



Ordinary Meeting of Council

AGENDA

23 September 2020

Commencing at 5.30pm

In light of the COVID-19, this meeting will be held remotely. Presentations can either be made in writing or by attending a Zoom meeting: see Public Involvement at Meetings on Council's website.

On-site Inspections - Nil

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1 OPENING

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

4.2 Minutes of the Planning and Strategy Committee of the Whole held on 9 September 2020

5 DISCLOSURES OF INTERESTS

6 ADJOURNMENT FOR PUBLIC FORUM

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17	CONCLUSION OF THE MEETING	

LIST OF ATTACHMENTS –

(Copies available from CEO's Office on request)

Open Attachments

- Item 9.6 Development Application DA.2020.1157 - 33-35 Thurrallilly Street, Queanbeyan East - Demolition of Existing Dwellings, Construction of 8 x 2 Storey Multi-dwelling Units and Strata Subdivision
- Attachment 1 DA.2020.1157 - 4.15 Matters for Consideration - 33-35 Thurrallilly Street, Queanbeyan East (Under Separate Cover)*
- Attachment 2 DA.2020.1157 - Plans - 33-35 Thurrallilly Street, Queanbeyan East (Under Separate Cover)*
- Attachment 3 DA.2020.1157 - Landscape Plan - 33-35 Thurrallilly Street, Queanbeyan East (Under Separate Cover)*
- Attachment 4 DA.2020.1157 - Strata Plan - 33-35 Thurrallilly Street, Queanbeyan East (Under Separate Cover)*
- Attachment 5 DA.2020.1157 - Submission (Redacted) - 33-35 Thurrallilly Street, Queanbeyan East (Under Separate Cover)*
- Attachment 6 DA.2020.1157 - Draft Conditions - 33-35 Thurrallilly Street, Queanbeyan East (Under Separate Cover)*
- Item 9.7 Proposed Road Naming - Various Locations
- Attachment 1 Maps Showing the Location of Lilydale and Rose Valley Roads (Under Separate Cover)*
- Attachment 2 Map Showing the Location of Neilsen Road, Bondola Road and Maher Lane (Under Separate Cover)*
- Item 9.8 Draft Turallo Creek Management Plan
- Attachment 1 Draft Turallo Creek Management Plan (Under Separate Cover)*
- Item 9.9 Adoption of Braidwood Grazing Industry Weed Management Plan
- Attachment 1 Responses to Community and Staff Comments (Under Separate Cover)*
- Attachment 2 Braidwood Grazing Industry Weed Management Plan (Under Separate Cover)*
- Item 9.12 Bungendore Stormwater Trunk Infrastructure - Voluntary Planning Agreement
- Attachment 2 Draft Final Voluntary Planning Agreement - Ellendon Estate Pty Ltd & QPRC (Under Separate Cover)*
- Attachment 3 Letter from PHL re endorsement of VPA (Under Separate Cover)*
- Item 9.14 Investment Report - August 2020
- Attachment 1 Investment Report Pack - August 2020 (Under Separate Cover)*
- Item 9.15 Revised Code of Conduct and Procedures 2020
- Attachment 1 LGNSW - Changes to the Code and Procedures (Under Separate Cover)*
- Attachment 2 QPRC Code of Conduct 2020 (Under Separate Cover)*
- Attachment 3 QPRC Procedures for the Administration of the Code of Conduct 2020 (Under Separate Cover)*
- Item 10.1 Assessment Report to Southern Region Planning Panel - Queanbeyan Civic and Cultural

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- Precinct
- Attachment 1 DA.2020.1022 - Assessment Report to SRPP - Queanbeyan Civic and Cultural Precinct (Under Separate Cover)*
- Attachment 2 DA.2020.1022 - Draft Conditions of Consent for SRPP - Queanbeyan Civic and Cultural Precinct (Under Separate Cover)*
- Item 10.4 NSW Bushfire Enquiry Recommendations
- Attachment 1 Bushfire Enquiry Recommendations (Under Separate Cover)*
- Item 10.5 Braidwood Sale Yards Annual Update
- Attachment 1 Braidwood Sale Yard Performance Report 2016-17 to 2019-20 (Under Separate Cover)*
- Item 10.6 Resolution Action Sheet
- Attachment 1 Resolution Action Sheet (Under Separate Cover)*
- Item 11.1 Minutes of the Environment and Sustainability Advisory Committee held on 2 September 2020
- Attachment 1 Minutes of the Environment and Sustainability Advisory Committee Meeting held 2 September 2020 (Under Separate Cover)*
- Item 11.2 Minutes of the Braidwood and Curtilage Heritage Advisory Committee Meeting held on 10 September 2020
- Attachment 1 Minutes of the Braidwood and Curtilage Heritage Advisory Committee Meeting held 10 September 2020 (Under Separate Cover)*
- Item 11.3 Royalla Common s.355 Committee Minutes
- Attachment 1 Royalla Common s.355 Committee meeting minutes 16 July 2020 (Under Separate Cover)*
- Item 11.4 Tourism Advisory Panel Meeting - 10 August 2020
- Attachment 1 Tourism Advisory Panel Minutes - 10 August 2020 (Under Separate Cover)*
- Attachment 2 Tablelands Destination Development Plan (Under Separate Cover)*
- Attachment 3 QP Destination Action Plan (Under Separate Cover)*
- Item 11.5 Bungendore Town Centre and Environs Committee Minutes
- Attachment 1 Bungendore Town Centre and Environs Committee minutes 24 August 2020 (Under Separate Cover)*
- Item 13.1 Delegates Reports
- Attachment 1 Cr Harrison's SEATS report (Under Separate Cover)*
- Attachment 2 SEATS report from Transport for NSW Southern (Under Separate Cover)*
- Item 14.1 Responses to Councillors' Questions
- Attachment 1 Responses to Councillors' Questions (Under Separate Cover)*

Closed Attachments

- Item 9.11 Tender for Hoover Road Stormwater Realignment
- Attachment 1 QPRC 2020-26 Construction Tender Assessment (Under Separate Cover)*

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- Item 9.12 Bungendore Stormwater Trunk Infrastructure - Voluntary Planning Agreement
Attachment 1 BMCA Cost Estimate (Under Separate Cover)
- Item 14.1 Responses to Councillors' Questions
Attachment 2 Responses to Councillors' Questions with confidential information (Under Separate Cover)
- Item 16.1 Subdivison and Sale of Queanbeyan Property
Attachment 1 Map of Property (Under Separate Cover)



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Queanbeyan Council Chambers on Wednesday, 26 August 2020 commencing at 5.30pm.

ATTENDANCE

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

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

Also Present: L Ison (Minute Secretary).

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

There were no apologies.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 22 July 2020

130/20

RESOLVED (Taylor/Schweikert)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 22 July 2020 be confirmed.

The resolution was carried unanimously.

4.2 Minutes of the Planning and Strategy Committee of the Whole held on 12 August 2020

131/20

RESOLVED (Schweikert/Taylor)

That the Minutes of the Planning and Strategy Committee of the Whole held in the Queanbeyan Council Chambers on Wednesday 12 August 2020 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

132/20

RESOLVED (Taylor/Schweikert)

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

The resolution was carried unanimously.

Mr Peter Tegart declared a pecuniary interest in Item 9.9: Regional Road Transfer and Road Classification Review, stating he is a member of the Regional Roads Panel.

Cr Winchester joined the meeting at 5.32pm.

6. ADJOURNMENT FOR PUBLIC FORUM

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

133/20

RESOLVED (Overall/Harrison)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.33pm and resumed at 6.16pm.

7. MAYORAL MINUTE

7.1 Condolence Motion for the Late Peter Bray AM

134/20

RESOLVED (From the Chair)

That Council:

1. With deep respect offer sincere sympathy to Mrs Margaret Bray and the immediate and extended family of former Councillor and Deputy Mayor, Peter Bray AM.
2. Observe one minute's silence in memory of Peter Bray and his service to the Community and Council.
3. Recognise Peter Bray's service and contribution to Australia, the former Queanbeyan City Council, the Queanbeyan-Palerang Regional Council and the communities of Queanbeyan-Palerang and Canberra with a plaque in the Queanbeyan Honour Walk, Crawford Street, and the proposed Community Park at 16 Agnes Avenue, Queanbeyan, which adjoins the proposed Respite Care Centre, be named the 'Peter Bray Park' and be publicly notified for community consultation at the appropriate time.

The resolution was carried unanimously.

Council observed a minute's silence in memory of the late Cr Peter Bray.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 Bungendore Education Precinct - Acquisition Proposal

MOVED (Schweikert/Biscotti)

That Council:

1. Note the report on the Bungendore Education Precinct proposal.
2. Support in principle the High School proposal from NSW Department of Education (DoE) in terms of:
 - a. the establishment of the precinct and co-use of facilities;
 - b. the sale of 4-6 Majara St, 10 Majara St assets, and Majara road reserve between Turallo Terrace and Gibraltar St to DoE, based on independent valuations, and at worst no cost to QPRC and provided that DoE compensate *Abbeyfield* for all DA costs and fees incurred to date associated with 4-6 Majara St;
 - c. authorise the CEO to negotiate a more favourable and equitable financial contribution to QPRC for the construction

of a new swimming pool than currently provided for in “The Offer” (Page 5 of the DoE Proposal) and new front office facility, and

- d. negotiate terms for joint use agreements (MoA) of Mick Sherd Oval, with the oval remaining under Council management and DoE making an annual contribution to its maintenance, with the agreement to also include courts, reserve, library, school performance hall, and sports hub; and modify permissible uses on the respective plans of management on a cost recovery basis.
3. Receive a further report (public) on the Bungendore Education Precinct proposal based on the negotiation outcomes of Item 2 (above).
 4. In parallel, request a briefing for the Bungendore Locality Committee by the DoE on the proposal (similar to that which has already been provided to all Councillors) for advice to Council.

During discussion Cr Harrison foreshadowed a CONTRARY motion:
[“The Council:

1. Note the report.
2. Await feedback from the Department of Education.”]

The motion (of Crs Schweikert and Biscotti) was PUT in an amended form and CARRIED.

135/20

RESOLVED (Schweikert/Biscotti)

That Council:

1. Note the report on the Bungendore Education Precinct proposal.
2. Support in principle the High School proposal from NSW Department of Education (DoE) in terms of:
 - a. the establishment of the precinct and co-use of facilities;
 - b. the sale of 4-6 Majara St, 10 Majara St assets, and Majara road reserve between Turallo Terrace and Gibraltar St to DoE, based on independent valuations, and at worst no cost to QPRC and provided that DoE compensate *Abbeyfield* for all DA costs and fees incurred to date associated with 4-6 Majara St;
 - c. authorising the CEO to negotiate a more favourable and equitable financial contribution to QPRC for the construction of a new swimming pool than currently provided for in “The Offer” (Page 5 of the DoE Proposal) and new front office facility, and
 - d. negotiate terms for joint use agreements (MoA) of Mick Sherd Oval, with the oval remaining under Council management and DoE making an annual contribution to its maintenance, with the agreement to also include courts, reserve, library, school performance hall, and sports hub; and modify permissible uses on the respective plans of management on a cost recovery basis.

3. Receive a further report (public) on the Bungendore Education Precinct proposal based on the negotiation outcomes of Item 2 (above).
4. In parallel, request a briefing for the Bungendore Locality Committee by the DoE on the proposal (similar to that which has already been provided to all Councillors) for advice to Council.
5. Seek a proposal from DoE to address the staging and delay impacts of the High School on the Abbeyfield development.
6. Forward the written submissions from the public forum to DoE.

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

Against: Crs Harrison and Winchester

9.2 DA 395-2017.C - Modification to South Tralee - Subdivision of Five Existing Super-Lots Into 190 Residential Lots and Boundary Adjustment for Associated Civil Works

136/20

RESOLVED (Brown/Taylor)

That:

1. Modification application 395-2017.C for a modification incorporating the subdivision of five existing superlots into 190 residential lots and boundary adjustment for associated civil works on 360A and 360B Lanyon Drive, Tralee Lots 1-6 DP 1007339, Lot 181 DP 754912, Lot 226 DP 665411, Lot 4-6 DP 130629 and Lot 1 DP 1140653, be granted conditional approval, subject to amending conditions 15, 43 and 54 as indicated in Attachment 4, and Council receiving final concurrence from all relevant concurrence authorities.
2. Those persons who lodged a submission on the application be advised in writing of the determination of the application.
3. The Department of Planning, Industry & Environment, Transport for New South Wales, New South Wales Roads and Maritime Services, and NSW Rural Fire Service be forwarded a copy of Council's Notice of Determination.

The resolution was carried unanimously.

9.3 Review of Environmental Factors - Googong Integrated Water Cycle Project - Stage D

137/20

RESOLVED (Taylor/Harrison)

That Council grant approval to the Googong Integrated Water Cycle Project Stage D – Water Recycling Plant and Permanent Reservoirs on Lots 4, 8 and 9 DP 1246784, and on Lot 4 DP 1179941, subject to the management measures contained in the Statement of Commitments in the Review of Environmental Factors prepared by RPS dated 10 June 2020 being applied as conditions with the amendments and additional conditions detailed in the conclusion to this report.

The resolution was carried unanimously.

9.4 Tender - Design & Construct, Bulk Earthworks - Bungendore Sports Hub

138/20

RESOLVED (Winchester/Biscotti)

That Council award the contract for the Design & Construct, Bulk Earthworks – Bungendore Sports Hub, Contract 2020-37, to TRN Group, for the lump sum price of \$692,665.20 (including GST).

The resolution was carried unanimously.

9.5 Riverside and High Street Soccer Pitches

MOVED (Biscotti/Schweikert)

That Council:

1. Note the report and the Clubs' submissions.
2. Pursuant to Resolution 122/20 22 July 2020, assign Riverside sportsground to Monaro Panthers Football Club (MPFC) and High Street sportsground to Queanbeyan City Football Club (QCFC) by 30th September 2020 in order to allow the remaining scheduled matches at Riverside Stadium for both clubs, under Capital Football's National Premier League competition, to be completed by the scheduled date of 12th September 2020.
3. Notify both clubs in writing that club owned equipment, signage and paraphernalia is to be relocated to respective assigned grounds by 30th September 2020.
4. Noting 2 and 3 above, modify as may be necessary the current licence terms (due to expire 30th September 2020) providing for the continued shared use of Riverside 'ClubHouse' Pavilion.
5. Council endorse the works and funding proposed in the report to enable High Street field to be available for allocation as a NPL field in the 2021 season.
6. Grant funding continue to be sought for the following upgrade works at the High Street Sportsground:
 - Technical Area
 - Public Exclusion Fence

- Irrigation Extension
- 200 Lux LED Floodlights
- Streaming Platform On Modified Container
- Retaining Wall

During discussion, Cr Marshall foreshadowed a CONTRARY motion: [“That Council:

1. Rescind resolution number 122/20.
2. Recommence consultation with the affected clubs.”]

AMENDMENT (Brown/Noveska)

That Council:

1. Note the report and the Clubs’ submissions.
2. Extend the current licence for three months to enable negotiation of terms for a home ground licence for the clubs as outlined in the report.
3. Retain current licence terms providing for the continued shared use of Riverside 'ClubHouse' Pavilion.
4. Council endorse the works and funding proposed in the report to enable High Street field to be available for allocation as a NPL field in the 2021 season.
5. Grant funding continue to be sought for the following upgrade works at the High Street Sportsground:
 - Technical Area
 - Public Exclusion Fence
 - Irrigation Extension
 - 200 Lux LED Floodlights
 - Streaming Platform On Modified Container
 - Retaining Wall

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

For: Crs Brown, Marshall and Noveska

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

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

139/20

RESOLVED (Schweikert/Biscotti)

That Council:

1. Note the report and the Clubs’ submissions.
2. Pursuant to Resolution 122/20 22 July 2020, assign Riverside sportsground to Monaro Panthers Football Club (MPFC) and High Street sportsground to Queanbeyan City Football Club (QCFC) by 30th September 2020 in order to allow the remaining scheduled matches at Riverside Stadium for both clubs, under Capital Football's National Premier League competition, to be completed by the scheduled date of 12th September 2020.

