
User Charges & Fees	-30,003	-30,315
Interest and investment income	-3,825	-4,000
Other Income	-2,112	-2,393
Operating Contributions	-778	-980
Operating Grants	-10,722	-14,363
Profit or Loss on Disposal	-2,003	-770
<b>Total Income</b>	<b>-122,600</b>	<b>-127,361</b>
<b>Expense</b>		
Employee Costs	42,903	45,875
Borrowing Costs	5,074	3,793
Materials & Contracts	42,833	45,553
Depreciation & Impairment	27,095	28,054
Other Expenses	9,849	11,467
Internal Expenses	-5,759	-10,723
<b>Total Expense</b>	<b>121,997</b>	<b>124,020</b>
<b>Operating (Surplus)/Deficit before Capital</b>	<b>-603</b>	<b>-3,341</b>
<b>Capital Income</b>		
Capital Contributions	-22,550	-14,320
Capital Grants	-55,895	-43,600
<b>Operating (Surplus)/Deficit after Capital</b>	<b>-79,048</b>	<b>-61,262</b>
Non Cash		
Capital Contributions	21,421	7,606
Depreciation & Impairment	-27,095	-28,054
Profit or Loss on Disposal	2,003	770
<b>Total Non Cash</b>	<b>-3,671</b>	<b>-19,677</b>
<b>Investing Fund Flows</b>		
Capital Works Program	187,878	167,779
Asset Purchases	3,209	3,312
Loan Principal Repayments	4,020	7,228
<b>Total Investing Fund Flows</b>	<b>195,108</b>	<b>178,320</b>

Category	Delivery Program \$,000	Budget 2020-21 \$,000
<b>Financing Fund Flows</b>		
Sale of Assets	-2,003	-1,170
Proceeds from Borrowings	-105,400	-58,092
Total Financing Fund Flows	-107,403	-59,262
<b>Net (Inc)/Dec in Funds before Transfers</b>	<b>4,985</b>	<b>38,118</b>
<b>Reserve Movements</b>		
<b>Transfers to Internal Reserves</b>	876	11,754
Transfers to Developer Contributions	1,053	5,885
Transfers to Other External Reserves	6,717	119,400
Transfers from Internal Reserves	-2,914	-11,614
Transfers from Developer Contributions	-100	-15,378
Transfers from Other External Reserves	-22,500	-40,282
<b>Total Reserve Movements</b>	<b>-16,868</b>	<b>-37,696</b>
<b>Net (Inc)/Dec in Unrestricted Funds</b>	<b>-11,882</b>	<b>422</b>

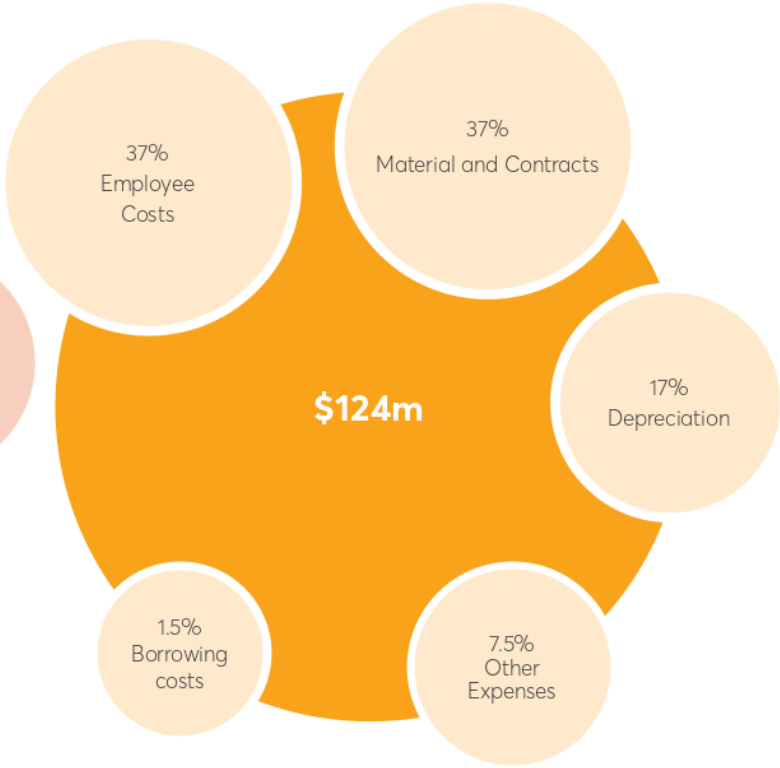
The NSW Office of Local Government requires all NSW councils to meet, or work towards meeting, a number of financial benchmarks which are listed below.

	Benchmark	Operational Plan 2020-21
Operating Performance Ratio	>0%	2.03%
Own Source Operating Revenue Ratio	>60%	60%
Debt Service Cover Ratio	>2x	2.66x
Infrastructure Renewals Ratio	100%	260%
Asset Maintenance Ratio	1.00	111%

Sources of Operating Income 2020-21



Areas of Operating Expenditure 2020-21



## 11. FINANCIAL OVERVIEW - WHERE WE INVEST

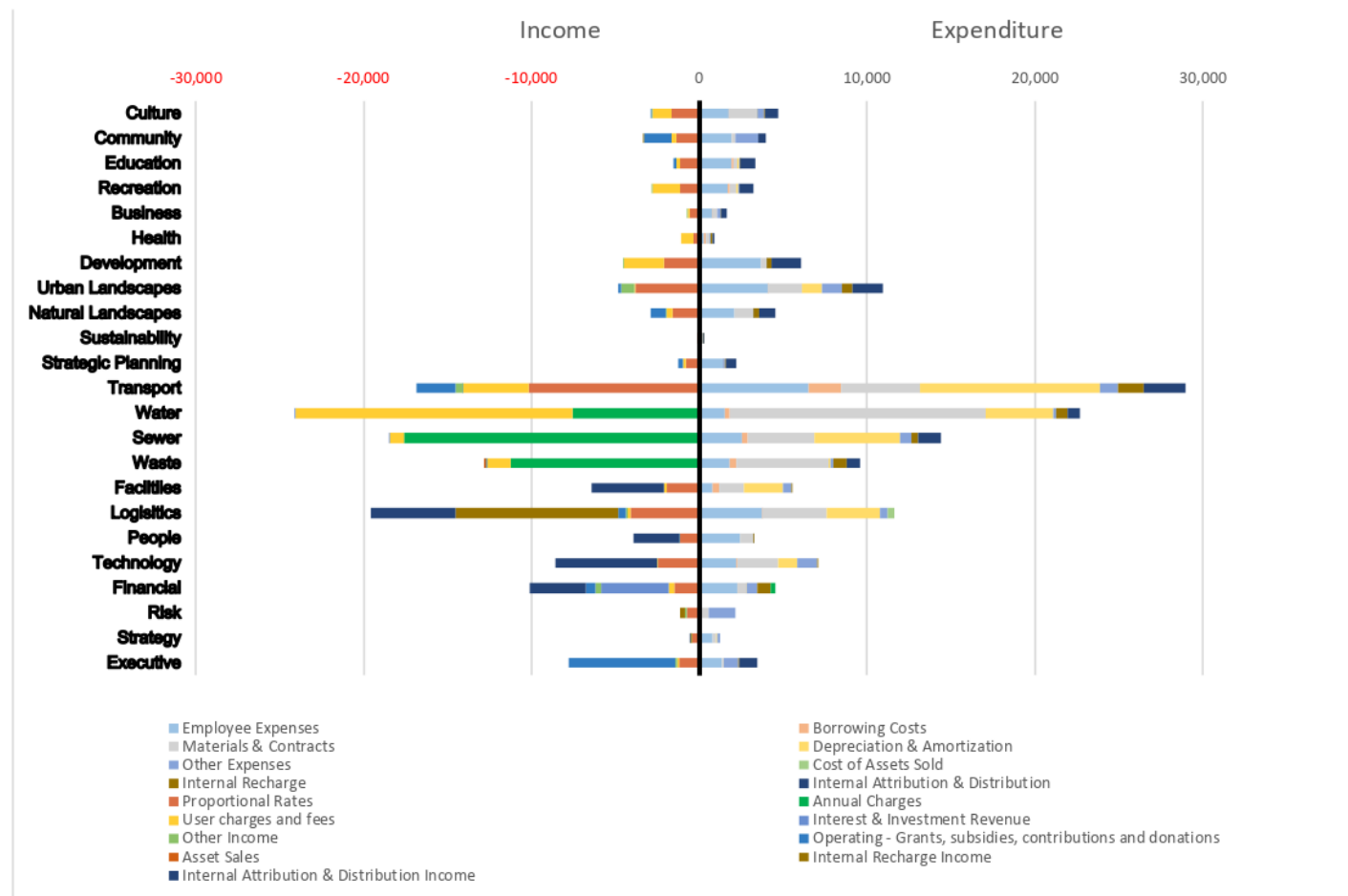
<b>In the community</b>	\$,000	<b>In the economy</b>	\$,000
Community and cultural development	7,515	Town centres transformation	2,565
Customer transacting (incl requests)	1,104	Development application assessment	6,041
Community engagement and events	2,046	Land use planning/new release areas	2,224
Community health and safety	3,446	Presentation and tourism	1,580
<b>In our staff</b>		<b>In our environment</b>	
Safety and wellbeing	572	Urban landscapes	10,927
Professional development and culture	533	Bushland and vegetation	4,541
Technology	960	Renewables, recycling and waste	9,862
<b>In our assets</b>		<b>On our services</b>	
Enhancements	108,000	Recreation	11,660
Renewal	50,100	Utilities	46,654
Rehabilitation	6,515	Transport	28,982
Fleet and plant	3,080	Representation	3,269

**Note:** Not all program and service costs are represented above, and some are duplicated.

12.

## FINANCIAL OVERVIEW: COST OF SERVICES

As highlighted in Section 14, Council provides 25 services to the community across its five Strategic Pillars. The chart below gives an indication of the cost to Council of these services. On the left hand side of the chart, the income each service generates is shown. This is offset by the expenditure required to provide the service. The gap between the expenditure and income is covered by rate income and that figure is shown later in the Operational Plan for each service and its programs.



# 13.

## FINANCIAL OVERVIEW - CAPITAL WORKS PROGRAM 2020-21

PROGRAM 2020-21

		Source of Funds							
No.	Project description	Total expenditure 2020-21 \$,000	User charges and fees \$,000	Operating grants \$,000	Capital grants \$,000	Asset sales \$,000	Transfer from Reserve \$,000	Loans \$,000	Rates \$,000
Recreation & Culture									
104263	BGD - Solar Heating Bungendore Aquatics	150	0	0	75	0	0	0	75
100966	QBN - Aquatic Centre Maintenance	120	0	0	0	0	120	0	0
Community and Education									
100991	QBN - Creating welcoming community space Queanbeyan Library	166	0	0	0	0	166	0	0
104252	QBN - Purchase of scanner	18	0	0	0	0	18	0	0
100749	QPR - Library Purchases Books and Non Books	150	0	0	0	0	70	0	80
Business and Innovation									
100944	BWD - Braidwood Saleyards upgrade	40	0	0	0	0	40	0	0
Urban Landscapes									
100692	BGD - SCF – Bungendore sports hub Stage 1	2,242	0	0	637	0	1,606	0	0
100557	BWD - Braidwood Recreation Ground Construction	250	0	0	0	0	250	0	0
104245	BWD - Braidwood Recreation Ground drainage channel	150	0	0	0	0	150	0	0
100285	QBN - Showground pavillion and storage	700	0	0	402	0	298	0	-0
104038	QBN - SRV - Blackall Park Shelter	50	0	0	0	0	0	0	50
104039	QBN - SRV - Hope Marland Park Playground	150	0	0	0	0	0	0	150
104040	QBN - SRV - Taylor Park Irrigation	130	0	0	0	0	0	0	130
104087	QBN - Construction of Googong Sub-Depot - Parks	210	0	0	0	0	210	0	0
104244	QBN - Moore Park improvements **	250	0	0	250	0	0	0	0
104246	QBN - Orana Park, Crestwood Playground & Shade Sail	150	0	0	0	0	150	0	0
760502	QPR - Memorial Park Site Studies	1,000	0	0	0	0	0	1,000	0
100184	QPR - Regional Sports Complex - Stage 1	19,000	0	0	9,000	0	0	10,000	0
Transport and Facilities									
100879	BWD - Office smart hub/cultural space **	3,090	0	0	3,000	0	0	0	90
101460	BWD - Araluen Road – Braidwood - Drought Relief **	300	0	0	300	0	0	0	0
102012	BWD - Cooma Rd/Krawaree Rd	324	0	324	0	0	0	0	0
102064	BWD - Nerriga Rd Section 3 - Construct & Seal - Ningenimble Project	3,950	0	0	0	0	3,950	0	0
102065	BWD - Nerriga Rd Section 4-Reconstruct widen & seal-Duran Durra PJ	6,900	0	0	0	0	6,900	0	0

Key: \* = grant funding received in previous years and transferred to reserves \*\* = project is reliant on grant funding being received \*\*\* = Election promise - awaiting confirmation on funding arrangement SCCF = Stronger Country Communities Fund. SCF = \$9m Stronger Community Fund.

			Source of Funds						
No.	Project description	Total expenditure 2020-21 \$,000	User charges and fees \$,000	Operating grants \$,000	Capital grants \$,000	Asset sales \$,000	Transfer from Reserve \$,000	Loans \$,000	Rates \$,000
Transport and Facilities cont									
102066	BWD - Nerriga Rd Section 5 - Recon widen & seal - Euradux Rd to Tates Ln	120	0	0	0	0	120	0	
102073	BWD - Cooma Road RRRP Jinglemoney Rd to O'Briens	714	0	357	357	0	0	0	0
102088	BWD - Nerriga Rd Section 18 - Construct Intersection with MR51	950	0	0	0	0	950	0	0
104161	BWD - Mayfield Road - Reedy Creek Bridge Replacement	1,334	0	0	679	0	654	0	0
104299	BWD - Depot - Security gates and repair to workshop	150	0	0	0	0	0	0	150
101297	BGD - Rehab Tarago Road Between Mt Fairy and Goulburn Mulwaree border	1,000	0	0	0	0	1,000	0	0
104298	BGD - School of Arts - Refurb Toilet & external redeco	10	0	0	0	0	0	0	10
104160	BGD - Gidleigh Lane - Gidleigh Bridge Replacement	546	0	0	273	0	273	0	0
104077	CFL - Hall repair Leaking Roof	50	0	0	0	0	50	0	0
102006	CFL - MR270 - Captains Flat Rd - Capital	159	0	159	0	0	0	0	0
102098	CFL - Captains Flat Road Reconstruction ***	5,000	0	0	5,000	0	0	0	0
104296	CWL - (Stoney Creek Hall) Internal Refurb	10	0	0	0	0	0	0	10
100864	QBN - Waterfall path (2018-23)	214	0	0	0	0	180	0	34
100866	QBN - Alanbar: Cooma to Waratah	18	0	0	9	0	0	0	9
100867	QBN - Anne St: Brigalow to Donald	42	0	0	21	0	0	0	21
100868	QBN - Route N1-N3 Stage 1	368	0	0	184	0	0	0	184
100963	QBN - Aquatic Centre - Replace Fencing	30	0	0	0	0	30	0	0
100965	QBN - Axis Youth Centre - Renew fencing	10	0	0	0	0	10	0	0
104073	QBN - The Q Performing Arts - Fire System	690	0	0	0	0	690	0	0
104074	QBN - Googong Community Centre- Internal upgrades	10	0	0	0	0	0	0	10
104290	QBN - Depot - Fire services compliance works	60	0	0	0	0	60	0	0
104291	QBN - Aquatic Centre HVAC/ Boiler replacement	350	0	0	0	0	350	0	0
104292	QBN - Westpac/Headspace replace HVAC system	60	0	0	0	0	60	0	0
100183	QBN - Efficient street lighting upgrades	4,168	0	0	0	0	0	4,168	-0
100225	QBN - Council Chambers Interior Refurbishment - building	30	0	0	0	0	0	0	30
100353	QBN - SRV - Bitumen Resealing - CityCARE	459	0	0	0	0	0	0	459
100354	QBN - SRV - Pavement Rehabilitation - CityCARE	282	0	0	0	0	0	0	282
100698	QBN - Stronger Communities \$9m - Aquatic Centre paint and restore	60	0	0	0	0	60	0	0
100359	QPR - Security Project - Access control and key replacement	147	0	0	0	0	147	0	0
101002	QPR - Local Roads Renewal	2,625	0	0	0	0	1,000	0	1,625
101013	QPR - Road to Recovery	1,528	0	1,528	0	0	0	0	0
101300	QPR - Local Roads Rehabilitation	600	0	0	0	0	0	0	600

Key: \* = grant funding received in previous years and transferred to reserves \*\* = project is reliant on grant funding being received \*\*\* = Election promise - awaiting confirmation on funding arrangement SCCF = Stronger Country Communities Fund. SCF = \$9m Stronger Community Fund.

			Source of Funds						
No.	Project description	Total expenditure 2020-21 \$,000	User charges and fees \$,000	Operating grants \$,000	Capital grants \$,000	Asset sales \$,000	Transfer from Reserve \$,000	Loans \$,000	Rates \$,000
Utilities									
700128	BWD - Water Services Replacement	60	0	0	0	0	60	0	0
100548	BGD - Bungendore Landfill Reinstatement	1,500	0	0	0	0	1,500	0	0
100565	BGD - South Bungendore Drainage - Ellendon to Molonglo St	250	0	0	0	0	250	0	0
700191	BGD - Water treatment plant	1,100	0	0	0	0	1,100	0	0
700192	BGD - Reservoir	200	0	0	0	0	200	0	0
700140	BGD - Sewage Treatment Plant Recycled Water System	2,500	0	0	0	0	2,500	0	0
100004	QBN - Network - Water	350	0	0	0	0	350	0	0
100119	QBN - Googong Water Recycling Plant	350	0	0	0	0	350	0	0
100124	QBN - Sewer Mains Rehabilitation	2,500	0	0	0	0	2,500	0	0
100148	QBN - Water Telemetry - Radio upgrades	200	0	0	0	0	200	0	0
700031	QBN - Stormwater Improvement Program	1,000	0	0	0	0	1,000	0	0
700166	QPR - Water connections – Palerang	25	25	0	0	0	0	0	0
700168	QPR - Sewer connections – Palerang	20	20	0	0	0	0	0	0
700169	QBN - Sewer connections – Queanbeyan	20	20	0	0	0	0	0	0
700188	QBN - Reservoir access and integrity upgrades	100	0	0	0	0	100	0	0
700193	QBN - Mains	750	0	0	0	0	750	0	0
700202	QBN - Telemetry	20	0	0	0	0	20	0	0
700213	QBN - Sewer Pump stations	50	0	0	0	0	50	0	0
700226	QBN - Water Connection Jerra Business Park	3,565	0	0	0	0	3,565	0	0
700227	QBN - Sewer Connection Jerra Business Park	3,565	0	0	0	0	3,565	0	0
710025	QPR - Old landfills	1,500	0	0	0	0	1,500	0	0
800000	QPR - Fleet Purchases	1,000	0	0	0	0	1,000	0	0
800010	QPR - Plant Purchases	2,000	0	0	0	0	2,000	0	0
800020	QPR - Fleet Sales	400	0	0	0	400	0	0	0
800025	QPR - Plant Sales	700	0	0	0	700	0	0	0
Digital									
100122	QPR - IT Tablet & Phone Purchases	70	0	0	0	0	70	0	0
100168	QPR - Hardware Refresh – IT equipment	90	0	0	0	0	90	0	0

Key: \* = grant funding received in previous years and transferred to reserves \*\* = project is reliant on grant funding being received \*\*\* = Election promise - awaiting confirmation on funding arrangement SCCF = Stronger Country Communities Fund. SCF = \$9m Stronger Community Fund.

**9.13 Draft Operational Plan and Fees and Charges 2020-21**  
**Attachment 2 - Draft Operational Plan 2020-21 (Continued)**

			Source of Funds						
No.	Project description	Total expenditure 2020-21 \$,000	User charges and fees \$,000	Operating grants \$,000	Capital grants \$,000	Asset sales \$,000	Transfer from Reserve \$,000	Loans \$,000	Rates \$,000
Contracts and Projects									
100862	BWD - Car park Wallace St	820	0	0	0	0	820	0	0
104249	BWD - Blackspot - Araluen rd – Corridor Safety Treatment **	670	0	0	670	0	0	0	0
100986	BWD - Majors Creek RFS Station replacement	400	0	0	400	0	0	0	0
100861	BGD - car park off Ellendon St	1,440	0	0	0	0	1,440	0	0
100953	BGD - Bungendore Flood Plain Works	700	0	0	467	0	102	0	131
102076	BGD - Roundabout on Malbon St	2,274	0	0	0	0	2,200	0	74
104169	BGD - Mulloon RFS Station – Design and Construction	700	0	0	700	0	0	0	0
104212	BGD - Flood Risk Management Plant Implementation	765	0	0	502	0	0	0	263
100123	QBN - Sewage Treatment Plant Upgrade	4,000	0	0	1,000	0	3,000	0	0
100265	QBN - Civic and Cultural Precinct	42,924	0	0	0	0	0	42,924	0
100869	QBN - Thorpe to Barracks Flat Dr (#3-5) paths	54	0	0	0	0	50	0	4
100894	QBN - Monaro St Refurb Stage 1	10,000	0	0	0	0	10,000	0	0
101217	QBN - Uriarra/Ross/Stornaway - traffic changes	200	0	0	0	0	200	0	0
101296	QBN - Blackspot-Crawford/Erin/Campbell Street Intersections	100	0	0	100	0	0	0	0
104107	QBN - South Jerrabomberra Northern Entry Road	20,500	0	0	20,500	0	0	0	0
104247	QBN - Rosa St School Pedestrian - Upgrade	25	0	0	25	0	0	0	0
104248	QBN - Blackspot - OCR/Railway Crossing Curve Upgrades	120	0	0	120	0	0	0	0
104250	QBN - Cooma St/Glebe Avenue Pedestrian Safety Upgrade	60	0	0	0	0	60	0	0
101196	QPR - Traffic Modelling	166	0	0	0	0	166	0	0
Office of Portfolio General Manager Capability									
104165	QPR - Implementation of TechOne Performance Planner	16	0	0	0	0	16	0	0
Total		171,102	65	2,368	44,670	1,100	60,336	58,092	4,471

Key: \* = grant funding received in previous years and transferred to reserves \*\* = project is reliant on grant funding being received \*\*\* = Election promise - awaiting confirmation on funding arrangement SCCF = Stronger Country Communities Fund, SCF = \$9m Stronger Community Fund.



14.

## OVERVIEW OF SIGNIFICANT FUNCTIONS – HOW THE OPERATIONAL PLAN IS STRUCTURED

Queanbeyan-Palerang Regional Council provides 25 services to the community. These services have been mapped into a Services and Program Framework to provide the organisational structural review of services and are defined by individual service statements. Each service statement sets out the range of programs provided by the service. QPRC's 25 services provide for a total of 120 programs – (see table below). Council also delivers a range of projects to the community which are set out in Council's capital works schedule which is outlined in Section 13 of this Operational Plan.

Note: QPRC's services and programs are organised on a 'decile' basis as opposed to numerical order. This means that services and programs are ordered by 1s, 10s, 20s, 30s, 40s and 50s. As the service structure is linked to Council's Chart of Accounts, some services and programs numbers do not appear as they are inactive.

SERVICE STATEMENTS	1. COMMUNITY		2. CHOICE	3. CHARACTER	
	Service:		Service:	Service:	
	1. Culture 2. Community	3. Education 4. Recreation	11. Business 12. Health	21. Development 23. Urban Landscapes	24. Natural Landscapes 25. Sustainability
	Program:		Program:	Program:	
	1.1 Cultural Development 1.2 Performance 1.3 Community Gathering 1.4 Events 1.5 Museums 1.6 Sister City 2.1 Children 2.2 Youth 2.3 Aged 2.4 Indigenous 2.5 People with Disability 2.6 Community Development	2.7 Engagement 2.8 Community Arts 2.9 Customer 3.1 Library 3.2 Knowledge 3.3 By-Laws 3.4 Animals 4.1 Indoor sports 4.2 Aquatic 4.3 Sportsfields 4.4 Activity Programs	11.1 Economic 11.2 Tourism 11.4 Conference 11.5 Place Management 11.6 Development liaison 11.7 Certification 11.8 Saleyards 11.9 Caravan Parks 11.10 Grants 12.1 Food/premises 12.2 Cemetery	21.1 Development assessment 21.2 Subdivision assessment 21.3 Subdivision certification 21.4 Development contributions 21.5 Development control 21.6 New release 23.1 Parks, playgrounds, sportsfields 23.2 CBD	23.3 Signage 23.5 Public Amenities 23.6 Community Land 24.1 Biodiversity 24.2 Catchment 24.3 Biosecurity 24.4 Environmental health 25.1 Education 25.2 Climate 25.3 Monitoring and Reporting 25.4 Sustainability Projects
PROJECTS Capital Works	Projects		Projects	Projects	

SERVICE STATEMENTS	3. CHARACTER	4. CONNECTION		5. CAPABILITY		
	<b>Service:</b> 26. Land-Use Planning	<b>Service:</b> 31. Transport 32. Water 33. Sewer	34. Waste 35. Facilities 36. Assets and Logistics	<b>Service:</b> 41. People 42. Technology 43. Financial	44. Quality 45. Risk 46. Property	<b>COUNCIL</b> 51. Strategy 52. Executive
	<b>Program:</b> 26.1 Land-Use Planning 26.2 Community Land 26.3 Profiling 26.4 Spatial/LIS/ Naming 26.5 Heritage 26.6 Certificates 26.7 Native Title	<b>Program:</b> 31.1 Roads 31.2 Bridges 31.3 Paths/Cycleways 31.4 Traffic/Safety 31.5 Parking 31.6 Public Transport 31.7 Cross Border/ Smart City 32.1 Water Operations 32.2 Water Infrastructure 32.3 Stormwater/ Recycling 33.1 Sewer Operations 33.2 Sewer Infrastructure	34.1 Waste and Recycling Operations 34.2 Waste Infrastructure 35.1 Buildings 35.2 Sustainability 35.3 Security 36.1 Projects/contracts 36.2 Asset Planning 36.3 Emergency 36.4 Plant/Fleet 36.5 RMS Contract 36.6 Projects 36.7 Private Works	<b>Program:</b> 41.1 Human Resource Management 41.2 Capability and Development 41.3 Payroll 41.4 WHS 41.6 Change Management 42.1 Network 42.2 Systems 42.3 Applications 42.5 Digital workplace 42.7 Records 42.9 GIS 43.1 Financial Accounting 43.2 Revenue 43.3 Financial Reporting 43.4 Procurement/Store 43.5 Budget	44.1 Quality Assurance 44.2 Systems Analysis 44.3 Business Performance 44.5 Red Tape Reduction 45.1 Risk 45.2 Insurances 45.3 Audit 45.4 Business Continuity 46.1 Property Management	51.1 Integrated Planning and Reporting 51.2 Strategic Performance 51.6 Communications 52.1 Public information 52.2 Complaints/Privacy Management 52.3 Meetings 52.4 Legal 52.5 Governance 52.6 Elections 52.7 Councillors 52.8 CRJO
<b>PROJECTS</b> Capital Works	Projects	Projects		Projects		

STRATEGIC  
PILLAR

1

COMMUNITY

# A VIBRANT AND ACTIVE QUEANBEYAN-PALERANG

A SAFE, HARMONIOUS AND HEALTHY COMMUNITY  
LEADING FULFILLED LIVES

ABOUT THE SERVICES IN STRATEGIC PILLAR 1, COMMUNITY

Culture

We operate The Q theatre to present travelling and local live theatre and musical performances to audiences of over 35,000 each year. Together with the newly refurbished Bicentennial Hall, we cater for a mix of conferences, school presentations and concerts, community theatre and other functions.

Community

Three major community events, Christmas parties and carols and more than three civic events each year are delivered by our events team. In addition, the team supports the staging of more than 30 events across the region. Our community centres host more than 1,800 community meetings annually.

Education

Our Libraries provide 82,000 resources to loan through our three centres and the mobile Library which travels across the LGA to provide library services to those who cannot easily access libraries. Overall, we cater to more than 19,000 library patrons

Recreation

An indoor aquatic centre and four outdoor swimming pools and a large indoor sports centre cater for 95,000 patrons annually including swimming and sports programs and competitions for all ages

OVERVIEW SP1: COMMUNITY

SERVICE BUDGET SUMMARY	RATES FUNDING REQUIRED 2020-21 \$,000
Culture	3,514
Community	2,014
Education	2,935
Recreation	1,522
Strategic Pillar total:	9,986



COMMUNITY STRATEGIC PLAN KEY GOAL	COMMUNITY OUTCOME
1.1 We build on and strengthen our community cultural life and heritage	The community has a diverse and active cultural environment and takes pride in its rich heritage
1.2 We are an inclusive region with access to opportunities and community support services by those who need them most	The community is welcoming and inclusive and residents feel they are connected and belong
1.3 We are a safe community	The community feels safer and more secure
1.4 We are a learning community	The community has access to a socially inclusive and welcoming library and museum service to allow for the ongoing expansion of our knowledge capacity
1.5 We have an active and healthy lifestyle	Health and quality of life are improved through access to a range of recreation and leisure opportunities

# STRATEGIC PILLAR 1 COMMUNITY

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER *	Rates funding required 2020-21 \$,000
1. Culture  Achieves key goal: 1.1	Develops the cultural capacity of the community through the availability and participation in the arts, performance, community and cultural gathering, events and exhibitions	1.1 Cultural Development 1.2 Performance 1.3 Community Gathering 1.4 Events 1.5 Museums 1.6 Sister City	SMRC SMRC SMRC SMRC SMCE SMRC	265 674 519 1,953 102 -
Net cost of Service				3,514
2. Community  Achieves key goals: 1.2 and 1.3	Develops a sense of community through advocacy, support and provision of programs and services for children, youth, indigenous and people with disability, as well as undertaking social planning, community arts and cultural activities. It also establishes a level of trust and service satisfaction with the community through multi-channelled, targeted and well-placed community engagement.	2.1 Children 2.2 Youth 2.3 Aged 2.4 Indigenous 2.5 People with disability 2.6 Community Development 2.7 Engagement 2.8 Community Arts 2.9 Customer	SMCE SMCE SMCE SMCE SMCE SMCE SMCC SMCE SMCC	204 418 0 - - 410 39 - 944
Net cost of Service				2,014

Note: Where a program has no budget assigned, the budget has been rolled up into another program. For example: the budget for sportsfields (Program 4.3) has been included in the Parks/Playgrounds/Sportsfields program (Program 23.1). Where the budget shows as '0', the income and expenditure for the program are equal.

\*details on the responsible officer can be found in the Glossary of Terms

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER	Rates funding required 2020-21 \$,000
<b>3. Education</b>  Achieves key goal: 1.4	Develops the knowledge and capacity of the community through the availability and participation in library services and educates the community on by-laws and responsible animal management	3.1 Library 3.2 Knowledge 3.3 By-Laws 3.4 Animals	SMCE SMCE SMCE SMCC	2,483 - 14 438
Net cost of Service				2,935
<b>4. Recreation</b>  Achieves key goal: 1.5	Supports the active recreational, sporting and health pursuits of the community through the provision of facilities and recreational programs and events	4.1 Indoor sports 4.2 Aquatic 4.3 Sportsfields 4.4 Activity Program	SMRC SMRC SMUL SMRC	313 1,210 - -
Net cost of Service				1,522

# STRATEGIC PILLAR 1 COMMUNITY

## PERFORMANCE MEASURES - STRATEGIC PILLAR 1

Service	Output No.	INDICATORS		
		Scope	Performance	Target
1. Culture	1.2.1 Live Performance Program	48 shows per annum 35,500 patrons per annum	Income return vs expenditure Growth in total attendance p.a	55% recovery
	1.3.1 Community Centres	Average annual bookings for community centres p.a.: Karabar 279, Letchworth 322, Jerrabomberra 1109, Riverside 162, Library 163	Income return vs expenditure Number of unique hirers p.a.	>15% At least 100 p.a.
	1.4.1 Economic and Community Events	Three economic and community events , plus Christmas events, developed and implemented	Community satisfaction with events increasing	>75%.
2. Community	2.2.1 Youth Centre	4,200 Youth Centre participants per annum	Attendance levels at the Youth Centre increasing	400 per month
	2.4.3 Reconciliation Plan	Four programs developed and implemented per annum	Ongoing implementation of initiatives identified in the Reconciliation Plan	At least 4 initiatives p.a.
	2.7.1 Community Engagement	Approx 55 community consultations undertaken per annum 2,300 registered users on Council's online engagement hub	Increase in subscriptions to Council's online engagement hub	20% per annum
	2.9.1 Integrated Customer Service	9,000 customer requests lodged per annum 100,000 phone calls answered by call centre per annum 3,800 live chats completed 1,200 Snap Send Solve requests lodged	% unresolved triaged service requests Call abandonment rate	<20% <10%
3. Education	3.1.1 Collection Management	19,400 active library members 82,400 of resources available for borrowing 5,512 of hours of service per annum	Satisfaction with Library service increasing Circulations – growth in loans including e-resources per year Mobile Library usage Registered library members >50% of population	>5% p.a. >5% p.a. 4 days per week 30,000
	3.4.1 Companion Animal Management	650 animals rehomed per annum 15,400 registered animals in QPRC	Annual inspection of properties containing dangerous/menacing dogs in the Local Government Area Dog attacks responded to within 48 hours	100% >90%



Service	Output No.	INDICATORS		
		Scope	Performance	Target
Recreation	4.1.1 Indoor Sports Centre Operation	26,000 patrons per annum	Income return vs expenditure return Patronage increasing	>55% 10%
	4.3.1 Sports Field Maintenance	Preparation of 32 sportsfields for sports clubs users in season (weekly)	Sportsfields maintained to user satisfaction	>90%



STRATEGIC  
PILLAR

2

CHOICE

# A PROSPEROUS QUEANBEYAN-PALERANG

A DIVERSE, RESILIENT AND SMART ECONOMY THAT  
CREATES CHOICE AND JOB OPPORTUNITIES

ABOUT THE SERVICES IN STRATEGIC PILLAR 2, CHOICE

**Business**

Council cooperates with State Government to support easy-to-do business initiatives and responds to local business concerns through Biz connect groups. We continue to implement actions from the Regional Economic Development Strategy, Tourism Plan and progress the Queanbeyan CBD Transformation Strategy and the Smart Cities and Digital Economy Strategy. We promote our region through the Live, Visit and Invest in QPRC websites and the QPRC Visitors Guide to increase regional tourism.