3. Notify both clubs in writing that club owned equipment, signage and paraphernalia is to be relocated to respective assigned grounds by 30th September 2020.
4. Noting 2 and 3 above, modify as may be necessary the current licence terms (due to expire 30th September 2020) providing for the continued shared use of Riverside 'ClubHouse' Pavilion.
5. Council endorse the works and funding proposed in the report to enable High Street field to be available for allocation as a NPL field in the 2021 season.
6. Grant funding continue to be sought for the following upgrade works at the High Street Sportsground:
 - Technical Area
 - Public Exclusion Fence
 - Irrigation Extension
 - 200 Lux LED Floodlights
 - Streaming Platform On Modified Container
 - Retaining Wall

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

Against: Crs Brown, Marshall and Noveska

ADJOURNMENT: The meeting adjourned at 7.34pm and resumed at 7.40pm. All Councillors, with the exception of Crs Marshall and Schweikert, were present.

9.6 Risk Based Inspection Schedule for Food Premises

140/20

RESOLVED (Noveska/Taylor)

That Council support a risk based inspection schedule for food business inspections starting in the 2020/21 financial year.

The resolution was carried unanimously.

Cr Schweikert returned to the meeting at 7.41pm.

9.7 Expression of Interest for Queanbeyan Civic and Cultural Precinct Head Contractor

141/20

RESOLVED (Harrison/Taylor)

That Council:

1. Invite tenders at the appropriate time from selected firms in accordance with Contract 2020-31 - QCCP Design Finalisation Construction - EOI Evaluation Report.
2. Note that Council approval will be sought on the tender package, prior to release to the selected firms.
3. Note progress with the design and development application.
4. Note the NSW Government will take up a commercial tenancy in QCCP.
5. Update the Operational Plan with the revised funding model for QCCP.

The resolution was carried unanimously.

9.8 Review of Water Wise Initiative

142/20

RESOLVED (Schweikert/Harrison)

That Council:

1. Adopt the attached Water Wise Policy with immediate effect.
2. Rescind all other current Water Wise Policies of the Council.

The resolution was carried unanimously.

Mr Tegart declared an interest in the following item and left the Chambers at 7.43pm.

During discussion Cr Marshall returned to the meeting at 7.43pm.

9.9 Regional Road Transfer and Road Classification Review

143/20

RESOLVED (Schweikert/Harrison)

That Council make a submission to the Regional Road Classification and Transfer Panel stating that:

1. Council's Regional Roads as listed below are all nominated to be transferred to, managed by and fully funded by the NSW State Government:
 - Bungendore/ Macs Reef Road (MR7607) from Gibraltar Street, Bungendore to the Federal Highway.
 - Captains Flat Road (MR270) from the Kings Highway east of Queanbeyan to Coghill Street, Braidwood.
 - Cooma/Krawarree Road (MR7625) from Captains Flat Road, Braidwood to Snowy Monaro Council Boundary.
 - Nerriga Road (MR92) from the Kings Highway, Braidwood to Endrick River, north of Nerriga.

- Cooma Street/Old Cooma Road (MR584) from Rutledge St, Queanbeyan to 0.9km South of Burra Road.
 - Tarago Road (MR268) from Molonglo Street Bungendore to Goulburn Mulwaree Council Boundary.
2. The following local roads be nominated to be reclassified to Regional Roads:
- Old Cooma Road – from the existing regional road end, 0.9km South of Burra Road to the Monaro Highway.
 - Araluen Road – from Cooma Road to Eurobodalla Council Boundary.
 - Oallen Road – From Nerriga Road to Goulburn Mulwaree Council Boundary at the Shoalhaven River.
3. Nominate all of Nerriga Road to be reclassified from a Regional Road to a State Road.
4. Council's submission to include a requirement that all transferred and re-classified roads are to continue to be maintained by QPRC via a RMCC style maintenance contract.

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

Against: Cr Hicks

Mr Tegart returned to the meeting at 7.46pm.

9.10 Adoption of Asset Management Plans

144/20

RESOLVED (Taylor/Schweikert)

That Council:

1. Note the comments made during consultation period.
2. Adopt the asset management plans as reviewed for:
 - a. Transport
 - b. Water
 - c. Sewerage
 - d. Buildings
 - e. Sport and Recreation
 - f. Stormwater
3. Rescind all previous asset management plans of the former councils for the categories listed in (2) above.

The resolution was carried unanimously.

- 145/20 **9.11 Ellerton Drive - Bridge Name**
RESOLVED (Overall/Taylor)
That:
1. Council name the new bridge on Ellerton Drive, the 'Queen Nellie Hamilton Bridge'.
2. An appropriate unveiling ceremony be held, with Elder Matilda House being invited to officiate with the Mayor.

The resolution was carried unanimously.

- 146/20 **9.12 2020-2030 Long Term Financial Plan**
RESOLVED (Schweikert/Hicks)
That Council:
1. Adopt the 2020-2030 Long Term Financial Plan, with Scenario 3 being the preferred Financial Scenario.
2. Submit the Long Term Financial Plan to Treasury Corporation.
For: Crs Biscotti, Brown, Hicks, Noveska, Overall, Schweikert, Taylor and Winchester
Against: Crs Harrison and Marshall

- 147/20 **9.13 IPART Rating Review**
RESOLVED (Taylor/Schweikert)
That Council note the Government's response to the IPART 2016 Review of the Local Government Rating System.

The resolution was carried unanimously.

- 148/20 **9.14 Investment Report - July 2020**
RESOLVED (Harrison/Schweikert)
That Council:
1. Note the investment return for July 2020 was \$482,892.
2. Note the investment portfolio has been made in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2005 and Queanbeyan-Palerang Regional Council's Investment Policy.
3. Receive the Investment Report for the month of July 2020.

The resolution was carried unanimously.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

149/20 **10.1 Review of Infrastructure Contributions in New South Wales – NSW Productivity Commission Issues Paper**

RESOLVED (Schweikert/Noveska)

That the report be received for information.

The resolution was carried unanimously.

150/20 **10.2 Delivery Program update - January-June 2020**

RESOLVED (Biscotti/Schweikert)

That the update on the Delivery Program be received for information.

The resolution was carried unanimously.

151/20 **10.3 Amendments to the Model Code of Conduct and Procedures**

RESOLVED (Schweikert/Marshall)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

152/20 **11.1 Queanbeyan-Palerang Sports Council - Minutes of Meeting held 10 August 2020**

RESOLVED (Hicks/Biscotti)

That Council note the minutes of Queanbeyan-Palerang Sports Council held on 10 August 2020.

The resolution was carried unanimously.

153/20 **11.2 Local Traffic Committee 7 August 2020**

RESOLVED (Schweikert/Marshall)

That Council:

1. Note the minutes of Local Traffic Committee held on 7 August 2020.
2. Adopt recommendations LTC 29/2020 to LTC 37/2020 from the meeting held on 7 August 2020.

LTC 29/2020 Under the *Roads Act* approve the TMP for the Mogo Zoo2Zoo to be held on 12 and 13 September 2020, with the condition that the riders are uplifted for the neutral stage from Kowen Forest carpark to Bungendore to avoid unmanaged use of groups of riders using the Kings HWY.

LTC 30/2020 Under the *Roads Act* approve the TMP for the 'Drive In @ Queanbeyan' event on 3rd, 4th, and 5th of September 2020 at the Queanbeyan Showground.

LTC 31/2020 Under the *Roads Act* approve the TMP for the NSW Open Golf Event with the condition that the organiser advertise how attendees get from the overflow parking to the event site, on 4th and 5th of September 2020 at Queanbeyan Golf Course.

LTC 32/2020 The LTC recommends that the DA conditions for events at Googong include the following requirements:

- Individual Event Applications with relevant TMP and other essential documents, which have been developed to cater for specific conditions at the time of each proposed event, are submitted to the LTC for review
- TCPs and contingency plans are strictly followed at all times
- Additional VMS are placed on Old Cooma Road for additional advanced notice to guide non-local event attendees to the event off-street parking site
- The end of queue is monitored and advanced warning be implemented if required
- The event be cancelled if a significant rain event makes the off-street parking area unsuitable for use
- Traffic Lights at the intersections of Googong Road and Wellsvale Drive are set to flashing amber and the flow of traffic is suitably managed by authorised traffic controllers with clear lines of communication established
- Public Transport plans (use of Bus Services) to minimise use of cars to and from the event site are implemented, with contingency plans for additional services if capacity is exceeded at any time. The TCP is to be amended to allow for a bus zone and associated risks are addressed
- In the event of an incident at either intersection off Old Cooma Road, that contingency plans are implemented to suitably divert traffic

LTC 33/2020 Under *Road Transport Act 2013* install signage upgrades and line-marking at intersection of Burra Road and Candy Road Intersection as per design.

LTC 34/2020 Under *Road Transport Act 2013* duplicate 'No Entry' sign and pavement arrow markers on Isabella Street and Collett St as per design.

LTC 35/2020 Under *Road Transport Act 2013* install line-marking at Jerrabomberra Circle/Jerrabomberra Parkway entrance as per design

LTC 36/2020 Under *Road Transport Act 2013* install 'No Stopping' signage on North Poplars Road as per design.

LTC 37/2020: Under the *Road Transportation Act 2013* implement the design for the extension of line marking and yellow line kerb marking on Montgomery Avenue as per the design.

The resolution was carried unanimously.

11.3 Audit, Risk and Improvement Committee

154/20

RESOLVED (Harrison/Schweikert)

That Council note the minutes of the Audit, Risk and Improvement Committee held on 29 May 2020.

The resolution was carried unanimously.

11.4 Bungendore Town Centre and Environs Committee Meeting Minutes

155/20

RESOLVED (Marshall/Schweikert)

That Council note the minutes of the Bungendore Town Centre and Environs Committee meeting held on 29 June 2020.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

12.1 Sassafras Crescent Reserve

156/20

RESOLVED (Winchester/Overall)

That:

1. Council staff conduct a workshop regarding the history of the Sassafras Crescent Reserve.
2. Community consultation be undertaken with nearby residents of the Reserve, requesting their thoughts on the future of the Reserve.
3. Once consultation has been completed, a further workshop be held to discuss community feedback and potential future uses of the Reserve.
4. That an on-site inspection of the Reserve be arranged if and when required.

The resolution was carried unanimously.

12.2 Practical Covid-19 Prevention Measures

MOVED (Marshall/Taylor)

That Council:

1. Review its public facilities and where feasible, adapt them in the light of the current public health situation.
2. Consider revising its Code of Meeting Practice to mandate social and physical distancing at its meetings, workshops, briefings and committee meetings, in line with current best practice in public health.
3. Take such other measures as are within its power to inhibit the spread of SARS-CoV-2.
4. Bring a report back to Council for determination.

AMENDMENT (Overall/Hicks)

That:

1. Council review its public facilities and where feasible, adapt them in the light of the current public health situation.
2. A report come back to Council for determination.

The amendment (of Crs Overall and Hicks) was PUT, and with the vote being five-all, the Mayor exercised his casting vote and declared the amendment CARRIED. The amendment then became motion.

For: Crs Biscotti, Harrison, Hicks Overall and Schweikert

Against: Crs Brown, Marshall, Noveska, Taylor and Winchester

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

157/20

RESOLVED (Overall/Hicks)

That:

1. Council review its public facilities and where feasible, adapt them in the light of the current public health situation.
2. A report come back to Council for determination.

For: Crs Biscotti, Brown, Hicks, Marshall, Noveska, Overall, Taylor and Winchester.

Against: Crs Harrison and Schweikert

13. REPORTS TO COUNCIL - DELEGATES REPORTS

13.1 Delegates Reports

158/20

RESOLVED (Overall/Taylor)

That Council note the Delegates' Report.

The resolution was carried unanimously.

14. QUESTIONS WITH NOTICE

14.1 Responses to Councillors' Questions

159/20

RESOLVED (Taylor/Winchester)

That the report be received for information.

The resolution was carried unanimously.

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

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

16. REPORTS FOR CLOSED SESSION

160/20

RESOLVED (Overall/Taylor)

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

Item 16.1 Undetected Leak Policy Application - Write Off Water Usage

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

Item 16.2 Review of Development Application Fees

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

The resolution was carried unanimously.

The meeting then moved into Closed Session at 8.26pm to discuss the matters listed above.

16.1 Undetected Leak Policy Application - Write Off Water Usage

161/20

RESOLVED (Biscotti/Winchester)

That Council write off a total of \$2,416.00 in water usage charges for the property listed in this report.

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

Against: Cr Schweikert

16.2 Review of Development Application Fees

162/20

RESOLVED (Harrison/Winchester)

That Council implement Option 5 as described in the report.

The resolution was carried unanimously.

163/20

RESOLVED (Overall/Taylor)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 8.29pm.

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

17. CONCLUSION OF THE MEETING

The time being 8.30pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**



PLANNING AND STRATEGY COMMITTEE OF THE WHOLE MEETING

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

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

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

MINUTES OF THE PLANNING AND STRATEGY COMMITTEE OF THE WHOLE OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 9 September 2020 commencing at 5.30pm.

ATTENDANCE

Councillor: Cr Overall (Chair), Crs Biscotti, Harrison, Hicks, Marshall, Noveska, Schweikert, Taylor and Winchester (from 6.01pm).

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

Also Present: L Ison (Minute Secretary).

1. OPENING

The meeting opened at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

PLA128/20

RESOLVED (Taylor/Noveska)

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

The resolution was carried unanimously.

4. DISCLOSURES OF INTEREST

PLA129/20

RESOLVED (Taylor/Schweikert)

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

The resolution was carried unanimously.

Cr Overall submitted a special disclosure of pecuniary interest in accordance with clause 4.37 of the Code of Conduct in the matter of Item 8.5: Queanbeyan-Palerang Draft Comprehensive Local Environmental Plan 2020. Disclosure attached to the minutes.

Cr Harrison submitted a special disclosure of pecuniary interest in accordance with clause 4.37 of the Code of Conduct in the matter of Queanbeyan-Palerang Environmental Plan (Items 8.5 and 8.6). Disclosure attached to the minutes.

Cr Schweikert submitted a special disclosure of pecuniary interest in accordance with clause 4.37 of the Code of Conduct in the matter of QPRC LEP (Item 8.5). Disclosure attached to the minutes.

Cr Biscotti submitted a special disclosure of pecuniary interest in accordance with clause 4.37 of the Code of Conduct in the matter of Item 8.5: Queanbeyan-Palerang Draft Comprehensive Local Environmental Plan 2020. Disclosure attached to the minutes.

Cr Taylor submitted a special disclosure of pecuniary interest in accordance with clause 4.37 of the Code of Conduct in the matter of Item 8.5: Queanbeyan-Palerang Draft Comprehensive Local Environmental Plan 2020. Disclosure attached to the minutes.

Cr Marshall submitted a special disclosure of pecuniary interest in accordance with clause 4.37 of the Code of Conduct in the matter of Queanbeyan-Palerang Draft Comprehensive Local Environmental Plan 2020 (Item 8.5). Disclosure attached to the minutes.

Cr Hicks submitted a special disclosure of pecuniary interest in accordance with clause 4.37 of the Code of Conduct in the matter of Item 8.5: Queanbeyan-Palerang Draft Comprehensive Local Environmental Plan 2020. Disclosure attached to the minutes.