**Health**

We test nine of our LGA's swimming pools and river systems every month and inspect every food premise across the LGA annually.

OVERVIEW SP2: CHOICE

SERVICE BUDGET SUMMARY	RATES FUNDING REQUIRED
	2020-21 \$,000
Business	1,495
Health	172
Strategic Pillar total:	1,667



COMMUNITY STRATEGIC PLAN KEY GOAL	COMMUNITY OUTCOME
2.1 We will continue the ongoing revitalisation of the Queanbeyan CBD, suburban centres and rural villages	The city and village CBDs are dynamic and thriving places which attract economic activity
2.2 We will promote Queanbeyan-Palerang as a tourism destination of choice	The region has a thriving tourism sector built upon the economic and environmental advantages the region provides
2.3 Our local businesses are well run and environmentally sound ensuring quality services and high level risk management	The region's businesses underpin good economic performance with a sound public risk management approach

## STRATEGIC PILLAR 2 CHOICE

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER *	Rates funding required 2020-21 \$,000
11. Business  Achieves key goals: 2.1 and 2.2	Develops and supports business generation initiatives, CBD place management, tourism programs and events to build economic and employment capability and capacity within the LGA	11.1 Economic 11.2 Tourism 11.4 Conference 11.5 Place Management 11.6 Development Liaison 11.7 Certification 11.8 Saleyards 11.9 Caravan Parks 11.10 Grants	SMBI SMBI SMRC SMBI SMBI SMD SMBI SMBI SMBI	811 361 - 332 - - -3 -6 -
Net cost of Service				1,495
12. Health  Achieves key goal: 2.3	Manages public and environmental health risk of businesses through the determination of applications and monitoring compliance	12.1 Food/Premises 12.2 Cemetery	SMNLH SMNLH	- 172
Net cost of Service				172

**Note:** Where a program has no budget assigned, the budget has been rolled up into another program. For example: the budget for sportsfields (Program 4.3) has been included in the Parks/Playgrounds/Sportsfields program (Program 23.1). Where the budget shows as '0', the income and expenditure for the program are equal.

\*details on the responsible officer can be found in the Glossary of Terms

## PERFORMANCE MEASURES - STRATEGIC PILLAR 2

Service	Output No.	INDICATORS		
		Scope	Performance	Target
11. Business	11.1.1 Economic Development	Implementation actions arising from the Economic Development Strategy (37 actions)	Key actions identified for implementation on an annual basis	4 actions p.a.
	11.1.8 CBD Transformation Strategy	Implementation of CBD Transformation Strategy initiatives and actions (66 actions) Provision of public access WiFi (scope unavailable until system activated)	Ongoing implementation of actions identified within the CBD Transformation Strategy	At least 4 actions p.a.
	11.2.2 Tourism Planning	Average of 539,746 visitors to the region p.a. consisting of: - 318,608 day visitors - 221,141 overnight visitors	Visitor numbers show increasing trend p.a.	>2% increase p.a.
12 Health	12.1.4 Surface water monitoring	108 tests of recreational water areas across LGA	Regular testing of sites across the LGA	9 sites tested monthly
	12.1.6: Food Safety	194 food premises within LGA	Undertaking inspections required by the Food Authority partnership agreement.	100% of food premises inspected annually

STRATEGIC  
PILLAR

3

CHARACTER

# A SUSTAINABLE QUEANBEYAN-PALERANG

A CLEAN, GREEN COMMUNITY THAT CHERISHES ITS NATURAL  
AND PHYSICAL CHARACTER

ABOUT THE SERVICES IN STRATEGIC PILLAR 3,  
CHARACTER

- Development**  
Council supports the sustainable growth of the LGA through processing significant numbers of development applications, 10.7 planning certificates and drainage diagrams within statutory timeframes every year.
- Urban Landscapes**  
Across the LGA each year we plant an average of 1,200 trees and manage 242 ha of parkland and 77 playgrounds. We also keep our town centres clean with a program of regular street sweeping and cleaning and maintenance of public conveniences.
- Natural Landscapes**  
Our 140 bushland reserves are protected by our native species conservation programs. In addition, our biosecurity weed control and education programs protect our 450km of roadsides and over 5,000 rural properties across the LGA.
- Sustainability**  
We deliver four environmental education programs each year and aim to increase community awareness in relation to our water, waste and sewer services.
- Land-Use Planning**  
Council uses contemporary planning instruments to review and update the long-term best use of our natural and built environments.

OVERVIEW SP3: CHARACTER

SERVICE BUDGET SUMMARY	RATES FUNDING REQUIRED 2020-21 \$,000
Development	3,664
Urban Landscapes	9,911
Natural Landscapes	3,2473
Sustainability	295
Land-Use Planning	1,751
Strategic Pillar total	18,869



COMMUNITY STRATEGIC PLAN KEY GOAL	COMMUNITY OUTCOME
3.1 We consider the environmental impacts of future development	The region has quality development which supports the sustainable growth
3.2 Our region's urban landscapes are well managed and maintained promoting community pride	The region's public places are clean and attractive
3.3 Our natural landscapes and water resources are sustainably managed	The land, vegetation and waterways of the region are managed in an integrated manner
3.4 We actively promote and implement sound resource conservation and good environmental practice	The community applies good environmental practice in their activities
3.5 We ensure the future planning for the region is well coordinated and provides for its sustainable management	The planning for the future of the region provides for and enhances the sustainable management of our natural and built landscapes

# STRATEGIC PILLAR 3 CHARACTER

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER *	Rates funding required 2020-21 \$,000
<b>21. Development</b>  <b>Achieves key goals: 3.1 and 3.5</b>	Supports sustainable growth of the LGA through assessment, determination of development, subdivision and buildings and manages risk through monitoring their compliance	21.1 Development Assessment 21.2 Subdivision Assessment 21.3 Subdivision Certification 21.4 Development Contributions 21.5 Development Control 21.6 New Release	SMD SMD SMD SMLUP SMD SMD	294 - 0 - 3,370 -
<b>Net cost of Service</b>				3,664
<b>23. Urban Landscapes</b>  <b>Achieves key goal: 3.2</b>	Shapes and maintains urban parks, reserves, sportsfields, playgrounds, CBD, village centres and community lands as sustainable and attractive spaces. It also provides wayfinding signage for the LGA	23.1 Parks/Playgrounds/Sportsfields 23.2 CBD 23.3 Signage 23.5 Public Amenities 23.6 Community Land	SMUL SMUL SMUL SMUL SMUL	8,274 - - 315 1,323
<b>Net cost of Service</b>				9,911
<b>24. Natural Landscapes</b>  <b>Achieves key goal: 3.3</b>	Sustains the natural qualities of topography, vegetation and waterways to support the environmental and economic functioning of bio-connections and landscapes and to minimise risks posed by natural hazards	24.1 Biodiversity 24.2 Catchment 24.3 Biosecurity 24.4 Environmental Health	SMNLH SMNLH SMNLH SMNLH	230 - 1,453 1,564
<b>Net cost of Service</b>				3,247

Note: Where a program has no budget assigned, the budget has been rolled up into another program. For example: the budget for sportsfields (Program 4.3) has been included in the Parks/Playgrounds/Sportsfields program (Program 23.1). Where the budget shows as '0', the income and expenditure for the program are equal.

\*details on the responsible officer can be found in the Glossary of Terms

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER	Rates funding required 2020-21 \$,000
<b>25. Sustainability</b>  Achieves key goal: 3.4	Increases awareness to change environmental behaviours	25.1 Education 25.2 Climate 25.3 Monitoring and Reporting 25.4 Sustainability Projects	SMNLH SMNLH SMNLH SMNLH	199 - 97 -
Net cost of Service				295
<b>26. Land-Use Planning</b>  Achieves key goal: 3.5	Designs natural and built landscapes to incentivise population, agricultural and business growth through sustainably and equitably sited residential, rural and employment lands with appropriate infrastructure and environmental offsets.	26.1 Land-Use Planning 26.2 Community Land 26.3 Profiling 26.4 Spatial/LIS/Naming 26.5 Heritage 26.6 Certificates 26.7 Native Title	SMLUP SMLUP SMLUP SMLUP SMLUP SMLUP SMLUP	1,169 - 532 - 49 - -
Net cost of Service				1,751



## STRATEGIC PILLAR 3 CHARACTER

### MAJOR PROJECTS - STRATEGIC PILLAR 3

DESCRIPTION	ESTIMATED EXPENDITURE 2020-21 \$,000	IMPLEMENTATION/ENGAGEMENT 2020-21	RESPONSIBLE OFFICER
BWD - Recreation Ground - Stage 2	250		SMUL
BGD - Bungendore Sports Hub - Stage 1	2,242		SMUL
QBN - Showground Pavilion and storage	700		SMUL
QBN - Moore Park improvements **	250	Subject to grant funding 	SMUL
QPR - Memorial Park studies	1,000		SMUL
QPR - Regional Sports Complex - Stage 1	19,000		SMUL

Note: Only capital projects valued at +\$250k are shown in this table and will be reported on \* Denotes that project is reliant on grant funding to proceed

#### Project stage

#### Community engagement



Detail Plan

- 1 Aquatic Centre (50m, 25m and Hydrotherapy + Diving)
- 2 Basketball Stadium (4No. Courts) + Gym
- 3 Creche and Administration Centre
- 4 Main Sports Pavilion
- 5 Minor Sports Pavilion
- 6 Overflow Parking
- 7 Jerrabomberra Creek Rehabilitation
- 8 Future Sewerage Pumping Station
- 9 Existing Heritage Building - adaptive re-use and outdoor plaza
- 10 Outdoor Plaza
- 11 Viewing Area / Plaza

	PROPERTY BOUNDARY
	NEW TREES
	ROAD
	CARPARK
	PLAZA
	SYNTHETIC TURF
	NATURAL TURF
	BUILDING
	HOCKEY PITCH
	PEDESTRIAN CROSSING
	CREEK / STORMWATER CHANNEL
	INDICATIVE STAGE 1 SCOPE



The concept design of the Regional Sports Complex in South Jerrabomberra. Council will commence construction on stage 1 in 2020-21. Stage 1 will include four football pitches (two grass and two synthetic), two first grade hockey pitches, three natural grass warm-up pitches, clubrooms and amenities, car parking and lighting.

STRATEGIC  
PILLAR 3 CHARACTER

Bungendore Sports Hub Concept Design

Site Layout

The Masterplan guides the development of the site into a key local sporting hub. The hub addresses an identified shortage and future demand of recreational facilities in the region. The design provides an opportunity to develop a sporting precinct, catering for a range of activities and community recreation. Furthermore, the design allows for new walking and cycle connections.

The Masterplan's key features are:

- Centralised movement spine linking the buildings, viewing areas and sporting facilities
- Internalised pedestrian paths and drop-off zones for increased safety and vehicle separation
- Connected road and path network that integrates the hub into the broader precinct
- Consideration and optimisation of the site layout
- Integrated grass viewing mounds directly adjacent playing fields

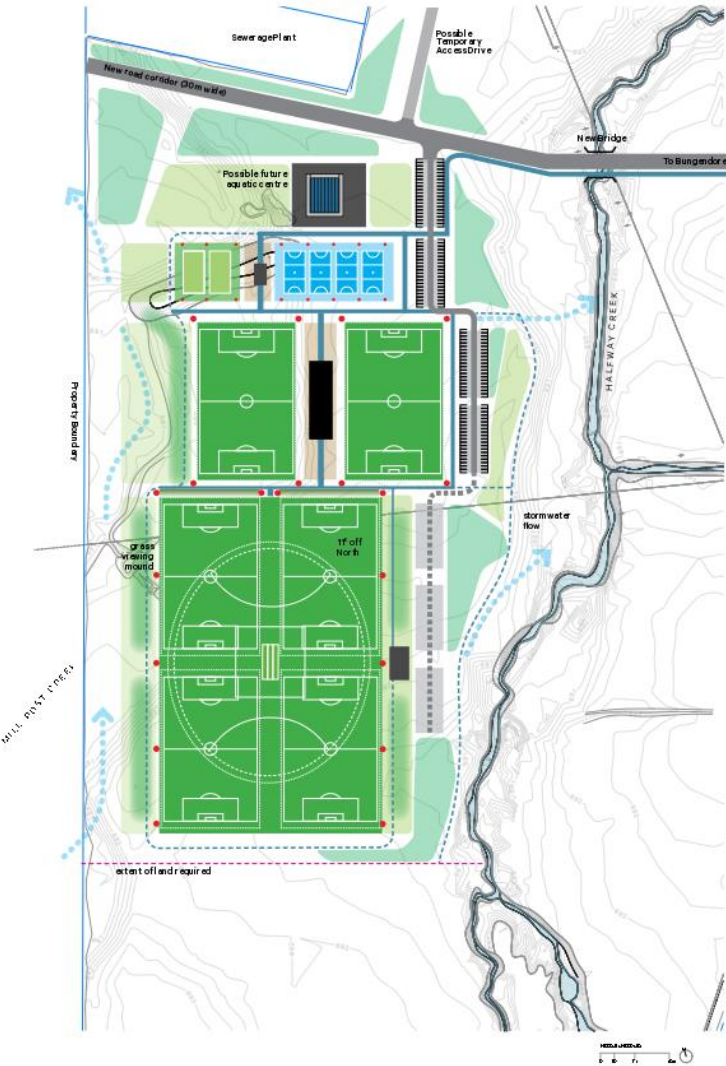
The hub will consist of 6 multi-sport fields, 4 hard courts, 2 lawn courts, 1 oval and a possible aquatic centre. These playing facilities are required to meet guidelines in relation to the orientation and gradients of each field, pitch or court. Due to the relatively flat topography over the length of the site and existing flood zone, a gradual grass viewing mound provides protection and enhanced viewing along the western boundary.

The design considers connectivity throughout the site via the internal roads, paths and car parks. The design maintains compliant connectivity throughout the site for pedestrians by achieving DDA requirements.

Legend

—	Road
—	Pedestrian path
---	Pedestrian trail
■	Hard courts
■	Lawn courts
■	Natural turf
■	Turf embankment
■	Building
■	Sealed carpark
■	overflow/ unsealed carpark
●	Sports Lights
■	Grass viewing mound
■	Open recreational lawn
■	Buffer tree planting
■	Stormwater flows
—	Bridge
■	Viewing areas
—	Creek

Location







Tree planting as part of National Tree Day 2019.

## STRATEGIC PILLAR 3 CHARACTER

### PERFORMANCE MEASURES - STRATEGIC PILLAR 3

Service	Output No.	INDICATORS		
		Scope	Performance	Target
21. Development	22.1.1 Development Applications	450 development applications and 119 modifications of development applications per annum 600 10.7 certificates per annum 200 drainage diagrams per annum	Dwelling development applications processed within statutory timeframe DAs lodged and assessed online via e-portal	>90% 70%
23. Urban Landscapes	23.1.1 Parks and Reserves (including Showgrounds)	242ha of open space and parklands maintained (mowing, linemarking, weeding, rubbish collection etc) Inspect and maintain 77 playgrounds	Maintenance of grounds and facilities in accord with adopted standards in the Asset Management Plan	Level 1 Parks mown weekly Level 2 Parks mown fortnightly Level 3 (other urban parks) mown every three weeks (max 17x p.a.) Rural spaces mown as required Showgrounds mown fortnightly
	23.2.1 CBD Street Cleaning	Regular street cleaning program for Queanbeyan and rural village town centres (Queanbeyan CBD – daily, Bungendore/Braidwood – weekly) (12kms of street cleaned p.a.)	Urban street cleaning program delivered to agreed standard	Footpaths swept daily – Queanbeyan CBD footpaths swept weekly - Bungendore/ Braidwood town centres
	23.5.1 Public Conveniences	Management, operation, cleaning and maintenance of 27 Council-operated public conveniences across the LGA	Public conveniences maintained to agreed standard	CBD and town centre toilets cleaned daily Other urban and rural toilets cleaned weekly
24. Natural Landscapes	24.1.1 Native species conservation works	140 bushland reserves	No net loss in native vegetation condition on council land.	>90% of activities scheduled for Council natural area land completed.