5. ADJOURNMENT FOR PUBLIC FORUM

At this stage of the proceedings, the time being 5.32pm, Cr Overall advised that the meeting should now adjourn for the Public Forum.

PLA130/20

RESOLVED (Overall/Biscotti)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.32pm and resumed at 5.54pm.

6. MAYORAL MINUTE

There was no Mayoral Minute.

7. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

8. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

8.1 DA.2020.1089 - Temporary Use of Rockley Oval for Event - 15 Rockley Parade, Googong

PLA131/20

RESOLVED (Schweikert/Biscotti)

That development application DA.2020.1089 for temporary use of land on Lot 524 DP 1191637, No.15 Rockley Parade, Googong be granted conditional approval noting the condition on traffic management.

The resolution was carried unanimously.

Cr Winchester joined the meeting at 6.01pm.

8.2 DA.2019.1283 - Environmental Protection Works (Rehabilitation of Eaglehawk Quarry) - 200 Bidges Road, Sutton

PLA132/20

RESOLVED (Schweikert/Biscotti)

That:

1. Development Application DA.2019.1283 for Quarry Remediation/Rehabilitation - Environmental Protection Works on Lot 108 DP 878557, No.200 Bidges Road Sutton be granted conditional approval for the following reasons.
 - i. The proposal is consistent with the objectives of the Palerang Local Environmental Plan 2014- E4- Environmental Living Zone.
 - ii. The Proposed Quarry Remediation/Rehabilitation is consistent with the controls of the Palerang Development Control Plan 2015.
 - iii. The proposed Quarry Remediation/Rehabilitation with the imposed conditions of consent will have no foreseen adverse impacts on surrounding lots.
 - iv. The proposal formally 'closes' the lifecycle of the Quarry and achieves an overall positive biodiversity impact to the site.
2. All external agencies be forwarded a copy of Council's Notice of Determination.

The resolution was carried unanimously.

8.3 DA.2020.1119 - 55 The Crescent, Queanbeyan - Demolition of an Existing Dwelling House in the Heritage Conservation Area and Construction of New Dwelling and Garage

PLA133/20

RESOLVED (Hicks/Taylor)

That Development Application DA.2020.119 for demolition of all structures on site including the existing dwelling and the removal of tree, and the construction of new single storey dwelling house with ancillary double garage, solar panels, underground water tank and driveway on Lot 12 Sec F DP 13427, No.55 The Crescent, Queanbeyan be granted conditional approval for the following reasons:

- a. The proposed dwelling retains the overall character of the heritage conservation area in terms of its scale, materials and general design;
- b. It complies with the Queanbeyan Local Environmental Plan 2012; and,
- c. It complies with the Queanbeyan Development Control Plan 2012 specifically Part 4.

The resolution was carried unanimously.

8.4 DA.2020.1236 - 22 Woodger Parade, Karabar - Construction of Dwelling House

PLA134/20

RESOLVED (Marshall/Schweikert)

That:

1. Approval be granted to a variation to Part 2 of the Queanbeyan Development Control Plan 2012 to allow for flood egress from the premises to be below the compliant level for the following reasons:
 - (a) It is a significant improvement from the existing dwelling house which would not have satisfied any of the flooding controls;
 - (b) It allows a dwelling to be constructed on this flood constrained site with a building that satisfies the majority of flooding controls while providing a home for the owner; and
 - (c) With the front door access at a level of 577.72 metres it allows part of the escape route to be above the flood planning level and extends the exit to a natural ground level of 575.35 metres.
2. Development application DA.2020.1236 for the construction of a dwelling house on Lot 15 DP 228415, No. 22 Woodger Parade, Karabar be granted conditional approval.
3. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

For: Crs Biscotti, Harrison, Hicks, Marshall, Noveska and Schweikert

Against: Crs Overall, Taylor and Winchester

Crs Biscotti, Harrison, Hicks, Overall, Schweikert and Taylor declared a special disclosure in accordance with cl.4.37 of the Code of Conduct for the following item.

8.5 Queanbeyan-Palerang Draft Comprehensive Local Environmental Plan 2020

MOVED (Schweikert/Biscotti)

That Council:

1. Note the report.
2. Amend the draft Comprehensive Local Environmental Plan as set out in Attachment 7 of this report with the following amendments:
 - a. Dual occupancies be permitted with consent in the RUI Primary Production, RU2 Rural Landscape, R5 Large Lot Residential, E3 Environmental Management, E4 Environmental Living zones (consistent with existing PLEP2014) and the necessary operational changes to the draft plan be made as outlined on Page 49 of the Report.

- b. Neighbourhood Shops be permitted with consent in the E4 Environmental Living Zone.
3. Take all necessary actions to now finalise the draft Comprehensive Local Environmental Plan and forward it to the Minister for Planning and Public Spaces (or delegate) to be made.

During discussion Cr Marshall foreshadowed a CONTRARY motion: ["That Council defer this item pending a Councillor workshop."]

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

PLA135/20

RESOLVED (Schweikert/Biscotti)

That Council:

1. Note the report.
2. Amend the draft Comprehensive Local Environmental Plan as set out in Attachment 7 of this report with the following amendments:
 - a. Dual occupancies be permitted with consent in the RUI Primary Production, RU2 Rural Landscape, R5 Large Lot Residential, E3 Environmental Management, E4 Environmental Living zones (consistent with existing PLEP2014) and the necessary operational changes to the draft plan be made as outlined on Page 49 of the Report.
 - b. Neighbourhood Shops be permitted with consent in the E4 Environmental Living Zone.
3. Take all necessary actions to now finalise the draft Comprehensive Local Environmental Plan and forward it to the Minister for Planning and Public Spaces (or delegate) to be made.

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

Against: Cr Marshall

Cr Harrison declared a special disclosure in accordance with cl.4.37 of the Code of Conduct for the following item.

8.6 Bywong & Wamboin E4 Lands Planning Proposal - Local Plan Making Authority

PLA136/20

RESOLVED (Hicks/Schweikert)

That:

1. Council request the NSW Minister for Planning and Public Spaces or if delegated by the Minister, the Department of Planning, Industry and Environment to be the Local Plan Making Authority for the Bywong and Wamboin E4 lands Planning Proposal.
2. The Department Planning, Industry and Environment be advised that this request is to allow the continuation of the additional scrutiny and “arm’s length” approach adopted by Council in the preparation of the review of the E4 zoning under the Palerang Local Environmental Plan 2014 and the subsequent Planning Proposal.

The resolution was carried unanimously.

8.7 Amendments to Development Control Plans

PLA137/20

RESOLVED (Harrison/Schweikert)

That Council:

1. Adopt the amended DCPs with the changes as set out in this report including the actions in Attachment 1.
2. Note that the references to QPLEP 2020 in these amended DCPs will become effective on the date that the draft QPLEP 2020 is notified (gazetted).

The resolution was carried unanimously.

8.8 QPRC 2019/20 Financial Statements - Referral to Audit

PLA138/20

RESOLVED (Hicks/Overall)

That Council:

1. Refer the 2019/20 Financial Statements to audit in accordance with section 413(1) of the *Local Government Act 1993*.
2. Note that the 2019/20 financial statements have been prepared in accordance with:
 - a) The *Local Government Act 1993* and regulations made thereunder
 - b) The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
 - c) The Local Government Code of Accounting Practice and Financial Reporting.

3. Note that the 2019/20 financial statements present fairly the operating result and financial position and accord with Council's accounting and other records.
4. Note the financial statements will be adjusted to include gifted infrastructure assets, once the valuation is complete.
5. Is not aware of any matter that would render these statements false or misleading in any way.
6. Delegate authority to the Mayor, Deputy Mayor, CEO and Responsible Accounting Officer to sign the Statement by Councillors and Management for the General Purpose Financial Statements and Special Purpose Financial Statements.
7. Delegate authority to the CEO to issue the financial statements upon receipt of the audit report.

The resolution was carried unanimously.

9. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

9.1 AR Bluett Award Submission 2019-2020

PLA139/20

RESOLVED (Biscotti/Schweikert)

That Council receive the report for information.

The resolution was carried unanimously.

9.2 Progress of Development Application for Queanbeyan Civic and Cultural Precinct

PLA140/20

RESOLVED (Taylor/Biscotti)

That the report be received for information.

The resolution was carried unanimously.

10. REPORTS OF COMMITTEES

10.1 Minutes of the Braidwood and Curtilage Heritage Advisory Committee Meeting held on 13 August 2020

PLA141/20

RESOLVED (Marshall/Schweikert)

That Council note the Minutes of Braidwood and Curtilage Heritage Advisory Committee held on 13 August 2020.

The resolution was carried unanimously.

11. NOTICES OF MOTIONS

11.1 Bungendore Carpark

RESOLVED (Overall/Biscotti)

That prior to calling tenders for the construction of the Bungendore carpark, Council:

1. Hold a workshop on 16 September to consider options.
2. Consider acquiring rear sections of 15 and 17 Gibraltar St together with a pedestrian right of way and incorporate two greenspace areas (in addition to the planned tree plantings) in the overall design, and landscape the green pedestrian access to Gibraltar Street (Option C).
3. Refer revised plans to the Bungendore Town Centre and Environs Committee (BTCEC) for comment following the workshop, and for preliminary identification of alternative options for a village green to compare against.
4. Refer to NSW Police for comment on passive crime prevention design measures applicable to the current and redrawn carpark.
5. Bring forward the Bungendore Place Plan with funding determined at the September quarterly review.
6. Receive a further report on the matter.

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

11.2 Bungendore High School Proposal

MOVED (Marshall/Winchester)

That Council conduct community consultation on issues surrounding the proposal to build a high school in the vicinity of Gibraltar St and Majara St, Bungendore

During discussion Cr Schweikert raised a point of order stating that the Code of Meeting Practice states that if a Councillor has been misrepresented they are allowed to speak a second time. The Mayor upheld the point of order and allowed Cr Schweikert to speak again.

The motion (of Crs Marshall and Winchester) was PUT and LOST.

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

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

There were no items.

13. CONCLUSION OF THE MEETING

The time being 7.25pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

9.1 Position of Deputy Mayor for 2020-2021 (Ref: ; Author: Knight/Ferguson)

File Reference: 52.6.1

Summary

The Minister for Local Government's order under section 318B(1)(a1) of the *NSW Local Government Act 1993* (the Act) to suspend the election requirements of the Act includes a provision that mayors elected in September 2019, as in QPRC's case, will continue to hold office until that date. Conversely, the position of deputy mayor and the duration of the term of office are determined by individual councils.

Recommendation

That:

1. Council elect a Deputy Mayor for the remainder of the Mayoral 2019-2021 term.
 2. The method of ballot for the position of Deputy Mayor be by open voting (show of hands) pursuant to Schedule 7, Part 1(3) of the *Local Government (General) Regulation 2005*.
-

Background

The deputy mayor of a council is the person who may be elected to the office by councillors from among their number. A deputy mayor elected by councillors may hold that office for the mayoral term (two years) or for a shorter term, and commences the day the person elected to that office is declared elected.

The election of the deputy mayor must be conducted in accordance with clause 394 and Schedule 7 of the *Local Government (General) Regulation 2005*.

At its meeting on 25 September 2019, Council resolved as follows:

311/19 RESOLVED that:

1. Council elect a Deputy Mayor for Mayoral 2019-2020 term.
2. The method of ballot for the position of Deputy Mayor be by open voting (show of hands), pursuant to Schedule 7, Part 1(3) of the *Local Government (General) Regulation 2005*.

Council elected Cr Trudy Taylor as Deputy Mayor for one year, and as her term has now concluded, Council should decide whether it wishes to elect a Councillor to the position of Deputy Mayor for the remainder of the 2019-2021 Mayoral term.

Should it decide to elect a Deputy Mayor, Council can choose one of the following methods of ballot:

- Open voting – by show of hands;
- Ordinary ballot – a secret ballot (placing an "X" against the candidate of their choice);
- Preferential ballot – placing 1, 2, 3 etc against each candidate's name.

Election Procedure

A detailed explanation of the Deputy Mayoral Election Procedures is available from the Office of Local Government's website at <https://www.olg.nsw.gov.au/sites/default/files/OLG%20-%20September%202018%20mayoral%20elections%20-%20Fact%20Sheet.pdf>

**9.1 Position of Deputy Mayor for 2020-2021 (Ref: ; Author: Knight/Ferguson)
(Continued)**

Briefly, Clause 3(1) of Schedule 7 of the Regulation provides that if only one councillor is nominated, that councillor is declared elected.

Clause 3(2) of Schedule 7 provides that if more than one councillor is nominated, the Council is to resolve whether the election is to be by open voting, ordinary ballot or preferential ballot.

Clause 6 of Schedule 7 provides that if there are only two candidates, the candidate with the higher number of votes is elected.

However, if there are only two candidates and their votes are tied, the election is chosen by lot.

Clause 7 of Schedule 7 provides that if there are three or more candidates, the one with the lowest number of votes is to be excluded and a further vote is taken of those remaining candidates and the one with the lowest number of votes from that further vote is excluded.

The above procedure is to be repeated until two candidates remain. If two or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

Returning Officer

Clause 1 of Schedule 7 of the Regulation provides that the CEO or their delegate is the returning officer for the election.

Nominations

Clause 2 of Schedule 7 provides that a councillor may be nominated without notice and that such nomination is to be made in writing by two or more councillors. The nomination is not valid unless the nominee has shown consent to the nomination in writing.

The Returning Officer is to conduct the election.

Implications***Legal***

The election of deputy mayor must be conducted in accordance with the *NSW Local Government Act 1993* and the *NSW Local Government (General) Regulation 2005*.

Conclusion

Council is asked to determine whether it wishes to fill the position of deputy mayor for the remainder of the two-year mayoral 2019-2021 term, and if so, to choose the method of ballot for the election. The options are open voting (show of hands), ordinary ballot (secret ballot) or preferential ballot. It is recommended that the election be by open voting. The CEO is the Returning Officer for the election.

Attachments

Nil

9.2 Ballot Papers for the Election of Deputy Mayor (Ref: ; Author:
Knight/Ferguson)

File Reference: 52.6.1

Summary

NOTE: This recommendation will only be applicable if Council chooses to conduct the method of election of the deputy mayor by ordinary or preferential ballot.

Clause 391(4) of the *Local Government (General) Regulation 2005* refers to the security of election materials and the destruction of ballot papers used in the election of the mayor and/or deputy mayor.

Recommendation

That the ballot papers in respect of the deputy mayoral election be destroyed at the expiration of six months from the date of the election pursuant to Clause 391(4) of the *Local Government (General) Regulation 2005*

Background

The security and destruction of ballot papers are managed in accordance with Clause 391(4) of the *Local Government (General) Regulation 2005*.

If Council resolves to conduct an election for the Deputy Mayor by ordinary or preferential ballot, then ballot papers will be required.

Implications

Legal

In accordance with *Local Government (General) Regulations 2005*.

Conclusion

Council is asked to authorise the destruction of ballot papers, if used during the election of the Deputy Mayor, six months from the date of the election in accordance with Clause 391(4)(a) of the *Local Government (General) Regulation 2005*.

Attachments

Nil

9.3 Delegations to the Deputy Mayor 2020-2021 (Ref: ; Author: Knight/Ferguson)

File Reference: 52.4.3

Summary

It is necessary to provide delegations to the Deputy Mayor to enable Council to operate outside the Ordinary meetings, should the Mayor be unavailable.