Service	Output No.	INDICATORS		
		Scope	Performance	Target
24. Natural Landscapes	24.3.1 Biosecurity weed control on council land	Inspect and spray more than 100km of road sides	Weeds on council land posing a biosecurity risk are properly managed.	>90% biosecurity weeds on Council land are properly managed annually.
	24.3.2 Biosecurity weed education, inspection and enforcement	>1,000 properties inspected per annum	Inspect every property 4 yearly; priority protection sites 2 yearly & weed sites yearly; high risk pathways 1-3 times per year according to risk.	>90% of inspections completed as scheduled
	24.4.1 Environmental Protection and Compliance	Approx. 100 pollution complaints per annum	Pollution complaints investigated (prioritised according to risk)	100% investigated
25. Sustainability	25.1.1 Environmental Education	70 environmental education campaigns per annum	Community events run by Council with sustainability initiatives promoted	Four events per year
26. Land-Use Planning	26.1.1 Planning Instruments (Local Environmental Plan (LEP)/ Development Control Plan (DCP))	Review and update of principal environmental planning instruments and DCPs to ensure compliance with all legislative and Council requirements	Reviews are undertaken on a five-yearly cycle	100% of principal local environmental plans are reviewed during the five-year period
	26.1.3 Planning Strategies and Policies	Review and update: <ul style="list-style-type: none"> <li>Local Strategic Planning Statement</li> <li>Rural Lands Study</li> <li>Residential Strategy</li> <li>Industrial Land Strategy</li> </ul>	Reviews are undertaken and completed on a seven-yearly cycle	100% completed on time
	26.1.5 Regional Planning	Reviews undertaken in accordance with the required timeframes in the South East and Tablelands Implementation Plan	Reviews undertaken on two-yearly cycle or as per the SEandT Implementation Plan	100% completed on time
	26.2.1 Plans of Management (PoM)	10 Plans of Management	Compliance with all legislative and Council requirements for Plans of Management	One community land Plan of Management reviewed annually.
	26.4.2 Geographic Information System (GIS) – data layer management	250 GIS layers provided, including utilities and assets, strategic planning, environmental factors, aerial imagery and more.	GIS database updated as required	100% accurate each entry
	26.5.1 Queanbeyan-Palerang's Heritage	\$150,000 of heritage grants administered across the LGA	Heritage grants and awards provided annually	100% applications processed and dispersed annually



STRATEGIC  
PILLAR

4

CONNECTION

# A CONNECTED QUEANBEYAN-PALERANG

A WELL CONNECTED COMMUNITY WITH GOOD  
INFRASTRUCTURE ENHANCING QUALITY OF LIFE

ABOUT THE SERVICES IN STRATEGIC PILLAR 4, CONNECTION

**Transport**

There are more than 1,750km of roads in our LGA, with 752km of that network currently unsealed. Our transport network is supported by 140 bridges, 394km of kerb and gutter and 176km of footpaths. Our road network enables the movement of our residents, workers, visitors, freight and public transport. These are maintained by Council over a 15-year cycle and an annual cycle respectively. In addition, over time, Council has a program to replace all timber bridges and culverts.

**Water**

Council actively manages our water supply, ensuring water quality and maintaining nearly 400km of water mains across the LGA.

**Sewer**

We monitor and manage the safe and effective treatment of sewerage through our five sewage treatment plants and the 412km network of sewer mains.

**Waste**

Over 40,000 waste and recycling bins are provided to our domestic customers. Whilst we effectively manage waste we also strive to create community awareness in minimising waste.

**Facilities**

Council owns 86 buildings that we maintain through a five-year building maintenance program

**Logistics**

Contemporary design, procurement and project management processes allow us to award and manage 20 contracts for capital projects each year and to administer a complex asset database management system.

OVERVIEW SP4: CONNECTION

SERVICE BUDGET SUMMARY	RATES FUNDING REQUIRED 2020-21 \$,000
Transport	22,255
Water	-1,464
Sewer	-4,056
Waste	-3,233
Facilities	1,057
Logistics	-3,858
Strategic Pillar total	10,700

COMMUNITY STRATEGIC PLAN KEY GOAL	COMMUNITY OUTCOME
4.1 Our transport infrastructure and networks are well planned and maintained	The region's transport network and infrastructure allows for the safe systems approach which allows for the safe ease of movement throughout Queanbeyan-Palerang.
4.2 We plan for and provide access to potable water supplies for communities across our region	The region's potable water supply systems meet national standards and are managed to adequately meet community demand
4.3 We plan for and provide for the management of sewage, stormwater and recycled water within the communities of our region	The region's sewage treatment, stormwater and recycled water systems meet national standards to support public and environmental health in our region
4.4 We actively promote and implement sound resource conservation and good environmental practice for our waste management systems	The region increases waste minimisation and greater recycling levels of our waste
4.5 We plan for and provide regional facilities which promote better social connection and access for the community	Social connection within our region is provided for via access to a range of community facilities across the region
4.6 We undertake planning to ensure infrastructure is prepared for future growth	Changing community demand is met by well planned for and placed infrastructure



STRATEGIC  
PILLAR

# 4 CONNECTION

Design of the new Queanbeyan  
Sewage Treatment Plant will continue  
in 2020-21.

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER	Rates funding required 2020-21 \$,000
31. Transport  Achieves key goals: 4.1, 4.5 and 4.6	Support the safe and equitable movement of commuters, visitors and freight into and through the Local Government Area through safe road user behaviour, contemporary maintained and renewed roads, bridge and paths infrastructure, cycleways and public transport facilities	31.1 Roads	SMTF	18,878
		31.2 Bridges	SMTF	871
		31.3 Paths/Cycleways	SMTF	1,007
		31.4 Traffic/Safety	SMTF	1,220
		31.5 Parking	SMTF	261
		31.6 Public Transport	SMTF	17
		31.7 Cross Border/Smart City	SMTF	-
		Net cost of Service		
32. Water  Achieves key goals: 4.1, 4.2 and 4.6	Support public health and growth through integrated water cycle management and the safe and equitable delivery of potable water supply to residents and businesses in the LGA	32.1 Water Operations	SMU	-5,811
		32.2 Water Infrastructure	SMU	2,658
		32.3 Stormwater/Recycling	SMU	1,689
Net cost of Service				-1,464
33. Sewer  Achieves key goals: 4.3 and 4.6	Support public health and environmental health through integrated water cycle management and the safe and equitable treatment of sewage and stormwater, the delivery of recycled water supply to residents and businesses in the LGA, and improved quality flows into the regional environment	33.1 Sewer Operations	SMU	-11,135
		33.2 Sewer Infrastructure	SMU	7,709
Note: Where a program has no budget assigned, the budget has been rolled up into another program. For example: the budget for sportsfields (Program 4.3) has been included in the Parks/Playgrounds/Sportsfields program (Program 23.1). Where the budget shows as				-4,056
Net cost of Service				

**Note:** Where a program has no budget assigned, the budget has been rolled up into another program. For example: the budget for sportsfields (Program 4.3) has been included in the Parks/Playgrounds/Sportsfields program (Program 23.1). Where the budget shows as '0', the income and expenditure for the program are equal. Where an infrastructure-related program has a surplus (-5,011) the funds are used for future capital works

\*details on the responsible officer can be found in the Glossary of Terms

STRATEGIC  
PILLAR

4 CONNECTION

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER	2Rates funding required 2020-21 \$,000
<b>34. Waste</b>  Achieves key goal: 4.4	Support public and environmental health and generation of business through changing community and business behaviours, minimisation of waste to landfill and greater utilisation of recycled waste	34.1 Waste Operations 34.2 Waste Infrastructure	SMU SMU	-4,430 1,196
Net cost of Service				-3,223
<b>35. Facilities</b>  Achieves key goal: 4.5	Support the safe and equitable access to facilities and amenities through well-presented, sited, efficient, secure and clean buildings for community, civic and recreational use	35.1 Buildings 35.2 Sustainability 35.3 Security	SMTF SMTF SMTF	431 - 626
Net cost of Service				1,057
<b>36. Logistics</b>  Achieves key goals: 4.1 and 4.6	Provides asset management and logistics for the organisation through well planned, sited and designed infrastructure and support facilities. Utilises contemporary design and actively seek contracts and procure infrastructure projects, delivered through contemporary contract and project management.	36.1 Projects/contracts 36.2 Asset Planning 36.3 Emergency 36.4 Plant/Fleet 36.5 RMS Contract 36.6 Projects 36.7 Private Works	SMCP AS SMCP SMU SMCP SMCP SMCP	-3,360 260 264 293 -1,583 283 -16
Net cost of Service				-3,858



## MAJOR PROJECTS - STRATEGIC PILLAR 4

DESCRIPTION	EXPENDITURE 2020-21 \$,000	IMPLEMENTATION/ENGAGEMENT 2020-21	RESPONSIBLE OFFICER
BWD - Car park Wallace St	820		SMCP -
BWD - office smart hub/cultural space **	3,090		SMTF
BWD - Araluen Road - Braidwood - Drought Relief	300	Pending grant funding	SMTF
BWD - Cooma Rd/Krawaree Rd	324		SMTF
BWD - Nerriga Rd Section 4-Reconstruct widen & seal-Durran Durra	6,900		SMTF
BWD - Nerriga Rd Section 3 - Construct & Seal - Ningenimble Project	3,950		SMTF
BWD - Nerriga Rd Section 18 - Construct Intersection with MR51	950		SMTF
BWD - Cooma Road RRRP 19/20 Jinglemoney Rd to O'Briens	714		SMTF
BWD - Mayfield Road - Reedy Creek Bridge Replacement	1,334		SMTF
BWD - Majors Creek RFS Station replacement	400		SMCP
BWD - Blackspot - Araluen rd - Corridor Safety Treatment **	670		SMTF
BGD - Rehab Tarago Road Between Mt Fairy and Goulburn	1,000		SMTF
BGD - Gidleigh Lane - Gidleigh Bridge Replacement	546		SMTF
BGD - Bungendore Landfill Reinstatement	1,500		SMU
BGD - South Bungendore Drainage - Ellendon to Molonglo St	250		SMU
BGD - Sewage Treatment Plant Recycled Water System	2,500		SMU

Note: Only capital projects valued at +\$250k are shown in this table and will be reported on \* Denotes that project is reliant on grant funding to proceed



STRATEGIC  
PILLAR

4 CONNECTION

DESCRIPTION	EXPENDITURE 2020-21 \$,000	IMPLEMENTATION/ENGAGEMENT 2020-21	RESPONSIBLE OFFICER
BGD - Flood Risk Management Implementation	765		SMCP
BGD - Water treatment plant upgrade	1,100		SMU
BGD - car park off Ellendon St	1,140		SMCP
BGD - Bungendore Flood Plain Works	700		SMCP
BGD - Roundabout on Malbon St	2,274		SMCP
BGD - Mulloon RFS Station - Design and Construction	700		SMCP
CFL - Captains Flat Road Reconstruction	5,000	Pending Government funding	SMTF
QBN - Efficient street lighting upgrades	4,168		SMCP
QBN - SRV - Bitumen Resealing - CityCARE	459		SMTF
QBN - SRV - Pavement Rehabilitation - CityCARE	282		SMTF
QBN - Route N1-N3 Stage 1 - (2020-23)	368		SMCP
QBN - The Q Performing Arts - Fire System	690		SMTF
QBN - Aquatic Centre HVAC/ Boiler replacement	350		SMTF
QBN - Network - Water	350		SMU
QBN - Googong Water Recycling Plant	350		SMU

Note: Only capital projects valued at +\$250k are shown in this table and will be reported on \* Denotes that project is reliant on grant funding to proceed

Project stage

Community engagement



Concept Development



Planning Approval



Delivery/Construction



Inform



Consult



Involve

DESCRIPTION	EXPENDITURE 2020-21 \$,000	IMPLEMENTATION/COMMUNITY 2020-21	RESPONSIBLE OFFICER
QBN - Sewer Mains Rehabilitation	2,500		SMU
QBN - Stormwater Improvement Program	1,000		SMU
QBN - Mains	750		SMU
QBN - Water Connection Jerra Business Park	3,565		SMCP
QBN - Sewer Connection Jerra Business Park	3,565		SMCP
QBN - Sewage Treatment Plant Upgrade	4,000		SMCP
QBN - Civic and Cultural Precinct	42,924		SMCP
QBN - Monaro St Refurb Stage 1	10,000		SMCP
QBN - South Jerrabomberra Northern Entry Road	20,500		SMCP
QPR - Local Roads Renewal - Capital	2,625		SMTF
QPR - Road to Recovery	1,528		SMTF
QPR - Local Roads Rehabilitation	600		SMTF
QPR - Old landfills	1,500		SMU
QPR - Fleet Purchases	1,000		SMU
QPR - Plant Purchases	2,000		SMU
QPR - Fleet Sales	400		SMU
QPR - Plant Sales	700		SMU

# STRATEGIC PILLAR 4 CONNECTION

## PERFORMANCE MEASURES - STRATEGIC PILLAR 4

Service	Output No.	INDICATORS		
		Scope	Performance	Target
31. Transport	31.1.1 Sealed Roads	701.23km of sealed roads	Resealing sealed roads < 15 year cycle	>80%
	31.1.2 Unsealed Roads	752.2km of unsealed roads	Annual target for grading roads	749.6km
	31.1.6 Street Sweeping	1000km urban streets swept p.a.	Annual street sweeper program developed and implemented - % kms swept vs kms proposed in annual program	1000km of urban streets swept p.a
	31.2.1 Bridges and Culverts	79 bridges (53 concrete, 26 timber) 65 culverts	Quantity of timber bridges reduced each Council term % of bridges/culverts inspected annually	4 per term 30% p.a.
	31.3.1 Footpaths	209.18km footpaths	% of extreme footpath defects fixed < 7 days	>90%
32. Water	32.1.1: Water Treatment	4,100ML of drinking water provided per annum	Compliance with Australian Drinking Water Guidelines standards and adopted Water Quality Management Plan	>99%
	32.1.5: Water Meter Reading	22,000 water meters read per quarter	Water revenue accounts issued on time	100%
	32.2.1: Water Mains	393km of water mains	Service requests per 1000 customers p.a. Failures per km mains p.a. Mains breaks responded < 2 hours	<15 < 1 >75%



Service	Output No.	INDICATORS		
		Scope	Performance	Target
33. Sewer	33.1.1: Sewage Treatment Plant	3,130ML of effluent treated and discharged per annum	Effluent meets environmental authorisation license limits	>90%
	33.1.2: Other Sewage Treatment Plants	Four sewage treatment plants (excluding Queanbeyan) Amount of treated effluent discharged per annum: <ul style="list-style-type: none"> <li>Googong - 170ML</li> <li>Captains Flat - 30ML</li> <li>Braidwood - 105ML</li> <li>Bungendore - 165ML</li> </ul>	Effluent meets environmental authorisation license limits. Performance report published as per required timeframe annually	>90%  100%
	33.2.2: Sewer Collection Network	412km of sewer mains	Sewer chokes responded < 2 hours Network failure per km main p.a.	> 75% < 1
34. Waste	34.1.1 Domestic Waste Collection Service	19,664 waste bins provided to domestic customers	Number of missed service complaints p.a.	<= 12 per 1000 services p.a.
	34.1.3 Recycling Collection Service	20,193 recycling bins provided to domestic customers	Number of missed service complaints p.a.	<= 12 per 1000 services p.a.
35. Facilities	35.1.1 Building Maintenance	86 Council buildings	Compliance with Council's five-year building maintenance program	>90%
36. Assets and Logistics	36.1.3 Contract Management	20 contracts awarded per annum Contracts managed and register maintained (in accordance with Council's Policy and procurement/ tender frameworks)	Delivery in accordance with capex program. Variations and delays to contract. Procurement in accord with policy and tender legislation	> 90% < 5% 100%
	36.2.1 Asset Database Management	Manage the EAM data registers Ensure asset capitalisation is undertaken \$1.7B asset value Seven asset management plans	Infrastructure Asset Registers are up to date and data validated Assets renewed, created or rehabilitated as part of a capital works project	Undertake data audit - 1 asset class per year All Capex projects correctly capitalised for FY 1 asset class revalued p.a



## ABOUT THE SERVICES IN STRATEGIC PILLAR 5, CAPABILITY

### People

Council employs more than 484 full time equivalent staff including trainees. Our training and development programs ensure that our staff are appropriately licensed and skilled and our management programs provide retention and succession planning for critical roles. Despite increasing competition from Canberra organisations, Council is committed to minimising annual turnover in staff.

### Technology

Technology supports our work and allows us to focus on improving our services. Staff are provided with hardware, systems and applications they require to produce sound results. As a Council we are committed to improving productivity and customer responsiveness through technology.

### Financial

Our financial management and accounting structures help us make sound decisions and plan for the future. These include quarterly budget reviews, Revenue Policy (including rating structure), fees and charges and the management and acquittal of government grants.

### Quality

Council undergoes an annual external health, safety, environment and quality (HSEQ) audit and implements suggested improvements to our processes. We also review our processes continually to improve the way we do things and in particular to reduce red tape in dealing with our customers.

### Risk

We manage risk by identifying and monitoring vulnerabilities and by maintaining business continuity plans for critical processes.

### Property

Council manages a current property register of 18 leases and 25 licenses

### Strategy

In consultation with our community, we develop a range of strategies and plans to provide a focus for the future. We consult with and inform our community through the traditional media, community newsletters and through social media including our website, intranet, Facebook and Twitter.

### Executive

The Executive role provides the formal management of Council including agendas and minutes of Council meetings, management of Code of Conduct, Councillor induction and training and formal policies relating to councillors and the operations of Council. These policies and procedures are regularly updated and reported on.

## OVERVIEW SP5: CAPABILITY

SERVICE BUDGET SUMMARY	RATES FUNDING REQUIRED 2020-21 \$,000
People	546
Technology	952
Financial	-42,315
Quality	-
Risk	1,736
Property	-
Strategy	1,119
Executive	-3,069
Strategic Pillar total	-41,030

COMMUNITY STRATEGIC PLAN KEY GOAL	COMMUNITY OUTCOME
5.1 Our Council is highly professional in delivering services to the community	Council has a highly trained and professional workforce which achieves excellence in its activities
5.2 Our Council is efficient and innovative and actively seeking partnerships to deliver outcomes to the community	The community is serviced by an efficient, effective and innovative Council that provides value for money
5.3 Our Council has in place systems to provide quality services to its customers	Council has in place systems to provide for smart and authoritative self-service
5.4 Our Council's financial systems are reliable, efficient and effective	Council has in place reliable financial management systems which provide for authoritative and prompt decision making
5.5 Our Council has in place appropriate risk management frameworks	Council operates within a risk minimisation framework to provide for organisational efficiencies
5.6 Our Council's property portfolio is managed efficiently and effectively to maximise returns to the community	Council strategically manages its property portfolio
5.7 We have a well informed and engaged community	Council communicates and engages effectively and efficiently with its stakeholders
5.8 Our Council's activities work to achieve the Community's Vision and aspirations	Council actively works with the community to help it achieve its long term aspirations as set out in the Community Strategic Plan

## STRATEGIC PILLAR 5 CAPABILITY

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER *	Rates funding required 2020-21 \$,000
<b>41. People</b>  Achieves key goal: 5.1	Provides for the recruitment, retention and remuneration of a safe and harmonious workforce placed in the right position at the right time through contemporary industrial and wellbeing practice, driven by business excellence frameworks. Efficient triage of customer service through courtesy and education of residents and business	41.1 Human Resource Management 41.2 Capability and Development 41.3 Payroll 41.4 Work, Health and Safety 41.5 Change Management	SMWC SMWC SMWC SMWC SMWC	2 506 0 39 -
Net cost of Service				546
<b>42. Technology</b>  Achieves key goals: 5.2 and 5.3	Develop and support a reliable and secure digital communications platform designed to provide smart and authoritative self-service and mobile services to staff, residents and businesses in the LGA	42.1 Network 42.2 Systems 42.3 Applications 42.5 Digital Workforce 42.7 Records 42.9 GIS	SMDI SMDI SMDI SMDI SMDI SMDI	-20 18 61 - 894 0
Net cost of Service				952
<b>43. Financial</b>  Achieves key goal: 5.4	Develops and supports a reliable financial management, accounting and reporting environment aligned to service and project frameworks to enable authoritative and prompt decisions to be made by the organisation	43.1 Financial Accounting 43.2 Revenue 43.3 Financial Reporting 43.4 Procurement/Store 43.6 Budget	SMF SMF SMF SMF SMF	-3,990 -39,120 742 53 0
Net cost of Service				-2,798

**Note:** Where a program has no budget assigned, the budget has been rolled up into another program. For example: the budget for sportsfields (Program 4.3) has been included in the Parks/Playgrounds/Sportsfields program (Program 23.1). Where the budget shows as '0', the income and expenditure for the program are equal.

\*details on the responsible officer can be found in the Glossary of Terms

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER	Rates funding required 2020-21 \$,000
<b>44. Quality</b>  <b>Achieves key goals: 5.2 and 5.3</b>	Develops and supports contemporary quality frameworks designed to streamline and improve systems and processes, reduce red tape and promote innovation in work practices	44.1 Quality Assurance 44.2 Systems Analysis 44.3 Business Performance 44.5 Red Tape Reduction	SMWC SMWC SMWC SMWC	- - - -
<b>Net cost of Service</b>				Note: The budget for this service has been allocated to the People service. See opposite page.
<b>45. Risk</b>  <b>Achieves key goal: 5.5</b>	Positively mitigate jurisdictional and organisational risk through the management of risk appetite, risk controls and collaborative work practices	45.1 Risk 45.2 Insurances 45.3 Audit 45.4 Business Continuity	SMLR SMLR SMLR SMLR	15 1,542 180 0
<b>Net cost of Service</b>				1,736
<b>46. Property</b>  <b>Achieves key goal: 5.6</b>	Administer property conveyancing and strategically invest and generate appropriate returns on divestment or development of Council's property portfolio	46.1 Property Management	SMLR	-
<b>Net cost of Service</b>				Note: Net cost of Service for the Property service is distributed as per the Cost Attribution Policy.

STRATEGIC  
PILLAR

# 5

CAPABILITY

SERVICE	WHAT THIS SERVICE DOES - Service Objective	PROGRAMS PROVIDED WITHIN THE SERVICE (The Programs include Operational Projects)	RESPONSIBLE OFFICER	Rates funding required 2020-21 \$,000
<b>51. Strategy</b>  Achieves key goals: 5.7 and 5.8	Undertakes Council's corporate planning requirements within the context of the Integrated Planning and Reporting Framework including the development and management of Council's Resourcing Strategy and meeting the communications and community engagement requirements as required by the framework	51.1 Integrated Planning and Reporting 51.2 Strategic Performance 51.6 Communications	SMCC SMCC SMCC	128 - 991
Net cost of Service				1,119
<b>52. Executive</b>  Achieves key goal: 5.8	Supports the efficient and legal governance of the executive office and elected members through reliable and transparent decision-making and information frameworks	52.1 Public information 52.2 Complaints/Privacy Management 52.3 Meetings 52.4 Legal 52.5 Governance 52.6 Elections 52.7 Councillors 52.8 CRJO	SMLR SMG SMG SMLR SMG SMG SMG SMG	- 0 20 316 -3,405 - - -
Net cost of Service				-3,069





Council will progress plans for the refurbishment of the Braidwood office to include a smart hub and cultural space, subject to grant contribution.



## STRATEGIC PILLAR 5 CAPABILITY

### PERFORMANCE MEASURES - STRATEGIC PILLAR 5

Service	Output No.	INDICATORS		
		Scope	Performance	Target
41. People	41.1.1 Human Resource Management	468 FTE (including 14 trainees) 11% annual turnover rate 120 recruitments per annum 30 workers compensation claims per annum	Turnaround of recruitment requests in 10 working days Unresolved IR matters referred to IRC Performance appraisals completed annually	>90% <2% >90%
	41.2.1 Organisational Development Strategy (ODS)	Implementation of Organisational Development Plan Actions Achieve relevant Local Government Excellence Program indicators	Increased number of followers in LinkedIn Attendance at JO networking groups Respond to network requests for advice and benchmarking data L4 and above complete a formal annual appraisal Succession Planning Program in place for critical roles	10% p.a. 70% of scheduled meetings 100% 100% 100%
	41.2.2 Learning and Organisational Development	\$436,000 spent annually on staff training and professional development 43 staff attending leadership training programs 1,500 staff attending skill training programs Monthly Leadership forums for Service Managers and Portfolio General Managers Monthly Program Coordinator Forum	Participation rate of learning and development programs WHS training is conducted to ensure all staff have current licenses and tickets at all times Compliance training is conducted to reduce industrial relations risk Minimal variance in actual training spend per FTE in comparison with LG Excellence Program indicator Number of voluntary on-line programs completed	>80% 100% 100% 10% variance 25% of headcount
	41.3.1 Salary System	Up to 580 staff paid fortnightly p.a.	Payroll accuracy rate All benefits and entitlements through application and interpretation of award/legislation are updated and maintained	98% >90%
	41.4.4 Random Testing Program	Minimum 100 random tests p.a.	20% of workforce tested p.a.	20% of workforce tested p.a.



Service	Output No.	INDICATORS		
		Scope	Performance	Target
42. Technology	42.1.1 Network	200 mobile phones 100 tablets 80 devices	Network availability to users	> 99%
	42.1.4 Telecoms	Operation of 450 phones and VOIP systems	Availability to users p.a.	>99%
	42.2.1 Systems	20 enterprise software modules	ERP integration failures	< 1%
	42.3.1 Applications	35 applications - TechOne etc	Availability to users p.a.	>99%
43. Financial	43.1.1 Management Accounting	Fees and Charges developed annually 50 grant acquittals	Quarterly budget revisions reported within required statutory timeframes. Grants are acquitted within required timeframes.	100% 100%
	43.2.1 Revenue Accounting	Revenue Policy developed annually 28,000 rates notices issued 22,000 quarterly water billing notices issued 1,560 section 603 certificates.	Rates, annual charges, interest and extra charges outstanding percentage is under local government benchmark. Rates and water billing notices issued in accordance with statutory requirements. Revenue Policy developed within required statutory timeframes.	<10% 100% 100%

STRATEGIC  
PILLAR

# 5

CAPABILITY

Service	Output No.	INDICATORS		
		Scope	Performance	Target
44. Quality	44.1.1 Quality Systems	Implement actions as per HSEQ audit	Quality Framework delivered within timeframes	100%
	44.5.1 Red Tape Reduction	Review 700 processes per year 50 staff trained in Promapp per year	Business Improvement Program results in productivity and efficiency gains delivered within scope	2% p.a
45. Risk	45.1.1 Risk Management	Risk Strategy and Appetite published with Resourcing Strategy 13 strategic risks 61 organisational risks	Audit of one risk system (annually in conjunction with Statewide Mutual) Premium rebate as % of value from Statewide following audit	1 p.a 5%
	45.1.2 Risk Register	Risk Register maintained and published	Risk Register updated regularly	Update twice p.a.
	45.2.1 Review of Council insurances	Four insurance policies	Insurances reviewed, valued and renewed by due date	100%
	45.4.1 Business Continuity	Maintain Business Continuity Plans for critical business processes. Review of whole of organisation crisis response. Monitor risk (pandemic) sub plans	Business Continuity Plan updated following annual test Annual Test and Review completed Conducted annually.	100% 100% 100%
46. Property	46.1.1 Property Management	18 leases 25 Licenses	Leases and licenses register kept up to date	100%



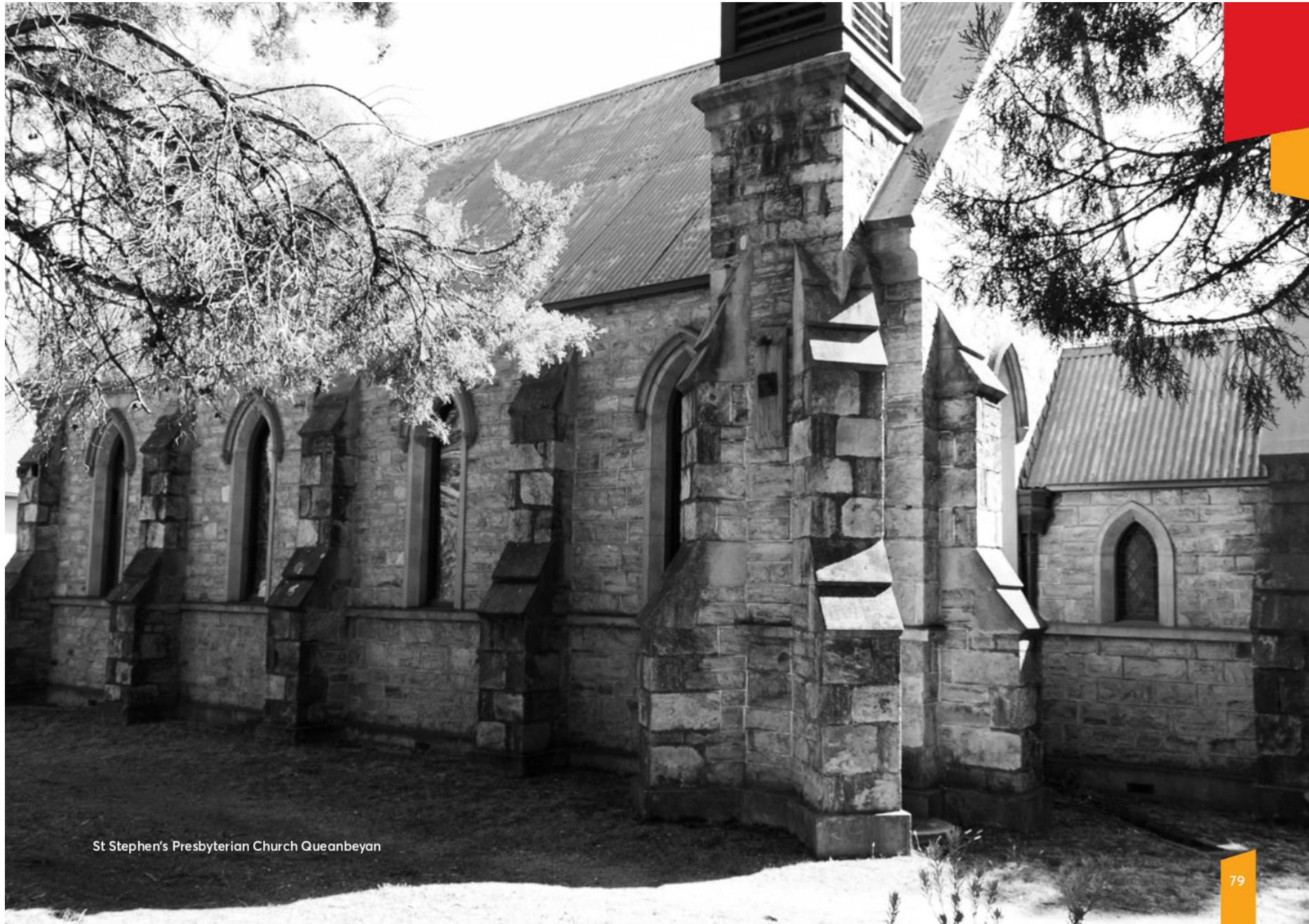
Service	Output No.	INDICATORS		
		Scope	Performance	Target
51. Strategy	51.1.1 Integrated Plans (CSP, DP, OP) and Resourcing Strategy	Community Strategic Plan, Delivery Program, Operational Plan and Resourcing Strategy developed and published on website	Plans prepared and reviewed within required statutory timeframes and engagement strategy	100%
	51.1.4 Community Survey	Community Satisfaction and Wellbeing Survey conducted biennially 600 residents surveyed biennially	Satisfaction with Council is improving	>75%
	51.6.1 Media Liaison	Approx 150 media enquiries p.a. Approx 100 media releases and journalist briefings p.a	Media enquiries responded to by requested deadline.	98%
	51.6.2 External Communications	Six editions of Community Newsletter (31,000 copies per edition) 50 editions of weekly e-newsletter 1,890 subscriptions to weekly e-newsletter	Increase in subscriptions to weekly e-newsletter	10% increase p.a.
	51.6.3 Social Media	11,000 Facebook likes 2,500 Twitter followers	Growth in corporate social media accounts	20% per annum
	51.6.6 Internal Communications	Production of fortnightly internal staff e-newsletter and monthly newsletter Production of weekly Councillors' Catch Up Newsletter	Increase in staff satisfaction with internal communications	Annual internal communications survey
	51.6.8 Website and Intranet	42,000 hits per month	Increase in number of unique hits on website Increase in usage of online services	10% p.a. 10% p.a.