Recommendation

That pursuant to the powers conferred on it by Section 377(1) of the *Local Government Act 1993* and by any other Act or Regulation the administration of which the Council is charged, the Council with these powers, delegates to:

Councillor (insert name) Deputy Mayor

- 1. During the absence of the Mayor from the Council area or where the Mayor is unable to carry out his duties, the powers delegated to the Mayor, Councillor Tim Overall under Section 377(1) of the *Local Government Act 1993* be transferred to the Deputy Mayor.**
-

Background

Pro forma delegations for the Mayor and Deputy Mayor are listed below:

Mayor

That pursuant to the powers conferred on it by Section 377(1) of the *Local Government Act 1993* and by any other Act or Regulation the administration of which the Council is charged, the Council with these powers delegates to Councillor Tim Overall:

1. To carry out any function conferred on, and duty imposed on, the Mayor under any Act or regulation.
2. Generally supervise the CEO.
3. Authorise any works/services pursuant to Section 252 and Council's "Policy on the payment of expenses and provision of facilities for the mayor and councillors" and shall ensure that the account for such works/services so authorised is submitted for payment by the Council in accordance with the Code.
4. In conjunction with the CEO, authorise Councillors to attend and represent Council at meetings, seminars, conferences and the like, where time does not permit authorisation by Council.

The Mayor, Cr Overall, was delegated authority as above by Resolution 312/19 of 25 September 2019. The delegations have not been revoked.

Deputy Mayor

That pursuant to the powers conferred on it by Section 377(1) of the *Local Government Act 1993* and by any other Act or Regulation the administration of which the Council is charged, the Council with these powers, delegates to:

Councillor (name) Deputy Mayor

1. During the absence of the Mayor from the Council area or where the Mayor is unable to carry out his duties, the powers delegated to the Mayor,

9.3 Delegations to the Deputy Mayor 2020-2021 (Ref: ; Author: Knight/Ferguson)
(Continued)

Councillor (name) under Section 377(1) of the *Local Government Act 1993* be transferred to the Deputy Mayor.

Implications

Legal

The delegations to the Deputy Mayor are in accordance with the *NSW Local Government Act 1993*.

Conclusion

Delegations to the Deputy Mayor are necessary to enable Council, should the Mayor be unavailable, to operate outside the Ordinary Council meetings.

Attachments

Nil

9.4 Council Meeting Schedule (Ref: ; Author: Knight/Ferguson)

File Reference: 52.3.2

Summary

Council has an opportunity to review the schedule for its Ordinary and Committee meetings and workshops. In doing so, Council should ensure that the safety and wellbeing of Councillors and staff are addressed in terms of the duration of meetings and adjournments for meal breaks.

Recommendation

That Council:

- 1. Reaffirm the following meeting schedule:**
 - a. Planning and Strategy Committee meetings be held on the second Wednesday of each month except December and January, in the Council Chambers, Queanbeyan, commencing at 5.30pm.**
 - b. Ordinary Council meetings be held on the fourth Wednesday of each month except December, in the Council Chambers, Queanbeyan (subject to COVID-19 restrictions and the *Local Government Act 1993*), commencing at 5.30pm and concluding no later than 9.30pm.**
 - c. An Ordinary Council meeting be held on the third Wednesday of December at 5.30pm in the Council Chambers, Queanbeyan (subject to COVID-19 restrictions and the *Local Government Act 1993*), the agenda for which may include any planning matters that require Council's consideration.**
 - d. The agenda for the Ordinary meeting to be held in January each year include any planning matters that require Council's consideration.**
 - 2. Note IT infrastructure is to be upgraded to accommodate live-streaming and Zoom meetings.**
-

Background

Council is required to meet formally at least ten times per annum, each time in a different month (s.365 of the *Local Government Act 1993*). Extraordinary meetings may be held at any time, subject to the appropriate statutory notice being given.

Council may choose to retain its existing schedule or set a different schedule. At its meeting on 25 September 2019, Council resolved as follows:

313/19 RESOLVED that Council reaffirm the following meeting schedule:

1. Planning and Strategy Committee meetings be held on the second Wednesday of each month except December and January, in the Council Chambers, Queanbeyan, commencing at 5.30pm.
2. Ordinary Council meetings be held on the fourth Wednesday of each month except December, in the Council Chambers, Bungendore, commencing at 5.30pm.
3. An Ordinary Council meeting be held on the third Wednesday of December at 5.30pm in the Council Chambers, Bungendore, the agenda for which may include any planning matters that require Council's consideration.

9.4 Council Meeting Schedule (Ref: ; Author: Knight/Ferguson) (Continued)

4. The agenda for the Ordinary meeting to be held in January each year include any planning matters that require Council's consideration.

Council will recall that the Office of Local Government (OLG) issued Circular 20-09 on 25 March 2020, advising that:

- Amendments have been made to the Local Government Act 1993 (the Act) allowing councils to meet remotely to assist them to manage the risk of transmission of the COVID-19 virus at their meetings and to ensure compliance with the Public Health Order. The amendments take effect immediately.
- The amendments will operate for a period of six months, but may be extended to 12 months by regulation if required.

QPRC's Ordinary and Planning & Strategy Committee meetings are live-streamed and have been held by audio-visual means in the Council Chambers Queanbeyan since the Act was amended. Given the current situation relating to COVID-19, OLG has signalled that councils will be able to continue holding meetings in this way for another six months. Should this be the case, the recommendation reflects the potential to retain Queanbeyan as the location for all of Council's meetings, using the IT infrastructure set up for this purpose.

Council Term 2021 – 2024

Following next year's local government general elections, the new Council will be given the opportunity to review its meeting schedule. An option that will be presented to the new Council for consideration is that Ordinary meetings be held every three weeks, with workshops being held on the preceding two Wednesdays.

Implications

Legal

The *NSW Local Government Act 1993* informs the setting of the schedule and time limits of meetings and workshops.

Policy

Council adopted its Code of Meeting Practice on 24 April 2019, based on the Model Code released by the OLG. Clause 18 of the Code refers to the time limits on Council and Committee meetings as follows:

18 TIME LIMITS ON COUNCIL MEETINGS

18.1 Meetings of the council and committees of the council are to conclude no later than 9.30pm with a 30 minute meal break called at 7.30pm. If the Chair believes the meeting is close to dealing with all of its business at 7.30pm then he/she can move to continue the agenda until all remaining business is dealt with.

18.2 If the business of the meeting is unfinished at 9.30pm, then the Chair may move to extend the time of the meeting by a further 30 minutes.

18.3 If the business of the meeting is unfinished at 9.30pm, and the council does not resolve to extend the meeting, the chairperson must either:

- (a) defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or
- (b) adjourn the meeting to a time, date and place fixed by the chairperson.

9.4 Council Meeting Schedule (Ref: ; Author: Knight/Ferguson) (Continued)

- 18.4 Clause 18.3 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.
- 18.5 Where a meeting is adjourned under clause 18.3 or 18.4, the general manager must:
- (a) individually notify each councillor of the time, date and place at which the meeting will reconvene, and
 - (b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

Conclusion

Council is asked to reaffirm its existing schedule for Ordinary and Committee meetings and workshops, which have been set to ensure that the issues of safety and wellbeing of Councillors and staff are addressed.

The IT infrastructure supporting live-streaming and Zoom/Teams meetings will be upgraded as a more permanent feature in meeting rooms.

Attachments

Nil

9.5 Committee Delegates and Representatives for 2020-2021 (Ref: ; Author: Knight/Ferguson)

File Reference: 52.3

Summary

Council is asked to appoint its representatives and delegates to a number of Council, regional, advisory and locality committees, and external organisations for the coming year. All nominees are required to accept nomination before being formally appointed. It is recommended that Council determine the method of voting to be by open voting, should there be more than one nomination for a particular committee.

Recommendation

That Council:

- 1. Call for nominations for delegate/s for each of the committees and organisations that require Council's representation.**
 - 2. If more than one nomination is received for a delegate's position, determine that the method of ballot for the election be by open voting (show of hands), pursuant to Schedule 7, Part 1(3) of the *Local Government (General) Regulation 2005*.**
 - 3. Formally appoint its delegates to all Council, regional, advisory and locality committees and external organisations for 2020-2021.**
-

Background

The most appropriate delegates should be appointed to represent the interests of Council and the community. In some instances, the representatives may include staff members and/or members of the community.

Councillors may nominate themselves and/or other Councillors for each committee or organisation. If nominated by another Councillor, the nominee must accept nomination prior to appointment.

If there are two or more nominations for a position as delegate or representative, an election may take place. It is recommended that any such election be conducted by open voting (show of hands).

The following table lists all Committees and external organisations, their current delegates and the frequency of meetings.

	COMMITTEE	CURRENT DELEGATE	Frequency
	COUNCIL COMMITTEES		
1	Planning and Strategy Committee of the Whole	Whole Council	Monthly

9.5 Committee Delegates and Representatives for 2020-2021 (Ref: ; Author: Knight/Ferguson) (Continued)

	ORGANISATIONAL COMMITTEES		
2	Audit, Risk and Improvement Committee	Cr Harrison and Portfolio GM Organisation Capability	Quarterly
3	Australia Day and Community Awards Committee	Mayor, Portfolio GM Community Choice, Service Manager Recreation and Culture	As required
4	Australia Day Organising Committee	Cr Schweikert, Cr Hicks, Portfolio GM Community Choice and Service Manager Recreation and Culture (Note: Council may nominate a person for organising the Bungendore event)	As required
5	Consultative Committee on Aboriginal Issues	Cr Marshall	Quarterly
6	Dangerous Dog Panel	Cr Taylor, Service Manager Communications & Customer Service	As required
7	Disability Access Committee	One Councillor	As required
8	CEO Performance Review Committee	Mayor, Deputy Mayor, Crs Harrison, Hicks and Schweikert	Six-monthly
9	Queanbeyan-Palerang Library Service – NSW Public Library Zone	Cr Winchester	As required
10	Queanbeyan Sporting Gallery Committee	Mayor	As required
11	Sports Council	Crs Winchester, Hicks and Biscotti	Quarterly
12	Sister City Committee	Mayor and Cr Noveska; Portfolio GM Community Choice; Service Manager Governance & Risk	As required
	STATUTORY COMMITTEES		
13	Dargues Reef Community Consultative Committee	Cr Harrison	As required
14	District Liaison Committee	Cr Schweikert; CEO; RFS representatives	Biannually
15	Integrated Water Cycle Management Project Reference Group	Cr Marshall	As required
16	Jupiter Wind Farm Community Consultative Committee	Cr Hicks	As required
17	Lake George Bush Fire Management Committee	Cr Overall	Biannually
18	Lake George Emergency Management Committee	Portfolio GM Community Connections (Chair) (<i>State Emergency and Rescue Management Act 1989</i>)	Quarterly
19	Local Traffic Committee	Cr Schweikert; Portfolio GM Community Connections	Bi-monthly
20	Old Cooma Road Holcim Quarry Consultative Committee	Cr Hicks	As required

9.5 Committee Delegates and Representatives for 2020-2021 (Ref: ; Author: Knight/Ferguson) (Continued)

LOCALITY COMMITTEES			
21	Araluen	Crs Winchester and Marshall	Biannually
22	Braidwood	Crs Overall and Noveska	Biannually
23	Bungendore	Crs Schweikert and Biscotti	Biannually
24	Burra	Crs Hicks and Taylor	Biannually
25	Captains Flat	Crs Hicks and Marshall	Biannually
26	Wamboin	Cr Harrison	Annually
ADVISORY COMMITTEES			
27	Braidwood and Curtilage Heritage Advisory Committee	Cr Marshall; QPRC Heritage Advisor	As required
28	Braidwood Floodplain Risk Management Committee	Cr Harrison	As required
29	Bungendore Floodplain Risk Management Committee	Cr Schweikert	As required
30	Bungendore Town Centre and Environs Committee	Staff	Quarterly
31	Captains Flat Floodplain Risk Management Committee	Has ceased to exist but will be re-formed in the future	
32	Cultural Development and Public Arts Advisory Committee	Cr Noveska (Chair); one Councillor as alternate Chair; Service Manager Recreation & Culture or Cultural Development Coordinator	Quarterly
33	Economic Advisory Panel	Cr Schweikert	Quarterly
34	Environment and Sustainability Advisory Committee	Cr Marshall	Quarterly
35	Q Advisory Board	Cr Noveska, Chair Cultural Advisory Committee; Portfolio GM Community Choice	Bi-monthly
36	Queanbeyan Flood Management Committee	Cr Harrison	As required
37	QPRC Heritage Advisory Committee	Crs Overall and Marshall; QPRC Heritage Advisor; Portfolio GM Natural and Built Character	Bi-monthly
38	Queanbeyan Showground Advisory Committee	Cr Taylor	As required
39	Queanbeyan Trust Committee	All Councillors	As required
40	Tourism Advisory Board	Cr Schweikert	Quarterly
41	Youth Advisory Council	Cr Taylor, Cr Winchester (Chair and Deputy Chair to be elected from community membership)	Quarterly
REGIONAL COMMITTEES			
42	ACT-NSW Cross Border Illegal Dumping Steering Committee	Portfolio GM Community Connections	As required
43	Canberra Airport Community Aviation Consultation Group	Cr Schweikert CEO (Planning Group)	Quarterly
44	Canberra Region Joint Organisation (CRJO)	Mayor	Bi-monthly

9.5 Committee Delegates and Representatives for 2020-2021 (Ref: ; Author: Knight/Ferguson) (Continued)

45	Community Safety Precinct Committee – Monaro Local Area Command	Cr Overall and Schweikert	As required
46	ACT and Region Catchment Management Coordination Group	CEO or Portfolio GM Natural Built Character	Bi-monthly
47	South-East Weight of Loads Group	Staff	As required
48	South East Australia Transport Strategy (SEATS)	Cr Harrison and Portfolio GM Community Connections	Quarterly
49	Southern Joint Regional Planning Panel	Cr Harrison Cr Marshall (alternate)	As required
50	Southern Tablelands Arts Board	Portfolio GM Community Choice	As required
51	Upper Murrumbidgee Catchment Network	CEO or nominee	Quarterly
52	WaterNSW (Local Government Reference Panel)	Staff	As required
53	Woodlawn Eco-Precinct Community Liaison Committee (Veolia)	Cr Schweikert	Quarterly
WORKPLACE COMMITTEES			
54	Risk Committee	Management representatives and staff representatives	Bi-monthly
55	Workplace Consultative Committee	Management representatives and staff/union representatives	Monthly
56	Workplace Health and Safety Committee	Management representatives and staff representatives	Monthly
57	Workplace Innovation Group	Staff	Bi-monthly
58	Workplace Access Committee (TBC)	Staff	Half-yearly

It is noted staff are also members of several regional planning, environment and infrastructure groups with government agencies and other councils or associations.

Implications

Legal

The method of ballot is recommended in accordance with Schedule 7, Part 1(3) of the *Local Government (General) Regulation 2005*.

Conclusion

Council is asked to appoint its delegates and representatives to committees and external organisations for 2020-2021, and if voting is required, the method of ballot be by open voting (show of hands). All nominees must accept nomination prior to appointment to each Committee and organisation.

Attachments

Nil

9.6 Development Application DA.2020.1157 - 33-35 Thurrallilly Street, Queanbeyan East - Demolition of Existing Dwellings, Construction of 8 x 2 Storey Multi-dwelling Units and Strata Subdivision (Ref: ; Author: Thompson/Dixon)

File Reference: DA.2020.1157

Summary

Reason for Referral to Council

This application has been referred to Council because the application involves a variation to a number of requirements in a development control plan.

Proposal:	Demolition of existing dwellings, construction of eight, two storey multi-dwelling units and strata subdivision to create eight lots and common property
Applicant/Owner:	Tomi Milin / Shine Group (Act 2) Pty Limited
Subject Property:	Lot 31 & 32 DP 517162, No. 33 & 35 Thurrallilly Street, Queanbeyan East
Zoning and Permissibility:	R3 Medium Density Residential under Queanbeyan Local Environmental Plan 2012
Public Submissions:	1
Issues Discussed:	Planning Requirements Setbacks Privacy
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

Recommendation

That:

- 1. Approval be granted to a variation to Part 3C, Clause 3C.5.3 of the Queanbeyan Development Control Plan 2012 to allow for variations to all setbacks for the following reasons:**
 - (a) All variations are minor in nature and equate to approximately 8m² in total floor area;**
 - (b) The units have been designed to minimise any overlooking onto adjoining properties through the use of privacy screening on habitable windows;**
 - 2. Development application DA.2020.1157 for a the demolition of existing dwellings, construction of eight, two storey multi-dwelling units and strata subdivision to create eight lots and common property on Lot 31 & 32 DP 517162, No. 33 & 35 Thurrallilly Street, Queanbeyan East, be granted conditional approval.**
 - 3. Those persons who lodged a submission on the application be advised in writing of the determination of the application.**
-

**9.6 Development Application DA.2020.1157 - 33-35 Thurrallilly Street, Queanbeyan East - Demolition of Existing Dwellings, Construction of 8 x 2 Storey Multi-dwelling Units and Strata Subdivision (Ref: ; Author: Thompson/Dixon)
(Continued)**

Background

Proposed Development

The application proposes the demolition of the existing dwelling houses, erection of eight multi-dwelling housing (two-storey) and strata subdivision of these units and the common property. The application was notified and one submission was received. Issues identified in the assessment included privacy impacts internally and to adjoining neighbours, setback variations and solar access to internal private open space. These were rectified through discussions with the applicant. The proposal is recommended for approval with recommended conditions of consent.



Figure 1: Artist impression of proposed development

Subject Property

The subject site is made up of two allotments legally described as Lot 31 & 32 DP 517162 and is commonly known as 33 and 35 Thurrallilly Street. The site is located on the northern side of Thurrallilly Street and the individual lots have areas of 948.49m² (33) and 1068.63m² (35) with a cumulative area of 2017.12m².

Both sites are relatively flat with minimal vegetation which is all exotic. Existing development on the sites comprise two existing dwelling houses and detached single garages to the rear of the lots. Vehicular access is provided to the site via an existing driveways from Thurrallilly Street. The design of these will be changed with the proposal to create one entry to the site. Existing development within the locality consists of multi-dwelling units, industrial businesses and the Yass Road Bowling Club.

9.6 Development Application DA.2020.1157 - 33-35 Thurrallilly Street, Queanbeyan East - Demolition of Existing Dwellings, Construction of 8 x 2 Storey Multi-dwelling Units and Strata Subdivision (Ref: ; Author: Thompson/Dixon)
(Continued)

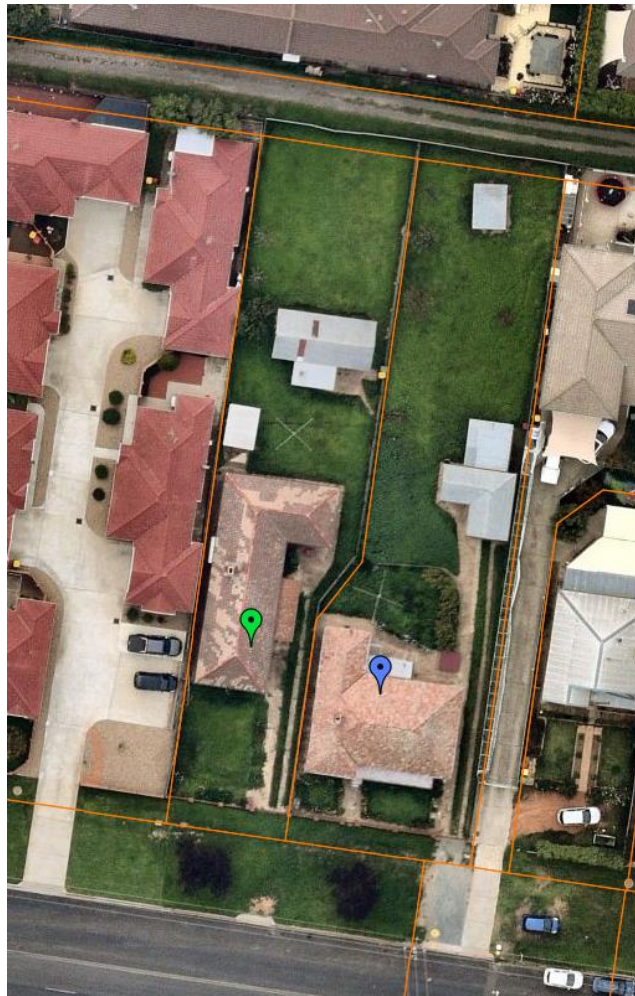


Figure 2: Locality plan



Figure 3: 33 and 35 Thurrallilly Street

**9.6 Development Application DA.2020.1157 - 33-35 Thurrallilly Street, Queanbeyan East - Demolition of Existing Dwellings, Construction of 8 x 2 Storey Multi-dwelling Units and Strata Subdivision (Ref: ; Author: Thompson/Dixon)
(Continued)**

Planning Requirements

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

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

1. State Environmental Planning Policy No 55 -Remediation of Land;
2. State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004;
3. State Environmental Planning Policy (Infrastructure) 2007;
4. Queanbeyan Local Environmental Plan 2012 (QLEP).
5. Queanbeyan Development Control Plan 2012 (QDCP)

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

(a) *Compliance with LEP*

The application generally satisfies all sections of the QLEP.

(b) *Compliance with DCP*

The application generally satisfies the requirements of the QDCP except for the following issues which require variations or imposition of specific conditions.

3C.5.3 – *Setbacks* – The application does not comply with the requirements for front, rear and side setbacks. While numerous, the variations are all minor in nature. Discussion on the variations is shown below.

The Performance Criteria to be achieved when considering setbacks are as follows:

- a) Setbacks should complement the streetscape.
- b) Lower scale development may be permitted to encroach within the setback area where it enhances the design of buildings and complements the streetscape.
- c) Setbacks should provide for sufficient landscaping to reduce the bulk and scale of buildings.
- d) Building elements within a setback encroachment area should provide a transition in building form to reduce bulk and scale.

**9.6 Development Application DA.2020.1157 - 33-35 Thurrallilly Street, Queanbeyan East - Demolition of Existing Dwellings, Construction of 8 x 2 Storey Multi-dwelling Units and Strata Subdivision (Ref: ; Author: Thompson/Dixon)
(Continued)**

Front Setbacks – QDCP requires that a minimum setback of 6 metres should be provided to the main street frontage for a two storey building (height up to 8.5m).

Some minor portions of the first floor encroach into the front setback as well as some articulation features. Generally this design is acceptable given these structures are not solid or dominating walls. Further, the development meets the objectives of this clause by providing consistency in the streetscape given adjoining lots have similar architectural features encroaching into the 6 metre front setback. There is an abundance of landscaping which will soften these features and it is determined the features will create an attractive development along Thurrallilly Street. As such the front setback variation is supported.

Side and Rear Setbacks - QDCP requires that setbacks to side and rear boundaries be as follows:

Table 3 Side and Rear Setbacks

Number of Storeys (height in metres)	Minimum Setback from Side and Rear Boundaries
1 (6m)	3.0m
2 (8.5m)	3.5m
3 (11m)	4.0m
4 (14m)	5.0m

The actual side and rear setbacks proposed for the development are shown in the table below.

Unit	Ground Floor (Min 3.0m)	First Floor (Min 3.5m)
1	Side: 2.888 metres* Rear: NA	Side: 3.048 metres* Rear: NA
2	Side: 2.928 metres* Rear: NA	Side: 3.088 metres* Rear: NA
3	Side: 3.288 (Complies) Rear: NA	Side: 3.448 metres* Rear: NA
4	Side: 2.928 metres* Rear: 3.001 metres (complies)	Side: 3.088 metres* Rear: 3.161 metres*
5	Side: 2.928 metres* Rear: 3.001 metres (complies)	Side: 3.088 metres* Rear: 3.161 metres*
6	Side: 3.288 (Complies) Rear: NA	Side: 3.448 metres* Rear: NA
7	Side: 2.928 metres* Rear: NA	Side: 3.088 metres* Rear: NA
8	Side: 2.888 metres* Rear: NA	Side: 3.048 metres* Rear: NA

The side and rear setbacks proposed to be varied are Noted with and * in the table above. Although numerically there is a large number of variations proposed their minor nature means that their cumulative impact will be minimal.

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The applicant's justification for the variations is:

- The total floor area of the variation is 8m²;
- The setbacks allow for articulation along the east and west facades providing interest in the dwellings; and,
- Minimal objections have been raised for the proposal as appropriate privacy measures have been implemented into the design.

Although it is not ideal to have such a large number of side setbacks varied, the developer raises a valid point that the cumulative impact is not adverse. The design has allowed variation in the side and rear setbacks ensuring the entire development is not encroaching (see Figures 4 and 5 below). Further, protective screening has been placed on the windows on the upper level to a height of 1.5 – 1.7 metres (depending on the privacy impact) to avoid any direct overlooking. Overshadowing is not unreasonable given the neighbouring lots sit on zero lot lines ensuring the development will not overshadow POS areas. These variations are considered minor and are therefore supported in this instance.

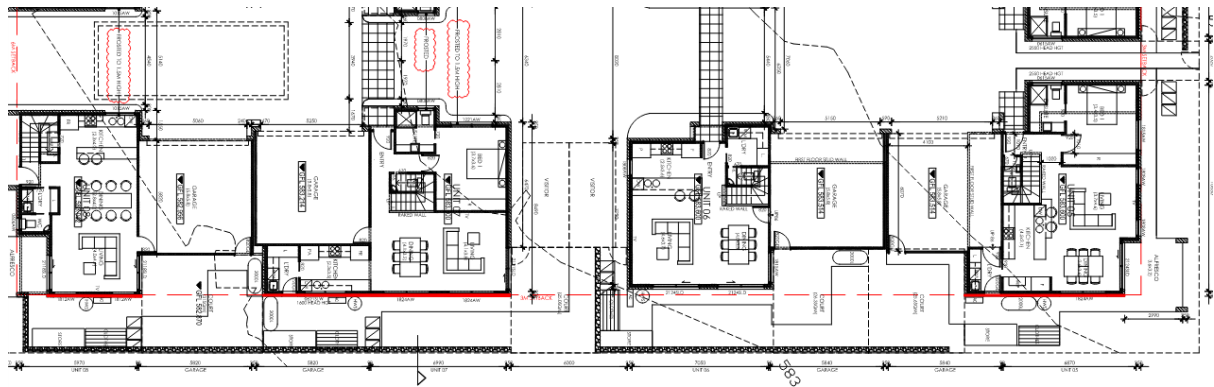


Figure 4: Ground floor side and rear setback encroachments. Permissible setback shown by red dotted line. Extent of encroachment shown by heavy red line.

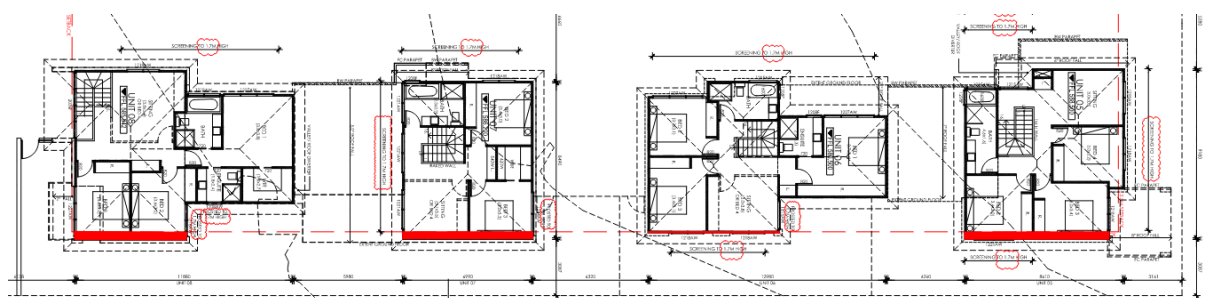


Figure 5: First floor side and rear setback encroachments. Permissible setback shown by red dotted line. Extent of encroachment shown by heavy red line.

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(Continued)**

3C.5.8 - Visual and Acoustic Privacy

The proposed upper storey levels contain bedrooms, bathrooms and a sitting room (alternatively bedroom 4). Given the close setbacks treatment of the windows in these upper storey areas is required to mitigate impacts on privacy to neighbouring dwellings. It is therefore recommended that windows be treated in such a way that they are translucent to a height of 1.7 metres.

The applicant initially requested 1.5 metres however given neighbouring developments are on a zero lot line and there are a large number of side setback variations for the upper storey, it is not acceptable to have a 1.5 metre privacy screen to windows. This will negate any adverse privacy impacts.

The specific impacts on neighbouring premises (shown in Figure 6) and treatments recommended are detailed below.

37A Thurrallilly Street - Units 5 and 6 face into the principal open space (POS) and dwelling. 37A Thurrallilly Street is a two storey dwelling meaning the bedrooms located on unit 6 will face onto the dwelling while those from unit 5 will face into the POS area. A site inspection has been undertaken to consider the design of 37A Thurrallilly Street. It appears the window of bedroom 3 and sitting room from unit 6 will face onto the upper storey balcony at this lot. To mitigate this issue the applicant has imposed a 1.7 metre high screen to these windows. The impacts from unit 5 are similar however, face into the POS. As such the applicant has also imposed a 1.7 metre high privacy screen on the window on bedroom 2. Given the privacy measures implemented direct overlooking will not be possible.

37 Thurrallilly Street - 37 Thurrallilly Street is a single storey dwelling. No windows in the upper storey from units 8 and 7 face onto the neighbouring property.

29 Thurrallilly Street – Unit Development - Two units from this complex adjoin the subject site and sit on a zero lot line. Units 1 and 2 in the proposal have no windows on the upper storey and as such will not impact the neighbouring lot. The windows on the bedrooms and sitting areas of units 3 and 4 have 1.7 metre high privacy screening and as such will not impact the neighbouring properties by means of overlooking.

5 and 7-9 Waterloo Street – Unit Developments - Similarly to 37A Thurrallilly Street, the upper storey windows will be screened to a height of 1.7 metres to ensure direct overlooking is not possible.