STRATEGIC  
PILLAR

**5**

CAPABILITY

Service	Output No.	INDICATORS		
		Scope	Performance	Target
52. Executive	52.1.1 Government Information Public Access (GIPA) Management	30 formal GIPA applications p.a. (NOTE: Scope and number can vary considerably from year to year)	Applications processed within statutory timeframe of 20 working days Eligible entries placed into the disclosure log on Council's website Completion of Annual GIPA Report	100% 100% 100%
	52.1.2 Public Interest Disclosures (PIDs)	PIDs managed within parameters of Council's Public Interest Disclosures Policy Estimated two PIDs p.a.	Complaints processed within prescribed timeframe Six monthly report completed within required timeframe	100%
	52.2.4 Code of Conduct	Code reviewed annually Estimated five Code of Conduct complaints p.a.	Code of Conduct complaints managed and processed in line with Council's Code of Conduct and Code of Conduct Guidelines Code of Conduct complaints reported as required by Office of Local Government Annual report produced within required timeframe	100% 100% 100%
	52.3.1 Agendas/Minutes	Minimum 10 Council meetings per year Resolution actions reported quarterly	Agendas publicly available Friday prior to Council meeting Resolutions actioned before next meeting	100% > 90%
	52.4.3 Delegations	Delegations Register maintained	Delegations Register kept up to date	100%
	52.5.4 Policy	10 policies reviewed p.a.	Policy register kept up to date and published on website.	100%
	52.7.2 Councillor Induction and Training	Annual training program developed for each councillor	Training program developed and delivered for each councillor	100%
	52.7.3 Disclosure of Interests	80 designated persons complete annual review and reporting of disclosures	Designated persons required to complete returns and register reported to Council within statutory timeframe	100%
	52.8.2 Other Regional Participation	CRJO meetings (6 p.a) GMAC Committee (10 p.a)	Delivery of annual cross border work plan	>80%



St Stephen's Presbyterian Church Queanbeyan



## 15.

# GLOSSARY OF TERMS

### Abbreviations - responsible officer

In a number of sections of this document, we identify the Service Manager responsible for implementing the program, service or project. Service Manager titles have been abbreviated in the document and are shown in full below:

Abbreviation	Position title
AS	Asset Specialist
SMBI	Service Manager, Business and Innovation
SMCE	Service Manager, Community Education
SMCP	Service Manager, Contracts and Projects
SMCC	Service Manager, Customer and Communications
SMD	Service Manager, Development
SMDI	Service Manager, Digital
SMF	Service Manager, Finance (Chief Financial Officer)
SMG	Service Manager, Governance
SMLUP	Service Manager, Land-Use Planning
SMLR	Service Manager, Legal and Risk
SMNLH	Service Manager, Natural Landscapes and Health
SMRC	Service Manager, Recreation and Culture
SMTF	Service Manager, Transport and Facilities
SMU	Service Manager, Utilities
SMUL	Service Manager, Urban Landscapes
SMWC	Service Manager, Workplace and Culture

### Annual Report

The Annual Report is one of the key points of accountability between a council and its community within the Integrated Planning and Reporting Framework. It primarily focuses on a council's implementation of its Delivery Program and Operational Plan reporting to the community on the achievement of the activities outlined in these two documents over the previous financial year. The Annual Report also includes some information that is prescribed by the

Local Government (General) Regulation 2005. This information has been included in the Regulation because the Government believes that it is important for community members to know about it – to help their understanding of how the council has been performing both as a business entity and a community leader. This additional information covers a wide range of areas from elected member allowances and travel and training, code of conduct complaints, government information public access applications, legal costs etc.

### Capital Projects

Councils produce a capital works schedule as part of their Delivery Program and Operational Plan. This schedule outlines the capital projects a council will be undertaking over the period of its Delivery Program and Operational Plan. Capital projects have a defined commencement and completion date and result in the production of a new asset (eg. new road, swimming pool, community centre, playground etc). A capital project is different to an operational project which although having a start and completion date does not result in a physical asset (eg. implementation of a new software system).

### Community Engagement Strategy

Council's must prepare and implement a Community Engagement Strategy based on social justice principles for engagement with the local community in developing and reviewing their Community Strategic Plan. As a minimum, the Community Engagement Strategy must identify relevant stakeholder groups within the community and outline methods of engaging each group.

The IPandR Guidelines stress that "...it is important that sufficient time is allowed for community engagement ...[and]...it is also important to understand the difference between community consultation and community engagement." (Integrated Planning and Reporting Manual, March 2013 p.37) Best practice community engagement as prescribed by the International Association of Public Participation (IAP2) identifies five stages for engagement as being:

- Inform
- Consult



- Involve
- Collaborate
- Empower

The Integrated Planning and Reporting Manual recommends that councils should at the very least strive to achieve the 'involve' level of engagement and if at all possible look at implementing 'collaborate' methods in developing their new Community Strategic Plans.

### Community Satisfaction Survey

The Community Satisfaction Survey is a statistically valid random telephone survey undertaken from a representative sample from across the Queanbeyan-Palerang Community every two years.

### Community Strategic Plan

The Community Strategic Plan is a high-level aspirational plan within the Integrated Planning and Reporting Framework which outlines a community's main priorities and aspirations for the future and identifies the strategies for achieving these. It is also required to set out a community's long-term 'Vision' for their region. Therefore, the Community Strategic Plan is 'the community's plan' and owned by the community. Councils have a custodial role in initiating, preparing and maintaining the Community Strategic Plan on behalf of the residents of a local government area. Councils are not wholly responsible for a Community Strategic Plan's implementation. Other partners, such as State and Federal government, community groups and individual residents also have roles in delivering the long-term community outcomes identified in this plan.

### Delivery Program

The Delivery Program is the point where the Council responds to the Community Strategic Plan objectives that are within its area of responsibility. Therefore, if the Community Strategic Plan is seen as the 'community's aspirational document', the Delivery Program is the Council's 'political response' to what the residents' desire to see happen within their community. The Delivery

Program is designed as a fixed-term four year plan to align with the council electoral cycle. Each new council is responsible for preparing a new Delivery Program, in response to the community aspirations outlined in the Community Strategic Plan.

### End of Term Report

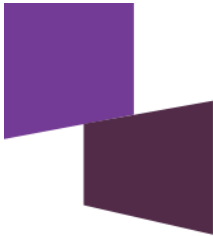
The End of Term Report is designed to report on the progress by all stakeholders in achieving the community's vision, goals and outcomes as set out in the Queanbeyan-Palerang Community Strategic Plan. This Report is produced at the end of a Council's four-year term. Queanbeyan-Palerang's first End of Term Report will be produced in 2020 and only cover a three-year period.

### Goals

Goals generally give focus to stakeholders by highlighting a direction to work towards and providing measurable milestones. Goals are vital for formulating successful strategies and plans and identifying aims

### IPandR Framework

The Integrated Planning and Reporting framework is a set of guidelines that outline Council's statutory requirements to ensure a more sustainable and transparent Local Government sector. The Framework is designed to improve local government's community, financial and asset planning and it includes long, medium and short term plans that set the direction for Council's service delivery based on the community's vision and priorities. In accordance with the Local Government Act, all local councils are required to develop a set of strategies, plans and reports that are developed and endorsed by the Council. The peak planning document within the IPandR Framework is the Community Strategic Plan. This plan is a community focused document which sets out the community's vision along with its long term aspirations. The Council must take the Community Strategic Plan into consideration as it develops its response to where the community wishes to head.



### Key Strategies

A key strategy is a plan, method or series of actions the community has identified for achieving a specific goal or outcome.

### Net cost of service

The net cost of service is determined by comparing the income and expenditure of each service.

### Operational Plan

The Operational Plan is a sub-plan of the Delivery Program. Whilst the Delivery Program focuses on the strategies Council will implement in response to the community's aspirations identified within the Community Strategic Plan. The Operational Plan sets out the specific activities the Council will be undertaking within a particular financial year. The Plan also sets out the budgets that will fund these activities.

### Operational Projects

An Operational Project which although having a start and completion date like a Capital Project does not result in the creation of a physical asset like a building or a road. Operational Projects deal with the implementation of non-physical assets (eg. implementation of a new software system). Therefore within QPRC Operational Projects form part of Council's Program budgeting as opposed to its Capital Works Project budgets.

### Outcomes

An outcome defines what the successful achievement of a goal should look like. It is what the community would like to see as the result of implementing plans and strategies.

### Quadruple Bottom Line

The Queanbeyan-Palerang Community Strategic Plan addresses four key elements that include social, economic, environmental and civil leadership. This is known as the quadruple bottom line and aims to ensure that strategies and plans are drawn up using a broad and balanced view towards issues within a

local government area. Within this Community Strategic Plan the quadruple bottom line is grouped into four Strategic Pillars consisting of Community, Choice, Character and Capability. After undertaking community engagement it became clear that the community had identified the need for an additional Strategic Pillar based around the issue of 'Connection'. This deals with the importance of access via the transport network as well as access to services and facilities.

### Resourcing Strategy

The Local Government Act requires that councils must have a long term Resourcing Strategy in place to provide for the resources required to implement the strategies established by the Community Strategic Plan. The strategy, must at the very least, include provision for financial planning, workforce management planning and asset management planning. This is in recognition that if the community's long term aspirations are to be achieved as outlined in the Community Strategic Plan, then it is important to ensure that sufficient resources – time, money, assets and people are available to translate strategic objectives into actions.

Queanbeyan-Palerang's Resourcing Strategy goes beyond the basic money, assets, people model. Council recognises there are other critical components within Queanbeyan-Palerang Regional Council (QPRC) which need to be taken into consideration for its Resourcing Strategy. These are:

- Strategic Workforce Management Strategy
- Asset Management Strategy
- Long Term Financial Plan
- ICT Strategy
- Risk Management Strategy

QPRC in recognition that it is a newly created council arising from the merging of Queanbeyan City and Palerang councils sees issues relating to systems integration and the development and implementation of a unified risk management framework are critical resourcing issues that need to be addressed alongside the three traditional components of a resourcing strategy.

Service Statements

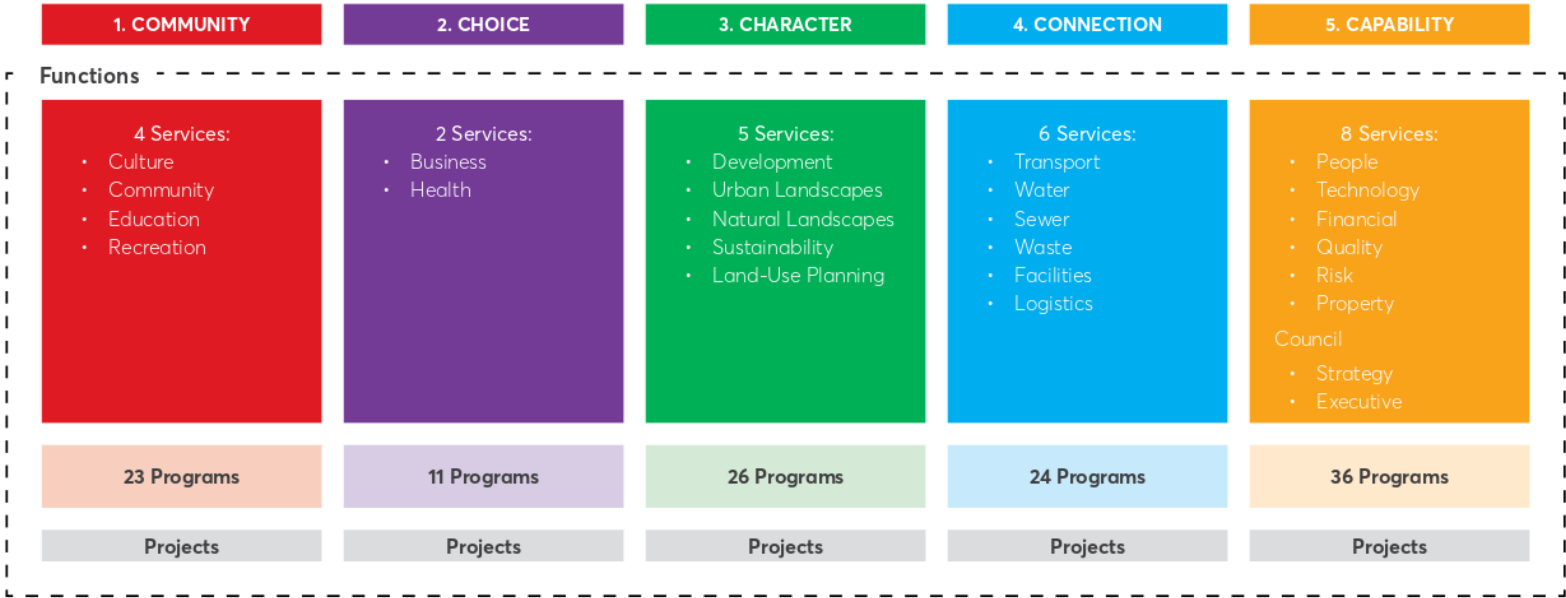
Councils deliver a wide range of services to meet the needs and wants of their communities. These services can consist of:

- Internal Services such as corporate and strategic planning, HR, finance etc., and
- External Services such as water and sewage, waste collection, childcare services, road and footpath maintenance, libraries, parks and sportsfields and development application processing.

In Queanbeyan-Palerang Regional Council's case, the council delivers 25 services which consist of 120 Programs. These services are outlined in a series of Service Statements.

A Service Statement provides a concise outline of a Service by setting out:

1. What the Service does
2. How it relates to the Strategic Outcomes identified within the Community Strategic Plan and links to various State Plans
3. What the legislative basis of the Service is – is it required by law and what is the policy framework it operates under
4. Who are the internal and external partners who can assist in the service's delivery
5. What are the Programs (sub-services) which make up the service
6. How is the provision of the Service funded (rates/grants/user charges etc)





### Significant Functions

Councils deliver functions to turn a community's aspirations as defined in the Community Strategic Plan into reality. Functions consists of the Services, and Programs (sub-services) and Projects which a Council delivers to its community. Queanbeyan-Palerang Regional Council provides 25 Services to the community which are made up of 120 Programs (sub-services) which include operational projects. The services as arranged according to the five Strategic Pillars which are based around the quadruple bottom-line plus the additional pillar of Connection. The diagram on the previous page shows how these Functions are structured within QPRC.

### Social Justice Principles

The Social Justice Principles ensure social considerations such as equity, access, participation and rights are taken into account when engaging the community. Social Justice Principles are based on eliminating inequity and promoting inclusiveness of diversity. The Social Justice Principles consist of Access, Equity, Participation and Rights. The diagram below sets out what each of these principles are and what they mean to the Queanbeyan-Palerang Community Strategic Plan.



Stakeholder

An individual, business or organisation that is impacted by or has an impact on Queanbeyan-Palerang and the Community Strategic Plan.

Strategic Direction

A Strategic Direction provides a summary of where the community wants to head in the long term.

Strategic Pillar

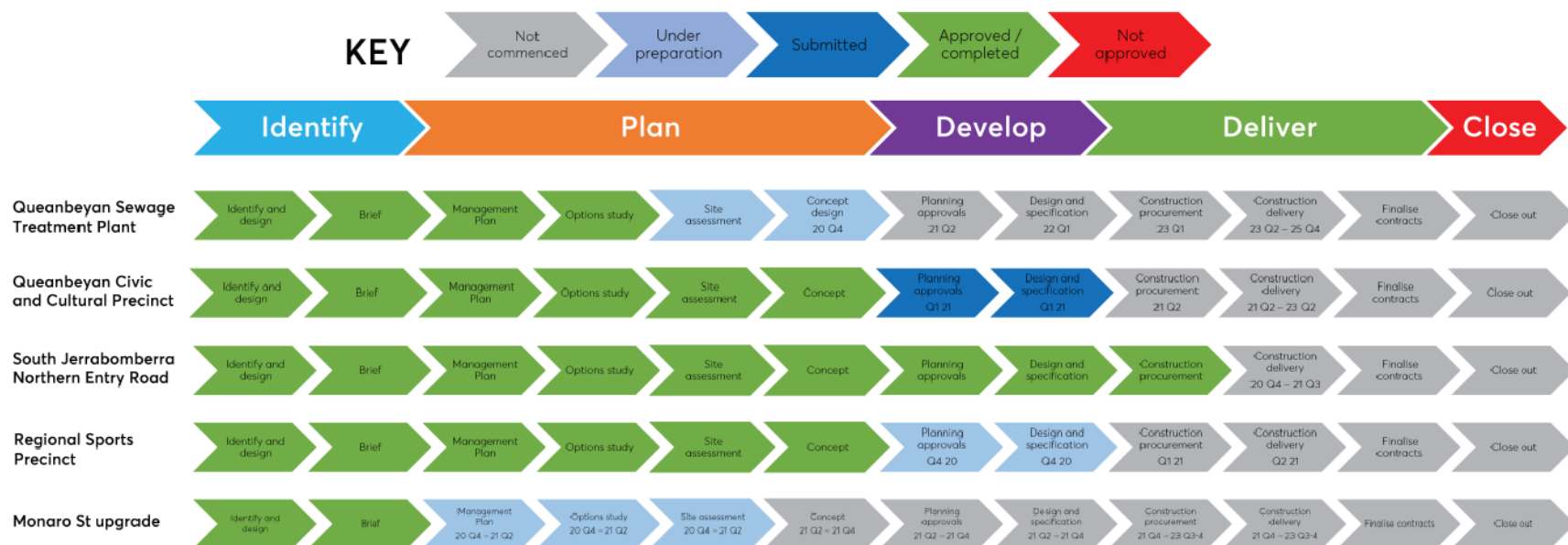
Queanbeyan-Palerang's Community Strategic Plan is structured around five Strategic Pillars of Community, Choice, Character, Connection and Capability as set out below. This allows the Community Strategic Plan to be structured around the IPandR quadruple bottom line requirements as well as addresses the community's wish to have key infrastructure issues addressed which relate to 'connection' in respect of roads and access to services.