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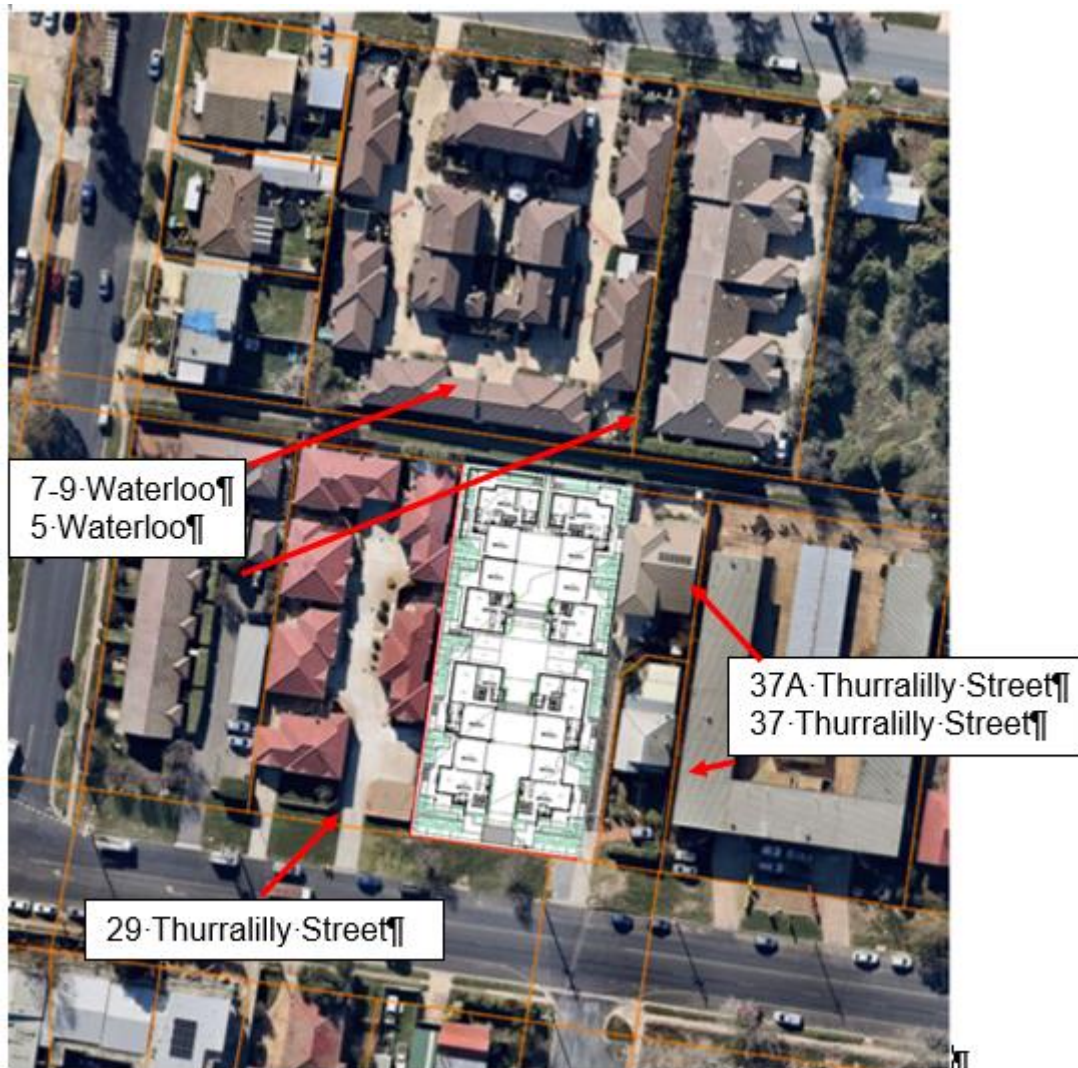


Figure 10: Development in conjunction with adjoining properties

Other Comments(a) Building Surveyor's Comments

Council's Building Officer offered no objections to the proposal, subject to the imposition of recommended conditions of consent.

(b) Development Engineer's Comments

Council's Development Engineer has commented on the proposal as follows:

Water - There is an existing 20mm potable water service and a water meter to each lot that are to be removed. The development proposes a new 32mm water service and meter to each unit. All water reticulation for potable water supply shall be minimum Series 2 PVC (mPVC) Class PN16 pipe as per Council's D11 & C401 Water Reticulation Design and Construction Specifications. An application for the new service is to be submitted to Council with supporting documentation from a hydraulic consultant demonstrating compliance in accordance with Council's D11 Water Reticulation Design Specifications. The disconnection and connection of the new water service will be carried out by Council at no cost to Council.

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(Continued)**

Sewer - The two lots are serviced by an existing 100mm sewer tie each. The sewer tie located on Lot 32 will be retained and utilised to service the proposed development. All other sewer ties should be disconnected and capped off. New sewer service connections will be carried out by Council at no cost to Council.

Storm Water - The proposed development is likely to increase stormwater runoff, therefore the development will need to implement an on-site detention (OSD) system to limit the site discharge to the predevelopment flowrates. The development proposes installing a SPEL Hydrosystem and Ecoceptor, which is a type of filtration/Gross Pollutant Trap system, prior to the inlet into the OSD tank.

A 20kL below ground OSD tank will be installed to deal with stormwater discharge from the development. The OSD tank utilises 2 x 100mm PVC pipes between the surcharge pit and the stormwater outlets at kerb side. The surcharge pit will be equipped with an 85mm diameter orifice plate. The orifice plate must be a minimum 3mm thick and corrosion resistant stainless steel as per the requirements of Council's D5 Stormwater Drainage Design Specification. The OSD capacity and hydraulic calculations have been provided with the civil drawings and have been checked for compliance with Council's D5 Stormwater Drainage Design Specification.

Access and Parking - In accordance with the Part 2 of the Queanbeyan Development Control Plan 2012, parking for multi-dwelling housing requires 2 parking spaces per 2 or more bedroom dwelling plus 1 space per 4 dwellings (in excess of 4 dwellings) visitor parking. The proposed development provides 16 spaces for the dwellings and four visitor spaces and as such complies with parking requirements.

Vehicle turning diagrams for a B85 class vehicle has been provided with the civil drawings which appears to be compliant with the requirements as per AS2890-1: Off-street car parking.

Section 64 Contributions – Water and sewer contributions will be payable for this development.

(c) Environmental Health Comments

If a single service per unit is proposed, each unit will have a set of 3 bins which they will need to house between servicing within each property. They cannot wheel the bins out through the house so will either need to keep them at the front of each property, within the garage or in the courtyards and then wheeled to the street for collection. They will need room for 16 bins each week on the kerbside.

If this does not suit they will need to have a shared service and build a waste enclosure that will house garbage bins, recycling and possibly green waste as they have courtyards. This would need to be to the DCP multi-unit requirements for a shared service.

(d) Heritage Advisor's Comments

The two cottages proposed for demolition are not heritage listed and lack any distinctive heritage character or features. They would appear to have no heritage significance and hence there is no heritage objection to their demolition. The development is not in the vicinity of any heritage listed dwellings and while there is an unlisted period cottage (c 1900) across the road, it will not be impacted due to the width of the road and verge, and the overall lack of heritage character in the streetscape. The Heritage Impact Statement lacks detail but considering the lack of significant attributes in the existing dwellings it is considered to be acceptable. No referral to the Heritage Committee is required.

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(Continued)**

(e) NSW Police Comments

The NSW Police provided the following recommendations to impose as a note on the consent if approved:

1. Ensure all door locks and window locks are of good quality and comply with the BCA;
2. Consideration to the installation of sensor lights at the front door of each townhouses as well as the access points to the garage entrances;
3. Consideration to the installation of convex mirrors in the driveway of the townhouses to ensure that any 'black spots' or areas with reduced visibility are covered to allow a safer passage for moving vehicles;
4. Consideration to the use of graffiti resistant paint or materials for the outer walls, in particular the ground level of construction;
5. In relation to the townhouses – the development of a maintenance plan, incorporating a graffiti management plan, as research has shown that the most effective strategy for reducing graffiti attacks is the quick removal of such material generally within 48 hour period; and,
6. Consideration to the installation of a CCTV of the townhouse complex including the carpark area where it is particularly prone to the offences of stealing (Steal from motor-vehicle).

Further, when selecting landscaping vegetation, consideration should be given to the possibility of areas becoming entrapment sites in the future. Lower tree limbs should be above average head height, and shrubs should not provide easy concealment (Under 70cm in height). Street trees should not be placed directly under street lighting. When mature they can block areas of light, creating shadows and dark places.

(f) Essential Energy Comments

Based on the documents submitted, Essential Energy has no comments to make as to potential safety risks arising from the proposed development. Their comments will be included as part of the consent.

Engagement

The application was notified in accordance with Council's Community Engagement and Participation Plan from 18/05/2020 to 01/06/2020 and 18/08/2020 to 03/09/2020, with one submission received. The issues raised include the following.

Privacy - *2 of the 8 units on the plan have a direct line of sight into my backyard, from an elevated position. This will affect my privacy as well as my property value if I choose to sell. I chose to build my house towards the back of the block to make sure that I had privacy from the flats next door. Now I will have two townhouses looking directly into my yard.*

Comments - Units 5 and 6 face into the POS and dwelling. 37A Thurrallilly Street is a two storey dwelling meaning the bedrooms located on unit 6 will face onto the dwelling while those from unit 5 will face into the POS area. A site inspection has been undertaken to consider the design of 37A Thurrallilly Street. It appears the window of bedroom 3 and sitting room from unit 6 will face onto the upper storey balcony at this lot. To mitigate this issue the applicant has imposed a 1.7 metre high, translucent screen to these windows. The impacts from unit 5 are similar however, face into the POS. As such the applicant has also imposed a 1.7 metre high privacy screen on the window on bedroom 2. Given the privacy measures implemented direct overlooking will not be possible.

**9.6 Development Application DA.2020.1157 - 33-35 Thurrallilly Street, Queanbeyan East - Demolition of Existing Dwellings, Construction of 8 x 2 Storey Multi-dwelling Units and Strata Subdivision (Ref: ; Author: Thompson/Dixon)
(Continued)**

Notification Process - *I am also unhappy with being told about the building plans from my old neighbour twice. A neighbour has been contacting you on my behalf and told me that a letter has been sent to me. I do not have a letter, except for the ones from my old neighbour.*

Comments - Administrative errors during notification occurred through the beginning of this application. Initially, the DA was lodged under 33 Thurrallilly Street only which subsequently meant those neighbours adjoining 35 Thurrallilly Street were not notified. A timeline of the events is below:

- The application was lodged on the 28 April 2020 under 33 Thurrallilly Street;
- This was initially notified to adjoining owners on the 15 May 2020. However, the proposal is located on two properties including 35 Thurrallilly Street. This meant residents and owners of land adjoining 35 Thurrallilly Street were not notified via letter. (i.e. 37A Thurrallilly Street, 37 Thurrallilly Street, 36 Thurrallilly Street and 5 Waterloo Street);
- Further the advertisement on Council's website did not state 33-35 Thurrallilly Street. This was corrected on 19 June 2020.
- New letters were sent on the 5 June 2020. However, a further error occurred and no letters were sent to those adjoining 35 Thurrallilly Street;
- This error was rectified on the 19 June 2020 when notification letters were sent to all the adjoining owners and occupiers of 35 Thurrallilly Street. In addition the advertised plans were available on Council's website for an extended time to ensure they were able to make comment during the 14 day timeframe.

Neighbours adjoining 33 Thurrallilly Street have had an opportunity to put in a submission from 15 May 2020 – 3 July 2020 whilst those adjoining 35 Thurrallilly Street have had from the 19 June – 3 July 2020. As such all properties have been notified for 14 days as per Council's Community Consultation Plan. Further, amended plans were put on notification from 18 August 2020 until the 3 September 2020 to all adjoining owners with no submissions received.

Conclusion

The submitted proposal for the demolition of existing dwellings, construction of eight, two storey multi-dwelling units and strata subdivision to create eight lots and common property on Lot 31 & 32 DP 517162, No.33 & 35 Thurrallilly Street Queanbeyan East, and is supported by a Statement of Environmental Effects. The proposal was notified to adjoining owner/occupiers and 1 submission was received.







The proposal has been assessed under Section 4.15 *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan Local Environmental Plan 2012* and *Queanbeyan Development Control Plan 2012*.

With some supported variations the development satisfies the requirements and achieves the objectives of these instruments.

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

**9.6 Development Application DA.2020.1157 - 33-35 Thurrallilly Street, Queanbeyan East - Demolition of Existing Dwellings, Construction of 8 x 2 Storey Multi-dwelling Units and Strata Subdivision (Ref: ; Author: Thompson/Dixon)
(Continued)**

Attachments

- | | |
|---|--|
| Attachment 1
 | DA.2020.1157 - 4.15 Matters for Consideration - 33-35 Thurrallilly Street, Queanbeyan East (<i>Under Separate Cover</i>) |
| Attachment 2
 | DA.2020.1157 - Plans - 33-35 Thurrallilly Street, Queanbeyan East (<i>Under Separate Cover</i>) |
| Attachment 3
 | DA.2020.1157 - Landscape Plan - 33-35 Thurrallilly Street, Queanbeyan East (<i>Under Separate Cover</i>) |
| Attachment 4
 | DA.2020.1157 - Strata Plan - 33-35 Thurrallilly Street, Queanbeyan East (<i>Under Separate Cover</i>) |
| Attachment 5
 | DA.2020.1157 - Submission (Redacted) - 33-35 Thurrallilly Street, Queanbeyan East (<i>Under Separate Cover</i>) |
| Attachment 6
 | DA.2020.1157 - Draft Conditions - 33-35 Thurrallilly Street, Queanbeyan East (<i>Under Separate Cover</i>) |

9.7 Proposed Road Naming - Various Locations (Ref: ; Author: Thompson/Lamont)

File Reference: 26.4.1-04

Summary

Council has identified two private roads (Right of Carriageways) and three Crown roads that require naming. The proposed names are:

- Rose Valley Road, Wog Wog
- Lilyvale Road, Boro
- Neilsen Road, Charleys Forest
- Bondola Road, Charleys Forest
- Maher Lane, Reidsdale

This report considers the names proposed and recommends endorsement for use.

Recommendation

That Council:

1. **Adopt in principle the names 'Lilyvale Road' and 'Rose Valley Road' as the proposed names for the private roads as shown in Attachment 1 and 'Neilsen Road', 'Bondola Road' and 'Maher Lane' for the Crown roads as shown in Attachment 2.**
 2. **Advertise the names for public comment for 28 days.**
 3. **Seek approval from the Geographical Names Board for the use of the names if no objections are received.**
-

Background

The delivery of emergency and other services are often impeded for residents and businesses when private road names are not officially recorded. In order to minimise confusion, to standardise address assignment and support emergency services, all road naming principles, procedures and processes should be applied to private roads in NSW.

Council has identified two private roads (Right of Carriageways) that require naming. They are:

Lilyvale Road – An unnamed Right of Carriage Way, Lilyvale Road comes off Boro Road, and extends in a south westerly direction for approximately 5km in total (see Attachment 1). The name Lilyvale originates from a subdivision that was started over 20 years ago in the local area. The road that was established as part of this subdivision was unofficially named Lilyvale Road, and the local residents have been using this name ever since and is the preferred choice for residents as it is familiar to them.

Rose Valley Road – An unnamed Right of Carriage Way off Charleys Forest Road approximately 6km from the intersection with Nerriga Road running to the east (see Attachment 1). This name has been used, by locals, unofficially for some time.

The names selected are generally unambiguous and easy to spell and pronounce. They are both recommended for public exhibition.

9.7 Proposed Road Naming - Various Locations (Ref: ; Author: Thompson/Lamont) (Continued)

As with private roads it is important that Crown roads in common use also be named. Council has identified three Crown roads that require naming. They are:

Neilsen Road - Unnamed Crown Road that extends 1.727km east off Charleys Forest Road. The Neilsen family were pioneers of this area and owned property from this road through to the Budawang Ranges. Almost all the Neilsen family from Charleys Forest are buried in the Heritage listed Cemetery located on the property 'Valeston', adjacent to this road, where the Neilsen family lived.

Bondola Road - Unnamed Crown Road that extends 1.082km east off Charleys Forest Road. Properties off this road go through the large property of what was once called Bondola and is still referred to as Bondola, by locals, to this day. This area was settled in the early 1920's. As the origin of the word Bondola is not known it has become part of the local vernacular.

Maher Lane - Unnamed Crown Road extends 1.035km south east off Sawyers Ridge Road. The Maher family (free settlers from Ireland) owned property to the east and south of this lane in the 1850's. The Maher family fostered a great community association in this time. Descendants of the Maher family still live in Reidsdale and the family have all been committed to the local Catholic church and community. They were also involved in the Co-operative Cheese Factory.

Consultation

Council has worked with local residents and the Geographical Names Board (GNB) to arrive at a list of names which differ from those elsewhere in the local government area and meet the criteria for road naming set down by the GNB. Council has chosen to use names that have already been in use but not officially recognised.

The Code of Practice for addressing premises requires the recommended road names to be reported to Council and then advertised for public comment. If supported by Council and the Geographical Names Board (GNB) and there are no objections received from notifications then the names will be sent to the GNB for endorsement an inclusion on their road naming register. If any objections are received then a further report will be put to Council.



Financial

Supply and erection of road name plates are to be borne by Council.

Conclusion

The names chosen are unique and interesting names appropriate to the local area concerned. The names have been selected in accordance with Council's Code of Practice for the Naming of Roads and the Geographical Names Board guidelines for the naming of roads.

Attachments

- | | |
|---|---|
| Attachment 1
 | Maps Showing the Location of Lilydale and Rose Valley Roads (<i>Under Separate Cover</i>) |
| Attachment 2
 | Map Showing the Location of Neilsen Road, Bondola Road and Maher Lane (<i>Under Separate Cover</i>) |

9.8 Draft Turallo Creek Management Plan (Ref: ; Author: Thompson/Holloway)

File Reference: 24.1

Summary

RMCG Consultants were contracted to prepare a Management Plan to guide rehabilitation of Turallo Creek between the railway and Tarago Road, Bungendore. The draft Management Plan focuses on the Creek (Crown water reserve) and immediately adjacent riparian area as an initial phase in developing a Plan for the entire area of public open space encompassing this stretch of Turallo Creek. The purpose of the Plan is to review current management of Turallo Creek and provide a planning framework that will identify and prioritise its capital, maintenance and management requirements, anticipating cost and resource demands for the future.

Recommendation

That Council:

- 1. Place the draft Turallo Creek Bungendore Management Plan on public exhibition for a period of 28 days.**
 - 2. Following the exhibition period, a report be presented to Council detailing outcomes of the exhibition period.**
-

Background

On 28 February 2018 Council resolved to provide funding for planning and clean up works at Turallo Creek, the main waterway through Bungendore. The works would focus on this large recreation area linking east and north Bungendore. Included in the resolution was the preparation of a scope of works for flood mitigation along Turallo Creek towards Halfway Creek and to consider the inclusion of \$60,000 in the 2018-2019 Operational Plan for phase 1 planning and phase 2 clean-up works. This funding was not allocated, however \$50,000 was allocated in the 2019/20 budget.

Phase 1 has developed a draft Plan, which is now available for public consultation. Phase 2 has commenced with the removal of woody debris and woody weeds growing within the channel to reduce immediate safety hazards. Phase 3 is expected to deliver rehabilitation works, which will be guided by the Management Plan and Project (operational) Plan.

Turallo Creek is also the focus of the *Bungendore Floodplain Risk Management Plan* (Worley Parsons 2014). Recent flooding resulted in inundation and deposition of debris from the Creek being deposited in neighbouring properties on the northern side of Turallo Terrace. There is also concern that large amounts of woody debris in the Creek could pose a danger to pedestrians and vehicles during a flood. The first stage of flood mitigation measures (clearing dense woody vegetation – mainly Crack Willow, Elm suckers and Hawthorn) is underway downstream at the confluence of Turallo and Halfway Creeks, with a DPI – Fisheries approved revegetation plan to address bank stabilisation and environmental concerns.

Invasive woody species (Crack Willow, Hawthorn, Privet and Blackberry) are a significant source of woody debris and create choke points which dam creek flow and create a hazard during flood events. The Management Plan addresses the problems caused by these species and proposes a staged approach to rehabilitate Turallo Creek to improve safety, amenity and environmental outcomes.

**9.8 Draft Turallo Creek Management Plan (Ref: ; Author: Thompson/Holloway)
(Continued)**

Implications***Legal***

No legal implications from publicly exhibiting this Plan have been identified.

Policy

No specific implications of exhibiting this draft Plan have been identified for Council policies.

Environmental

Incorporation of relevant public feedback on the draft Plan should improve its acceptance and ownership by the local community, and encourage participation in the rehabilitation process.

Sustainability

The Management Plan and Project Plan advocate a sustainable approach to removing exotic woody species:

- drill & fill/cut and paint to minimise herbicide use and off-target damage
- leaving intact root systems to continue their function in stabilising creek banks
- mulching and re-using woody material as far as possible
- staged weed removal and immediate revegetation to maintain cover and minimise effects on water quality
- re-establishment of native species to complement remaining non-invasive exotic trees and rehabilitate the Creek's environmental values (water quality, flow, wildlife habitat)

Incorporation of relevant public feedback on the draft Plan should improve its acceptance and ownership by the local community, ultimately leading to broader adoption of its management actions and involvement in sustaining its rehabilitation.

Social / Cultural

Incorporation of relevant public feedback on the draft Plan should improve its acceptance and ownership by the local community, community involvement in its ongoing management and enhancement of its role as an environmental and recreational asset. A recent customer service survey identified weed control as a concern, which is prominent in public reserves such as this.

Economic

Debris from woody weeds exacerbates the effects of flooding in the town and may cause damage to households in the vicinity of the Creek. Build-up of woody debris in this area poses risks to infrastructure and property.

Rehabilitation of the Creek has the potential to improve property values with improved water quality, amenity and habitat.

Strategic

This Management Plan complements works recommended in the *Bungendore Floodplain Risk Management Plan* (levee repairs, clearing and rehabilitation of the confluence, and diverting stormwater from Tarago Road) to protect the township and businesses from the effects of flooding.

**9.8 Draft Turallo Creek Management Plan (Ref: ; Author: Thompson/Holloway)
(Continued)**

Engagement

A planned community field day to elicit ideas from residents who use the area unfortunately failed to materialise due to COVID-19 restrictions. The consultant was provided with a list of neighbours of the reserve and other interested parties, and held individual meetings with respondents. Public exhibition and comment is all the more important in light of limited opportunity for earlier consultation.

Representatives from relevant services within Council have been involved in the development of the draft Plan.

Financial

Financial implications for Council from placing the draft Plan on public exhibition are limited to staff time in promoting the exhibition, reviewing feedback and assisting the contracted consultants to incorporate feedback.

If the Plan is adopted it is anticipated that Council resources will be available to commit sufficient funds to fully implement the staged project plan based on the Management Plan proposed for exhibition. This will further capitalise on funds already committed to the flood mitigation works at the confluence downstream. There is also potential to obtain external funds through the Crown Reserves Improvement Fund.

Resources (including staff)

Existing staff will manage the public consultation process with feedback incorporated into the Plan by the contracted consultants.

Integrated Plan

The draft Plan is consistent with the Community Strategic Plan priorities of 'Provision and maintenance of public areas...' and 'Protection of the natural environment'; and key goals 3.1.2 'Our region's urban landscapes are well managed and maintained promoting community pride' and 3.1.3 'Our natural landscapes and water resources are sustainably managed'. The draft Plan is also consistent with delivering Services 23.6 'Community Land' and 24.1 'Biodiversity' through the Delivery Program and Operational Plan.

Conclusion

The draft Turallo Creek Bungendore Management Plan provides a practical, risk-based plan to reduce weed and flooding problems in this important recreational and environmental asset, and to guide its rehabilitation to improve environmental, safety and recreational outcomes. Enabling public consultation should improve the likelihood that the final Plan, if adopted by Council, will better represent community aspirations for the local area.

Attachments

Attachment 1 Draft Turallo Creek Management Plan (*Under Separate Cover*)



9.9 Adoption of Braidwood Grazing Industry Weed Management Plan (Ref: ;
Author: Thompson/Holloway)

File Reference: 24.3

Summary

One of the outcomes of Council's *Beefing up Braidwood* project was to develop a local weed management plan to guide weed management control priorities for the protection of the grazing industry around Braidwood. A draft plan was publicly exhibited for community comment from 13 January 2020 until 24 February 2020 and feedback incorporated into the final plan.

This report provides details of submissions and, with some proposed changes to reflect input from the community and staff, recommends that the Plan be adopted by Council

Recommendation

That Council adopt the Braidwood Grazing Industry Weed Management Plan.

Background

Under the *NSW Biosecurity Act 2015*, Council is the local control authority for the QPRC local area. Functions of the local control authority include:

- (a) *The prevention, elimination, minimisation and management of the biosecurity risk posed or likely to be posed by weeds, and*
- (b) *to develop, implement, co-ordinate and review weed control programs,*

Everyone has a '*biosecurity duty*' to ensure that the biosecurity risk posed by weed material is prevented, or if that is not possible then eliminated, or if that is not possible then minimised. While the concept of a risk-based approach to weed management is logical, it has proven challenging to implement in relation to infestations of widespread weeds whose impact is sometimes difficult to evaluate.

The standard NSW Weed Risk Management system is used to determine appropriate management outcomes for each weed species within defined areas. Often for serious though widespread weeds, where eradication or containment are not feasible, the appropriate management outcome is to protect priority assets. These assets may be economic, environmental or social. The beef grazing industry surrounding Braidwood has been identified as a potential priority economic asset being negatively impacted by weeds.

As part of Council's support for drought-affected farmers a grant was successfully obtained from the Australian Government through the *Communities Combating Pests and Weed Impacts During Drought Program - Biosecurity Management of Pests and Weeds*. The *Beefing up Braidwood* project provided a significant boost to the local economy in 2019-20 and should deliver longer term benefits to the local grazing industry. The project had three main activities:

1. Develop a local weed management plan to identify the weeds most impacting on the local agricultural asset and appropriate actions to manage those impacts;
2. Assist local farmers to develop property weed management plans, guided by the local plan; and
3. Assist local farmers with the initial (2019-20) control of priority weeds identified in agreed property plans.

9.9 Adoption of Braidwood Grazing Industry Weed Management Plan (Ref: ; Author: Thompson/Holloway) (Continued)

There has been a delay since the public exhibition period as the Biosecurity program was concurrently developing an enhanced weed risk assessment system that will potentially improve the definition of management actions at this more localised scale. However, it has been determined that the Plan should be adopted as exhibited with professional and community feedback then later reviewed for potential modification once the new risk assessment system has been better tested and peer reviewed.

Implications***Legal***

This Plan will help inform land managers on appropriate management actions to enable them to demonstrate compliance with their biosecurity duty under the *Biosecurity Act 2015*. The management actions have been determined using the NSW Weed Risk Management system. Specifically, the Plan aims to encourage a more consistent approach to identifying priority weeds impacting on the local agricultural industry asset and appropriate actions to manage those weeds.

Policy

No specific implications from adopting this Plan have been identified for Council policies.

Environmental

Adoption of this Plan should improve its acceptance and ownership by the local community, ultimately leading to a more consistent application of its management actions and better management of weed impacts on the local environment, the local grazing industry and the community it supports. It is important to continue this form of weed management and monitor the emergence of other exotic species potentially brought into the area through feed transported during the drought.

Social / Cultural

Adoption of this Plan should contribute to a shared understanding of how to most effectively manage weeds to protect the local grazing industry.

Economic

The Braidwood grazing industry priority asset area is estimated to be worth around \$10 million per year. Significant ongoing investment is made in weed control because weeds continue to reduce productivity. Adoption of this Plan should contribute to a more consistent application of its management actions and improved economic outcomes for the local grazing industry.

The longer term economic implications on the local industry if the plan is adopted and implemented are difficult to determine. However, it is estimated that if priority weeds are more systematically managed across the area in accordance with a plan broadly accepted by the community, supported by more regular contact with Council officers, the economic benefits to farmers from reduced weed control costs and improved productivity would not unreasonably reach one percent of the industry contribution to the local economy, i.e. \$100,000 per year. That is an order of magnitude greater than the estimated cost to Council to maintain an increased extension service to landholders in the asset protection area (refer to the Financial section below).

9.9 Adoption of Braidwood Grazing Industry Weed Management Plan (Ref: ; Author: Thompson/Holloway) (Continued)

Strategic

This is Council's first attempt to create a weed management plan to protect a local economic asset and should have a positive impact on the local industry. Similar plans have not been found from other councils operating under the *Biosecurity Act 2015*. Adoption of this plan will potentially encourage the development of additional plans to protect other assets from the impacts of weeds. This would also improve Council's ability to deliver on its functions as local control authority and help guide other councils seeking similar outcomes.

Engagement

Initial engagement was via a community workshop and indirect discussions with more than 20 landholders in the project area. The draft Plan was promoted during the consultation period and another workshop held to engage industry professionals and the local community.

Much of the feedback was related to local weed management issues, however not directly related to the content of the Plan. Mostly grammatical edits were made following feedback from staff and a consultant working on a related project.

Financial

If the Plan is adopted it is anticipated that Council resources will be available to inspect these properties more frequently to help ensure that the economic asset is being reasonably protected from the negative impacts of weeds. The QPRC Biosecurity program assumes that all properties should have a routine inspection once every four years with priority assets inspected a second time (every two years). The additional cost of inspecting properties within this economic asset protection area an additional time would average around \$10,000 per year, potentially decreasing over time as subsequent inspections should be more efficient due to improving compliance. The recent approval for an additional Biosecurity Weed Officer (Fixed term based on annual support funding from the NSW Government) should provide sufficient resources for these asset inspections.

Resources (including staff)

Existing staff will implement and maintain the Plan as part of the Biosecurity program activities.

Integrated Plan

The Community Strategic Plan has aspirations for 'a diverse, resilient and smart economy', which would include a coordinated approach to protecting the significant grazing industry centred on Braidwood from the economic impacts of weed invasion.

Conclusion

The Braidwood Grazing Industry Weed Management Plan is an innovative approach to improve the management of weeds for the protection of an important economic asset. If adopted by Council the Plan will publicly represent community aspirations for weed management within the local area and provide consistent guidance on appropriate management actions to reasonably demonstrate compliance with the general biosecurity duty.

Attachments

Attachment 1 Responses to Community and Staff Comments (*Under Separate Cover*)



Attachment 2 Braidwood Grazing Industry Weed Management Plan (*Under Separate Cover*)



9.10 Hoskinstown Area Flood Access Plan (Ref: ; Author: Hansen/Hansen)

File Reference: 36.3.3-01

Summary

Access into the Hoskinstown and Rossi areas is limited during times of heavy rain by flooding. To improve the access limitations during those events, improvements are proposed at the river crossing points of Resch's Creek, Foxlow Bridge and Briars Sharrow Crossing. Workshops with councillors explored a mix of options.

The following improvements are proposed at the specified locations:

- Resch's Creek – New bridge/culvert to provide for at least a 1 in 20 year rain event.
- Foxlow Bridge – Low level causeway.
- Briars Sharrow Crossing – New bridge/culvert approximately 3 metres higher than normal water level.

The timing and priority of the above work is as follows:

Location	Priority	Improvement
Resch's Creek	1	Construct new bridge/culvert.
Foxlow Bridge	2	Construct low level causeway.
Foxlow Bridge	3	Retain, repair and upgrade the current timber bridge.
Briars Sharrow Crossing	4	Construct new bridge/culvert.

Initial design for the Resch's Creek crossing is underway. Once this is completed, funding for the bridge will be sought. The other new crossings will be progressively designed and submitted to Council for funding.

Grant funding to restore the Foxlow Bridge will be pursued however if funding is not secured, the Foxlow Bridge will need to be removed once the new low level causeway has been constructed.

A new bridge or box culvert at Briars Sharrow is considered to be the last priority of this work.