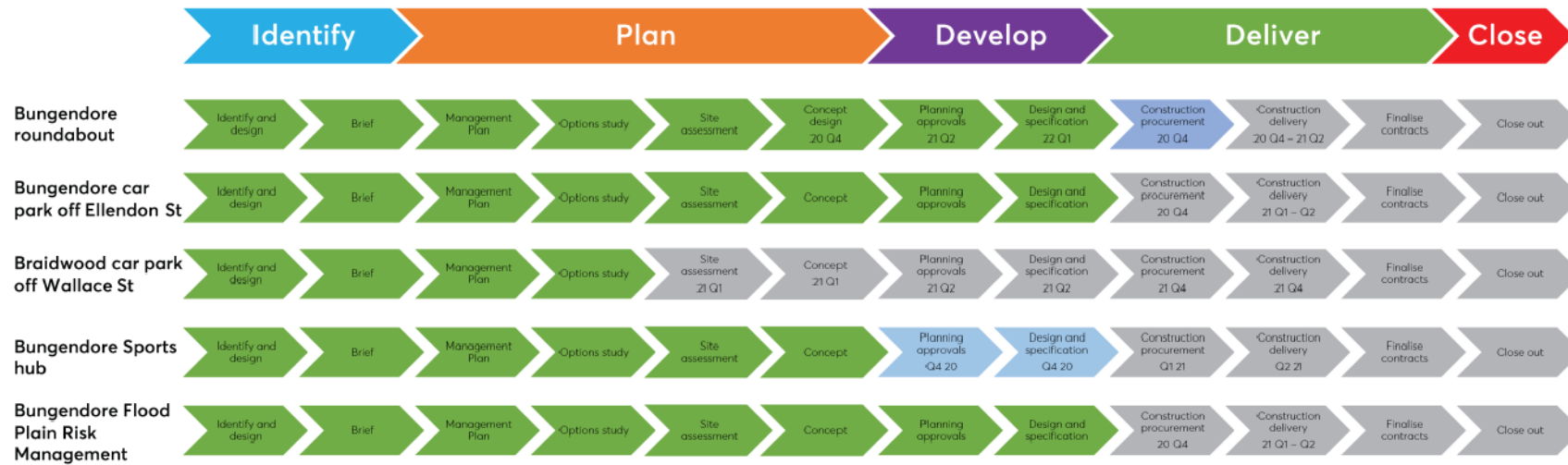


16.

## APPENDIX 1: MAJOR PROJECT SCHEDULE

Our full capital works schedule is shown at section 13 of the Operational Plan, with projects valued at more than \$250,000 highlighted in the separate Strategic Pillar sections of the Operational Plan. In this appendix, we identify the top 10 projects Council is progressing in 2020-21 and highlight the different stages that the project much go through prior to being finalised. This schematic is used in our regular reporting to Executive and Council via our Project Management Framework.







17.

## APPENDIX 2: ROAD RESEALS, REHABILITATION AND RESHEETING 2020-21

Road Name	Section		Suburb	Length (m)	Width (m)	Treatment	Cost
	From	To					
Local roads reseal and rehabilitation program							
Atholbar Way	Hillbar Rse	Highbar St	Wilgabar Wy	213	7.8-8	Reseal 7mm	\$10,093
Bendora Avenue	Crest Rd/Elliott St/Tbc322	Stuart St	Letchworth	470	6.8-7	Reseal 7mm	\$19,524
Bluestone Gardens	Bluestone Gdns (Tbc)	Bluestone Gdns (Tbc)	Jerrabomberra	422	5.5-6.5	Reseal 7mm	\$14,886
Bombay Road	Mr270 (Captains Flat Road)	Reservoir Lane	Braidwood	2,537	5.2-5.6	Reseal 7mm	\$82,190.20
Briars Sharrow Road	Captains Flat Road (MR270)	Plains Road	Hoskinstown	846	5.5-6.5	Reseal 7mm	\$29,994
Bungendore Road	Summerhill Road	Doust Road	Bywong	1,225	7-8	Reseal 7mm	\$55,621
Clydesdale Road	Captains Flat Rd	Clydesdale Rd (TBC)	Carwoola	1,573	6.4-7	Reseal 7mm	\$64,050
Coronation Avenue	Royds Lane	Garvey Street	Braidwood	309	10.1	Rehabilitation	\$140,440.50
Coronation Avenue	Garvey Street	Services Club	Braidwood	91	22.5	Reseal 7mm	\$12,264
Crawford Street	Killard St	Erin St	Queanbeyan	105	9.2	Reseal 7mm	\$5,795
Donnelly Road	Federal Highway	End	Bywong	448	5.6-8.1	Reseal 7mm	\$15,532
Faunce Street	Australis Pl	Thuralilly St	Dodsworth	614	12.6-13.2	Reseal 7mm	\$47,186
Foster Street	Chapman St	Wycombe St	Dodsworth	239	9.5	Asphalt	\$45,410
Glebe Avenue	Cooma Rd	Cameron Rd	Queanbeyan	422	7.5	Reseal 7mm	\$18,990
Gray Place	Southbar Rd	Queenbar Rd	Karabar	95	8.9	Reseal 7mm	\$5,073
Greenhill Lane	Kings Highway (MR51)	End of seal	Bungendore	49	7	Reseal 7mm	\$2,058
Grevillea Place	Alanbar St	Grevillea Pl (TBC)	Karabar	70	8	Reseal 7mm	\$3,360
Henderson Road	Campbell St	McKeahnne St	Queanbeyan	1,011	9.2-10.5	Reseal 7mm	\$59,256
High Street	Bungendore Rd	Pound St	Dodsworth	478	10.4-12.4	Reseal 7mm	\$31,278
Jamaleopa Road	Kings Highway (MR51)	End of road	Manar	810	5.6-5.7	Reseal 7mm	\$27,424

ROAD NAME	SECTION		SUBURB	LENGTH (M)	WIDTH (M)	TREATMENT	COST
	FROM	TO					
Kendall (North) Avenue	Lorn Rd	Canberra Ave	Letchworth	742	10.2-10.3	Reseal 7mm	\$45,514
Lake George Road	Collector Road	End of seal	Currawang	35	8.6	Reseal 7mm	\$1,806
Larbert Road	Mr51 (Kings Highway)	Durrans Durra Creek Causeway	Larbert	4,500	5.6-7	Reseal 7mm	\$161,400
Lascelles Street	Hassall Circuit	Ryrie Street	Braidwood	98	7.7	Reseal 7mm	\$4,527
Lascelles Street	Wallace Street	Monkittee Street	Braidwood	462	19-24	Reseal 7mm	\$59,892
Little Whiskers Road	Mr270 (Captains Flat Road)	Yilgarn Road	Carwoola	32	6.2	Reseal 7mm	\$1,190
London Bridge Road	Burra Road	End of seal	Burra	997	6	Reseal 7mm	\$35,892
Lundie Street	McCusker Street	End	Bungendore	181	5	Reseal 7mm	\$5,430
Magnolia Close	Tbc417	Magnolia CI (Tbc)	Jerrabomberra	56	3.3	Reseal 7mm	\$1,108
Majors Creek Road	Araluen Road	Hill Street (Majors Creek)	Not Yet Defined	8,238	5-8.2	Reseal 7mm	\$285,136
Merino Vale Drive	Norton Road	End	Wamboin	911	6.1-6.5	Reseal 7mm	\$34,329
Monkittee Street	Wilson Street	End	Braidwood	172	7.3	Reseal 7mm	\$7,533
Morisset Street	Lowe St	Low level bridge	Queanbeyan	966	9-12.9	Rubber seal	\$73,418.80
Morton Street	Campbell St	Lorn Rd	Queanbeyan	1,468	8.5-11	Reseal 7mm	\$89,275
Oallen Road	Nerriga Road - MR92	Concrete causeway at Shoalhaven River	Oallen	5,060	5-6	Reseal 7mm	\$165,523
Old Miners Road	Miners Road	End Of Seal	Captains Flat	396	4.5	Rehabilitation	\$10,692
Paterson Parade	Kendall Ave	Bedford St	Letchworth	122	9.3	Reseal 7mm	\$6,807
Plummers Road	Burra Road	End Of Seal	Burra	65	6	Reseal 7mm	\$2,340
Robertson Road	Fernloff Road	End	Wamboin	876	5.8-7	Reseal 7mm	\$32,702
Royds Lane	Coronation Avenue	Un-Named Lane	Braidwood	62	4.4	Reseal 7mm	\$1,636
Ryrie Street	Coghill Street	Mackellar Street	Braidwood	394	10.3-16.1	Reseal 7mm	\$26,919

ROAD NAME	SECTION		SUBURB	LENGTH (M)	WIDTH (M)	TREATMENT	COST
	FROM	TO					
Sandholes Road	Bombay Road	Locked gate	Braidwood	433	6.1-7.3	Reseal 7mm	\$17,640
Steel Place	Hellmund St	Steel Pl (Tbc)	Letchworth	108	5.4	Reseal 7mm	\$3,499
Taylors Creek Road	Causeway 2 Chainage 10225	Causeway	Queanbeyan	16	5.7	Reseal 7mm	\$547
The Crescent	Surveyor St	Hobbs St	Queanbeyan	139	8.3	Rehabilitation	\$6,922.20
The Crescent	Hobbs St	Early St	Queanbeyan	160	8.3	Reseal 7mm	\$7,968
Victory Street	Coronation Avenue	Wilson Street	Braidwood	227	12.8	Reseal 7mm	\$17,433
Vincent Street	Suraci Pl	Lanyon Dr	Letchworth	139	5.7	Reseal 7mm	\$4,753
Wark Place	Balcombe Street	Wark Pl Cul De Sac	Jerrabomberra	140	6	Reseal 7mm	\$5,040
Waterloo Street	Yass Rd/Tbc357	High St	Dodsworth	477	10.5-10.6	Reseal 7mm	\$30,199
Wilson Street	Wallace Street (Eastern Edge)	Monkittee Street	Braidwood	462	6-19	Reseal 7mm	\$29,652
Total reseal and rehabilitation expenditure							\$1,867,148.70
Regional roads reseal program							
Cooma Road	Kain Cross Road	End of seal	Krawarree	2,084	5.4-6	Heavy patch and reseal	\$290,100
Old Cooma Road	Googong Rd	Fernleigh Dr	Googong	1955	6.2	Heavy patch and reseal	\$303,025
Tarago Road	Old Yarrowlumla / Tallaganda Shire Boundary	Mount Fairy Road	Tarago	2,091	6.3-6.5	Heavy patch and reseal	\$334,787.50
Total regional road reseal expenditure							\$927,912.50
Roads to Recovery program							
Bungendore Road	Macs Reef Road	Summerhill Road	Bywong	1,886	9	Rehabilitate	\$989,869
Oallen Road	Ningee Nimble Creek	Burden Drive	Oallen	996	9	Rehabilitate	\$537,840
Total Roads to Recovery expenditure							\$1,527,709

ROAD NAME	SUBURB	LENGTH (M)	WIDTH (M)	COST	CATEGORY
<b>Gravel resheeting program</b>					
Boro Road	Boro	1000	6	\$34,000	6
Butmaroo Road	Bungendore	1000	6	\$46,000	5
Collector Road	Collector	1000	6	\$43,000	5
Forbes Creek Road	Forbes Creek	1000	6	\$43,000	5
Gidleigh Lane	Bungendore	1000	6.5	\$45,000	4
Hoskinstown Road - Div 1	Hoskinstown	1000	6.5	\$48,000	5
Mount Fairy Road	Mount Fairy	1000	6.5	\$37,000	4
Mulloon Road	Mulloon	1000	6	\$33,000	5
Back Creek Road	Back Creek	1000	6	\$27,000	7
Charleys Forest Road	Wog Wog	1000	6	\$36,000	5
Dawsons Lane	Braidwood	1000	6	\$26,000	9
Endrick River Road	Nerriga	2000	6	\$64,000	7
Jinglemoney Road	Braidwood	1000	6	\$21,000	8
Kain Cross Road	Hereford Hall	1000	6	\$25,000	8
Mayfield Road	Mayfield	1000	6	\$33,000	6
Sandholes Road	Braidwood	1000	6	\$26,000	7
Stewarts Crossing Road	Mayfield	1000	6	\$34,000	7
Captains Flat Road	Krawarree	2000	6	\$46,500	-
Cooma Road	Krawarree	2000	6	\$60,500	5
Total resheeting expenditure					\$728,000

18.

## APPENDIX 3: COUNCIL'S SERVICES AND PROGRAMS - COVID RESPONSE

Essential/continued		Reduced/restricted		Closed/deferred		
<b>Community</b> Engagement Customer/asset triage  <b>Business</b> Caravan parks inspections  <b>Health</b> Food/premises inspections Cemeteries  <b>Urban Landscapes</b> Parks, playgrounds, sportsfields CBD  <b>Transport</b> Public amenities Roads Bridges Paths, cycleways Traffic safety  <b>Water</b> Water operations Water infrastructure Stormwater/recycled water  <b>Sewer</b> Sewer operations Sewer infrastructure  <b>Waste</b> Waste operations Waste infrastructure  <b>Facilities</b> Buildings	<b>Logistics</b> Emergency management Plant/fleet  <b>People</b> Human resources management Payroll WHS  <b>Technology</b> Network Systems IT Applications GIS Records  <b>Financial</b> Accounting Revenue Reporting Procurement/store Budget  <b>Risk</b> Risk Insurances Business continuity  <b>Executive</b> Council meetings Legal Governance Councillors	<b>Education</b> Library Knowledge By laws Animals  <b>Business</b> Certification  <b>Development</b> Development assessment Subdivision assessment Subdivision certification Development contributions New release  <b>Natural Landscapes</b> Vegetation Environmental health  <b>Sustainability</b> Monitoring and reporting  <b>Strategic planning</b> Land-use Planning Planning certificates	<b>Transport</b> Parking  <b>Logistics</b> Design/support RMS contract Projects  <b>Risk</b> Audit  <b>Property</b> Property Management  <b>Strategy</b> Integrated Planning and Reporting  <b>Executive</b> Canberra Region Joint Organisation	<b>Culture</b> Cultural development Performance Community gathering Events Museums Sister City  <b>Community</b> Children Youth Aged Indigenous Disabled Community development Community arts  <b>Recreation</b> Indoor sports Aquatic Sports Activity programs  <b>Business</b> Economic Tourism Events Conference Place management Development liaison Saleyards Grants  <b>Urban Landscapes</b> Signage	<b>Natural Landscapes</b> Community land NRM/biodiversity Catchment  <b>Sustainability</b> Education Climate Sustainability projects  <b>Strategic planning</b> Profiling Spatial/naming Heritage Native title  <b>Transport</b> Public transport Cross border/smart city  <b>Facilities</b> Sustainability Security  <b>Logistics</b> Asset triage/planning Private works  <b>People</b> Capability and development Change management  <b>Technology</b> Digital workplace Digital strategy	<b>Quality</b> Quality assurance Systems analysis Business performance  <b>Strategy</b> Red tape reduction Strategic performance Property Strategy Asset Strategy Workforce Strategy Communications Strategy Financial Strategy  <b>Executive</b> Public/privacy office Code and Complaints Elections

## 19. APPENDIX 4: STRONGER COMMUNITIES FUND PROJECTS

Following the merger of Queanbeyan City and Palerang councils, the NSW Government provided QPRC with access to the \$10m Stronger Communities Fund. Of the \$10m available, \$1m was allocated to community-based projects valued at up to \$50,000 while the remaining \$9m was available for community infrastructure projects, to be delivered by Council. The \$9m fund was allocated in March 2017, with projects to be completed, or expenditure committed by 30 June 2019. The list below shows all projects that received funding under the program.

Project	Funding \$,000	Status
Araluen s.355	15	Complete
Braidwood, Bungendore and Captains Flat pools	400	In progress
Town Centre Improvements - Braidwood	500	Complete
Town Centre Improvements - Bungendore	500	Complete
Rusten House restoration, Queanbeyan	550	In progress
Abbeyfield Aged Accommodation, Bungendore	500	In progress
Dog Park, Googong	125	Complete
Refurbish Karabar netball courts	175	Complete
Wet Play Area, Queanbeyan Aquatic Centre (pictured)	450	Complete
Queanbeyan Showground Grandstand Restoration	350	In progress
Seiffert Oval lights	200	Complete
Braidwood Rec Ground - stage 2	300	Complete
Bungendore Sports Hub - stage 1	1,500	In progress
River Path, including low level footbridge, Queanbeyan	760	Complete
Streetscape improvements, Karabar	46	Complete
Queanbeyan Park playground upgrade	250	Complete
Glebe Park playground	90	Complete
Henderson Rd Recreation Area	125	Complete
Queanbeyan Aquatic Centre upgrades	150	Complete
Seiffert Oval, spectator entrance, security and water station	200	Complete
Captains Flat beautification	100	Complete
Lascelles St, Braidwood	800	In progress
Queens Bridge approach, Yass Rd	200	Complete
Margaret Donoghue Oval lights	200	Complete
Braidwood Servicemen's Club, water storage	45	Complete



20.

## APPENDIX 5: REVIEW OF DELIVERY PROGRAM 2018-21

Council is required to review its Delivery Program every 12 months after it has been adopted. In developing the Operational Plan 2020-21, Council reviewed the Delivery Program and a number of adjustments have been made. The significant adjustments are shown in the table below. Projects with a - next to the dollar figure have been removed, while other projects have been added.

PROJECT	ADOPTED DELIVERY PROGRAM 2018-21 (\$,000)	OPERATIONAL PLAN 2020-21 (\$,000)	COMMENT
BGD - Solar Heating Bungendore Aquatics	0	150	Grants and rates
QBN - Purchase of Kodak scanner	0	18	Reserves
QBN - Moore Park improvements	0	250	Grants
BWD - Braidwood Recreation Ground Drainage channel,	0	150	Reserves
QBN - Orana Park , Crestwood Playground & Shade Sail	0	150	Reserves
QBN - Depot - Fire services compliance works	60	0	Reserves
QBN - Aquatic Centre HVAC/ Boiler replacement	350	0	Reserves
QBN - Westpac/Headspace replace HVAC system	60	0	Reserves
CWL - Stoney Creek Hall Internal Refurb	10	0	Rates
BGD - School of Arts - Refurb Toilet & external redeco	10	0	Rates
BWD - Depot - Security gates and repair to workshop	150	0	Rates
BGD - Flood Risk Management Plan implementation	765	0	Reserves
QBN - Rosa St School Pedestrian - Upgrade	25	0	Reserves
QBN - Blackspot - OCR/Railway Crossing Curve Upgrades	120	0	Reserves
BWD - Blackspot - Araluen rd - Corridor Safety Treatment	670	0	Reserves
QBN - Cooma st/ Glebe Avenue Pedestrian Safety Upgrade	60	0	Rates
QPR - Regional Sports Complex - Stage 1	36,050	19,000	Grants and loans
QPR - Memorial Park Site Studies	5,150	1,000	Loans
QBN - Efficient street lighting upgrades	10	4,168	Loans



PROJECT	ADOPTED DELIVERY PROGRAM 2018-21 (\$,000)	OPERATIONAL PLAN 2020-21 (\$,000)	COMMENT
BWD - Car park Wallace St	0	820	Reserves
BGD - Rehab Tarago Road Between Mt Fairy and Goulburn	0	1,000	Reserves
BWD - Nerriga Rd MR92 Section 3 - Construct & Seal - Ningenimble Project	0	3,950	Reserves
BWD - Nerriga Rd MR92 Section 4-Reconstruct widen & seal-Durran Durra PJ	0	6,900	Reserves
BWD - Nerriga Rd MR92 Section 5 - Recon widen & seal - Euradux Rd to Tates Ln	0	120	Reserves
BWD - Nerriga Rd - MR92 Section 18 - Construct Intersection with MR51	0	950	Reserves
BWD - Cooma Rd MR270 RRRP 19/20 Jinglemoney Rd to O'Briens	0	714	Operating and capital grants
CFL - Captains Flat Road Reconstruction \$10M	0	5,000	Capital grants
BGD - Gidleigh Lane - Gidleigh Bridge Replacement	0	546	Operating and capital grants
BWD - Mayfield Road - Reedy Creek Bridge Replacement	0	1,334	Operating and capital grants
QBN - Sewage Treatment Plant Upgrade	72,000	4,000	Grants and reserves
QBN Civic & Cultural Precinct	43,260	42,924	Loans
BGD - car park off Ellendon St	0	1,440	Reserves
QBN - Monaro ST Refurb Stage 1	0	10,000	Grants
BGD - Bungendore Flood Plain Works	0	700	Grants and reserves
BWD - Majors Creek RFS Station replacement	0	400	Grants
BGD - Roundabout on Malbon St	0	2,274	Reserves and rates
QBN - South Jerrabomberra Northern Entry Road	0	20,500	Grants
BGD - Mulloon RFS Station - Design and Construction	0	700	Grants
QBN - Morisset car park	7,000	0	Project delayed
BGD - Bridges - Halfway Creek	0	0	Grant reliant
QBN - Lowe St pedestrian corridor	1,030	0	Project delayed

21.

APPENDIX 6: DEBT OVERVIEW

Councils use debt to fund strategic projects that provide improved facilities to future generations of community users.

The main measure of debt relates to the percentage of debt repayments compared to annual revenues. The Debt Servicing Ratio is benchmarked in local government at being less than 20%.

Council can access NSW Treasury Corp borrowings generally at > 1% below commercial interest rates. 'Global borrowing limits' apply to local government.

The financial ratios relating to debt include:

- debt servicing ratio of 20%
- debt coverage ratio of 2x

In line with the Long Term Financial Plan (LTFP) and Finance Policy, Council proposed:

- higher levels of enhancement, renewals and rehabilitation capex over the coming 10 years;
- to utilise borrowings to ensure inter-generational equity, and match term of borrowings to accord with expected life of the asset;
- on inter-generational equity grounds, to use additional borrowings to fund
  - a. enhancement capex, as such capex gives rise to infrastructure services benefiting future (as well as current) residents and ratepayers; and

- b. renewal/rehabilitation capex, the need for which arises mainly because depreciation has been under-funded in the past and the renewal and replacement of existing assets has been deferred when it fell due because of the lack of finance

- new debt should be financed from new revenue sources (eg development contributions, dividend, lease or rate SRV)

The LTFP forecasts achievement of the required financial ratios, allowing for the published levels of borrowing and principle and interest repayments over 10 years.

In 2020-21, Council proposes to acquire, construct or renew property and assets, as identified in the 'source of funding' in the Capital Plan.

The Operational Plan applies a 2% interest rate to new borrowings from TCorp, fixed for 20 years.

In summary, debt will be raised to fund the following projects during 2020-21.

- |  |              |
|--|--------------|
| • Regional Sports Complex                | \$10,000,000 |
| • Queanbeyan Civic and Cultural Precinct | \$42,924,000 |
| • Memorial Park Site Studies             | \$1,000,000  |
| • Efficient Street Lighting Upgrades     | \$4,168,000  |

The annual principal and interest expense budget for 2020-21 is:

- |           |             |
|-----------|-------------|
| • General | \$9,567,082 |
| • Water   | \$761,350   |
| • Sewer   | \$693,308   |

## 22.

# APPENDIX 7: PROPERTY ADDENDUM

In line with the Property and Rental Policies, Council may:

- a. sell or develop 'employment lands' (commercial, industrial) or residential lands to generate returns to enable investment in infrastructure. That property activity may act as a catalyst to generate private investment that create jobs or tertiary services.
- b. use funds from land investment, or use council land holdings to leverage acquisition of other land critical to the orderly development of important urban or environmental areas
- c. use returns from council land holdings to supplement revenue sources and minimise the demand for increasing rates above rate-pegging, or reducing services
- d. use council land or other property to seed affordable housing or business incubation initiatives, through:
  1. low entry lease and portion of turnover
  2. other negotiated returns
  3. maintaining the property in council ownership
- e. consider returns from land holdings to be either:
  1. direct cash (through land sale)
  2. infrastructure or environment offsets
  3. long-term returns through leasehold or share of turnover of developed and managed sites
- f. apply commercial lease values to all properties, with any rebate or incentive recognised as a donation charged against respective functional area

In 2020-21, Council proposes to acquire, sell, lease or gift the following properties. Unless otherwise indicated, the properties will be acquired through the 'property reserve' and proceeds from sale placed in the reserve. In addition, easements may be acquired for road, water, sewer, stormwater or pedestrian access purposes.

While sale or acquisition by private treaty is the norm, on occasions Council may by resolution, acquire property under the Just terms Acquisition legislation. Similarly, some sales occur following receipt and assessment of unsolicited proposals.

Property, description and location	Current use	Proposed use	Funding source (Property reserve unless stated)
<b>Sale/Gift</b>			
Lots 33, 34, 35 Ross Rd	Reserve	Gift for Queanbeyan Respite Care Facility	
58 Morisset St	Ex nursery	Expression of interest for sale/development lease	
66 Morisset St	Car parking	Expression of interest for sale/development lease (airspaces) with decked car park	
9 Morisset St	Car parking	Expression of interest for sale/development lease (airspaces) with decked car park	
181-183 Cooma St	Community Centre and Day Care	Sell part as multi-use development; balance to include new community centre	
93 Ellerton Drive	Vacant land	Sale or lease (part)	
98 Monaro St	Westpac and QPRC offices	Expression of interest	
256 Crawford St	QPRC offices	Expression of interest	
257 Crawford St	QPRC offices	Expression of interest	
10 Rutledge St	QPRC offices	Expression of interest	
12 Rutledge St	QPRC offices	Expression of interest	
5 Firethorn Pl	Scout hall	Gift part site to Jerra Scouts for expansion of scout hall	
204 Foxlow St	Health facility	Sell or re-purpose for community use	
<b>Acquisitions/Gift</b>			
116 Monaro St	Car park	Acquire part rear car park for consolidation	Debt
Bungendore Rd	Farm land	Acquire for development of Bungendore Sports Hub	Grant

23.

## APPENDIX 8: COMMUNITY ENGAGEMENT SCHEDULE

In 2019-20 Queanbeyan-Palerang Regional Council adopted a Stakeholder and Community Engagement Policy Framework and a Community Engagement and Participation Plan.

Council's community engagement principles and commitments as shown in the Policy are:

Principle	Commitment
Respect	<ul style="list-style-type: none"> <li>We will actively ask for your views and opinions to support and have input to decision making</li> <li>We will value and consider all feedback</li> <li>We will keep you informed</li> <li>We will not seek community input if the decision is already made</li> </ul>
Integrity	<ul style="list-style-type: none"> <li>We will clearly explain why we are asking you to participate</li> <li>We will be open about the level of influence that you have</li> <li>We will communicate how your input was used in our decision making and work</li> </ul>
Continuous Improvement	<ul style="list-style-type: none"> <li>We will review and improve our community engagement practices to keep pace with best practice</li> <li>We will listen to the community and other stakeholders when developing our engagement plans</li> <li>We will evaluate our engagement activities regularly to see where we can improve</li> </ul>
Participation and inclusion	<ul style="list-style-type: none"> <li>We will provide opportunities for all the voices in our diverse community</li> <li>We will provide a variety of ways for community members to participate and actively seek new voices in our communities</li> <li>We will communicate with you in a timely manner and when your input is most influential</li> <li>We will communicate with you in plain language</li> </ul>
Responsive approach	<ul style="list-style-type: none"> <li>We will undertake our engagement in a planned, coordinated and well-resourced manner</li> <li>We will provide you with all the information that you need to enable you to meaningfully contribute</li> <li>We will work together with you and share information and results</li> <li>We will evaluate our engagement activities regularly to see where we can improve</li> <li>We will advise you of how we have considered your feedback and how it has influenced decision making</li> </ul>

The nature of community engagement will change following the impacts of COVID-19. While Council had been active in the online engagement space, social distancing rules and gathering restrictions will place a greater emphasis on online engagement, while also forcing a rethink on face-to-face engagement. Council will continue to use the online Your Voice engagement hub for the majority of its engagement, however will consider alternate online methods, including Facebook live, Zoom conferencing and others.

During the 2020-21 financial year, some of the key engagement activities will include:

- Monaro St upgrades
- Progression of the Queanbeyan Civic and Cultural Precinct
- Braidwood off-street car parking
- Memorial Park studies
- Various planning proposals and planning controls
- Operational Plan and Revenue Policy for 2021-22
- Draft QPRC Waste Strategy
- Draft Queanbeyan Integrated Water Cycle Plan
- Design for the Queanbeyan Sewage Treatment Plant

In addition to the above activities, Council will progress actions from the Community Engagement and Participation Plan to improve our engagement approach. Actions to be progressed include:

- Educate key stakeholders on the community engagement process and how stakeholders can become involved and contribute to the decision-making process.
- Provide key staff members with the Community Engagement and Participation Plan and Toolkit to assist with developing engagement plans
- All community engagement projects apply the full engagement process
- Strengthen our relationship with community groups and associations within the QPRC area





A large Christmas tree as erected in Queanbeyan's Crawford St to celebrate the festive season.

## 24.

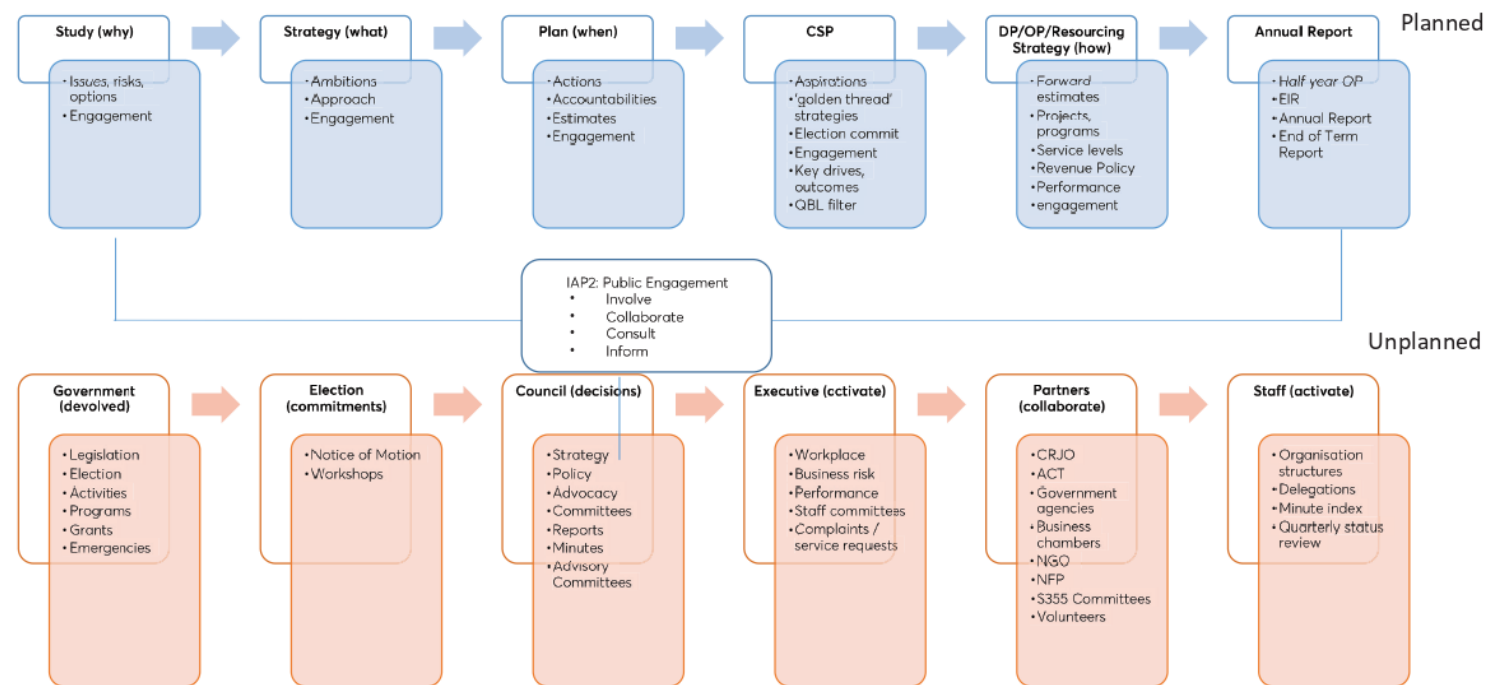
# APPENDIX 9: DECISION-MAKING FRAMEWORK

Council adopted its Decision-Making Framework Policy in September 2019. The Policy was developed to provide guidance that ensures that decisions made by Councillors and staff align with the legislative principles contained in Section 8A(2) of the NSW Local Government Act 1993 (the Act). These principles are:

- Councils should recognise diverse local community needs and interests
- Councils should consider social justice principles
- Councils should consider the long-term and cumulative effects of actions on future generations

- Councils should consider the principles of ecologically sustainable development
- Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

The Framework shown below is used for planned and unplanned decisions.







Under tree lighting in Queanbeyan's Monaro St can be changed depending on season and other topics. In this instance, Monaro St turned green as the Canberra Raiders marched towards the 2019 NRL grand final.





**QPRC** 

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