Recommendation

That Council

1. **Consider the funding of a new bridge/box culvert at Resch's Creek in the 2021/22 Operational Plan once a detailed estimate has been prepared.**
 2. **Seek grant funds to restore the Foxlow Bridge to at least its original capacity or to restore the Foxlow Bridge to meet current bridge capacity requirements.**
 3. **Consider funding the cost of a low level causeway to replace the Foxlow Bridge and the removal of the Foxlow Bridge in the 2022/23 Operational Plan, if grant funds for (2) have not been secured by 30 June 2022.**
 4. **Consider the funding of a new bridge/box culvert at Briars Sharrow crossing in the 2022/23 Operational Plan.**
-

**9.10 Hoskinstown Area Flood Access Plan (Ref: ; Author: Hansen/Hansen)
(Continued)**

Background

Residents in the Hoskinstown/Rossi area have asked Council to provide better access during times of flood.

Road access in the Hoskinstown and Rossi area is limited during periods of high rainfall by the river crossings at Briars Sharrow and Resch's Creek being inundated. In addition to the flooding at the crossings, the Foxlow Bridge is significantly limited in capacity with a 5 tonne load limit and in need of significant repairs.

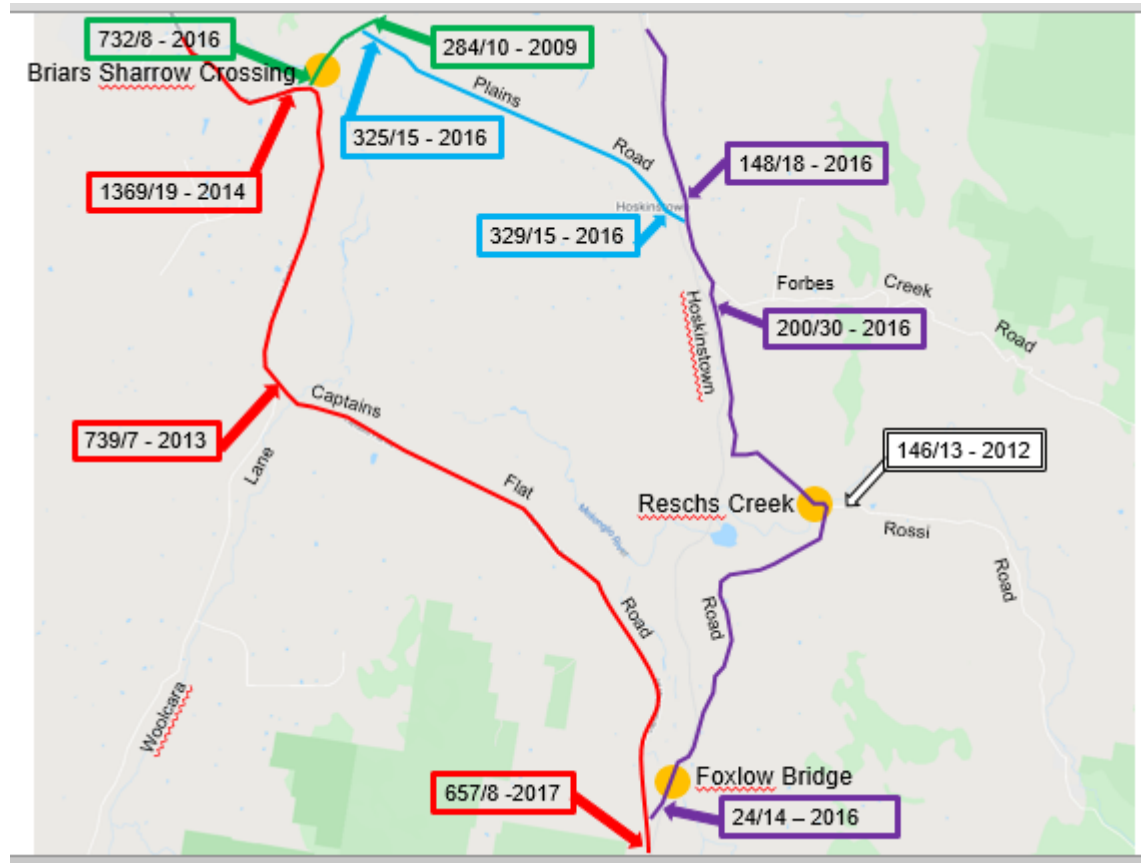
The three existing crossings at Resch's Creek, Briars Sharrow Road and Foxlow Bridge have been examined to determine a solution that improves access to the Hoskinstown/Rossi area during times of flood. This approach has identified where Council would gain the best benefit from funds directed towards improving flood access into this area.

An examination of the traffic volumes on the various roads providing access into the Hoskinstown/Rossi area shows that both Bungendore and Queanbeyan are the two main destinations for residents of that area. The traffic counts show that vehicles travel along Hoskinstown Road, then Plains Road towards either Bungendore or Queanbeyan. The traffic counts also show that little traffic travels from Hoskinstown/Rossi towards Captains Flat Road.

It is also evident that reasonably high numbers of heavy vehicles use these roads particularly from Rossi towards Queanbeyan. The heavy vehicles are presumed to be logging trucks that transport logs from pine plantations east of Rossi during harvest times. There would also be heavy vehicles associated with agricultural activities in the area.

The diagram below illustrates the routes and vehicle counts.

9.10 Hoskinstown Area Flood Access Plan (Ref: ; Author: Hansen/Hansen)
(Continued)



Note: ???/? - ??? = AADT / % Heavy Vehicles – year of count

Using this information, funding to improve access should be prioritised towards Resch’s Creek and Briars Sharrow as residents rely more on these crossings for access to Queanbeyan and Bungendore. Traffic volumes on the Foxlow Bridge are low compared to the other crossings.

The following improvements are proposed:

Resch’s Creek

The current crossing at Resch’s Creek is a low level concrete causeway. The causeway is blocked by water in small rainfall events and needs to be improved to provide a higher level of service to the Rossi community.

**9.10 Hoskinstown Area Flood Access Plan (Ref: ; Author: Hansen/Hansen)
(Continued)**

It is proposed to construct a new bridge or concrete culvert near the current crossing to provide a level of service for flood events up to a 1 in 20 event. The cost to construct a new bridge or culvert is estimated at \$2,500,000 subject to detailed design and geotechnical investigation.

Foxlow Bridge

Foxlow Bridge is a timber Allan Truss bridge that was built in 1896/1897. The bridge is 4.57 metres wide and 91 metres long. The bridge has deteriorated to the point where a 5 tonne load limit has been applied and temporary structural repairs have been done to preserve the bridge to the present day.



The long term intention for the Foxlow Bridge is to retain the current timber structure and progressively restore the bridge back to its original condition and capacity. The cost to restore the bridge to its original capacity is estimated to be \$4,330,000. The cost to restore the bridge and upgrade it to modern bridge design capacity is estimated to be \$8,670,000. No funds have

**9.10 Hoskinstown Area Flood Access Plan (Ref: ; Author: Hansen/Hansen)
(Continued)**

been allocated for this work and grant funds should be pursued to enable the work to be completed within a suitable time frame.

Unless funding is secured, the bridge will continue to deteriorate to a point where it will be unsafe to permit the bridge to be used at all. Once this point is reached, the bridge will need to be closed and removed to remove the risk of injury to the public.

If the bridge is to be removed, then it should be replaced with a low level causeway. The new causeway would be affected by flooding however traffic usage counts show that residents prefer to travel north from Rossi towards Bungendore and Queanbeyan. A low level causeway at the Foxlow Bridge would maintain access for all vehicles except during times of flood.

Briars Sharrow Crossing

The current crossing at Briars Sharrow is a low level bridge. The bridge is affected during relatively small rainfall events.



The land surrounding the bridge is relatively flat and adjoining roads leading to the bridge are blocked by flood waters when the crossing floods to a depth of approximately 3 metres.

Some benefit would be gained by constructing a new bridge or box culvert approximately 3 metres higher than the current bridge. The estimated cost to construct a new bridge or box culvert at Briars Sharrow crossing is \$2,200,000.

The construction of a new bridge at this location is considered to be a lower priority than the Resch's creek bridge as there are alternate routes through Bungendore when this crossing is affected by flooding.

**9.10 Hoskinstown Area Flood Access Plan (Ref: ; Author: Hansen/Hansen)
(Continued)**

Implications***Asset***

All of the above proposals will result in additional assets that will need to be maintained by Council. Operational budgets should be adjusted to reflect the additional assets once those assets are constructed.

The removal of the Foxlow Bridge would reduce Council's asset maintenance demands.

Engagement

The community has been consulted on the Foxlow Bridge over an extended period of time. The heritage elements of the truss bridge conflict with the safety and useability elements.

Financial

Funding of these works would be considered in future budgets. Grants may be sourced through Fixing Country Bridges and other programs, which normally require matched funding by Council.

Attachments

Nil

9.11 Tender for Hoover Road Stormwater Realignment (Ref: ; Author:
Hansen/Belcher)

File Reference: 32.3

Summary

Tenders were recently called for the construction of realigned stormwater line through the Hoover Road Landfill. This report recommends Council award the Tender.

Recommendation

That Council:

- 1. Accept the schedule of rates tender from Tenderer 9 for the provision of works under Contract 2020-26, being for the construction of the Hoover Road Stormwater Realignment for the expected extended amount of \$(insert) (including GST).**
- 2. Vote additional funds of \$200,000.00 from the Queanbeyan Stormwater Levy Reserve to fund the works**

Background

Council has received a number of complaints in recent years regarding flooding of properties that back onto the former landfill at Hoover Road. Investigations of the cause of the flooding revealed that the stormwater pipe that runs beneath the landfill has collapsed due to the weight of landfilled waste above the pipe.

The approximate alignment of the stormwater pipe and location of the collapse are shown on the figure below.

9.11 Tender for Hoover Road Stormwater Realignment (Ref : ; Author: Hansen/Belcher) (Continued)

Council engaged a specialist pipe rehabilitation company, Interflow, to investigate the issue and propose a repair method. As part of the works, numerous attempts were made to enter the pipe. These attempts were abandoned on each occasion due to the presence of low levels of landfill gases in the pipe which presented a safety hazard. Therefore the idea of repairing the pipe in-situ was abandoned.

Consideration was then given to excavation of the pipe to replace the damaged segments. After initial consideration, it was decided that this method was unfeasible due to the presence of landfilled waste, the high likelihood of encountering hazardous materials/substances and the proximity of houses and the likely impacts on them from odour during the works.

To remedy the problem, it was decided that the realignment of the existing pipe was the only feasible option. A design was then prepared to convey the stormwater down the southern side of the landfill to the south-west corner of the site. The stormwater is discharged to an existing drainage line along the western boundary inside Council land.

As part of the design process, a Review of Environmental Factors (REF) was prepared and issued for public consultation through Council's Your Voice portal. Letters were sent to the adjoining landholders and the two clubs that lease the land – the Queanbeyan District Dog Training Club and the Monaro Archers. Comments were received from the two clubs and Council staff will liaise with them during the construction works. No other comments were received.

9.11 Tender for Hoover Road Stormwater Realignment (Ref: ; Author: Hansen/Belcher) (Continued)

A tender process has been conducted through an engagement with Black Mountain Construction Assurance (BMCA), and details of the tender process, submissions, assessment and recommendations are contained in the attached confidential report. The tender process has been conducted in accordance with the provisions of the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's internal policies. The tender process was extremely competitive – tender submissions were received from 12 companies.

Council has committed \$1,000,000 towards the project in the 2020/21 Operational Plan. The tender submissions came in at slightly higher than the budget allowance, however, significantly less than the pre-tender estimate prepared by BMCA.

To fund the difference, it is recommended to use reserve funds from the Queanbeyan Stormwater Levy. An additional \$200,000.00 is requested from the reserve. This is slightly in excess of the expected requirement to provide coverage for minor variations that may arise. Unused money will be returned to the reserve fund.

Implications***Legal***

BMCA conducted the tender process on Council's behalf and in accordance with the provisions of the *Local Government Act 1993* and *Local Government (General) Regulation 2005*.

Policy

The tender has been conducted in accordance with Council's procurement policy.

Environmental

The environmental risks of the project have been considered in the review of environmental factors developed for the project.

Asset

The proposed works will install approximately 500m of twin cell reinforced concrete pipe and associated pits. The existing stormwater alignment will be abandoned in place.

Engagement

A Review of Environmental Factors has been prepared for the project and gone through a formal advertising period and neighbour notification.

Council has been working with the two impacted leaseholders, the Queanbeyan District Dog Training Club and the Monaro Archers, to ensure the works minimise the disruption to their respective clubs. A start-up meeting will be conducted with the clubs to familiarise them with the works program and on-going engagement will be undertaken during the construction works.

Financial

Funding for these works was included in the 2020/21 Operational Plan. The tendered amounts reflect a market price that was marginally higher than allowed. To cover the shortfall, additional

9.11 Tender for Hoover Road Stormwater Realignment (Ref: ; Author: Hansen/Belcher) (Continued)

funding for project is sought from the Queanbeyan Stormwater Levy reserve under the same rationale as provided in the background to this report.

Slightly more money is being requested than is expected to be used. Unused money will be returned to the Reserve.

Program Code	Expense Type	Funding source	Amount
700031	Capital	2020/21 Operational Plan	\$ 1,000,000.00
700031	Capital	Queanbeyan Stormwater Levy Reserve – Entity 13	\$ 200,000.00

Resources (including staff)

This project will be delivered by Contractor and will not impact Council resources.

Integrated Plan

This project is contained in the Operational Plan and is consistent with the Strategic Plan and Delivery Plan.

Conclusion

A tender process has been undertaken to procure a contractor to undertake the construction of a realigned stormwater main. The tender process has been undertaken in compliance with the provisions of the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Council's internal policies. The recommended Tender represents value for money and it is recommended that Council award the contract.

Attachments

- Attachment 1 QPRC 2020-26 Construction Tender Assessment (*Under Separate Cover*) - **CONFIDENTIAL**

9.12 Bungendore Stormwater Trunk Infrastructure - Voluntary Planning Agreement
(Ref: ; Author: Hansen/Belcher)

File Reference: 32.3

Summary

A draft Voluntary Planning Agreement has been developed in accordance with Resolution 136/17. The resolution relates to the opportunity to provide relief to private properties from stormwater from upstream areas through part-funding of trunk infrastructure works. This report recommends that the draft Voluntary Planning Agreement be placed on exhibition for a minimum 28 days and a further report be given to Council on the outcome of this exhibition.

Recommendation

That Council:

1. Exhibit the draft Voluntary Planning Agreement in accordance with Section 7.5 of the *Environmental Planning and Assessment Act 1979* for a minimum of 28 days.
 2. Following the exhibition of the draft Voluntary Planning Agreement, consider a further report on feedback.
-

Background

Council has previously received a report (24 May 2017) regarding stormwater safety concerns in the southern Bungendore area specifically at 113 Ellendon Street Bungendore (also known as Milleara). Concerns have arisen from the relatively informal trunk drainage system in that area and the location of an open drain through the rear of small lots at Milleara. At the Council meeting of 24 May 2017, Council resolved (136/17) to:

1. *Endorse the proposal to investigate a joint stormwater trunk main project across lots 3 and 4 DP 976608.*
2. *Investigate the development and execution of a deed of agreement between Council and the parties associated with the above lots where such an agreement can be reached in relation to the apportionment of costs and the provision of a suitable drainage easement.*
3. *Subject to the execution of any deed developed and agreed to by the parties in 2 above, authorise the payment of a contribution toward the works to the limit of funds voted as part of the 2016/17 operational plan.*
4. *Opt not to proceed to formal tender for these works under the provision of section 55 (3)(i) of the Local Government Act 1993, with Council being of the opinion that the option currently before it represents extenuating circumstances and that it would be unlikely that more competitive tenders would be available under the alternate available option.*

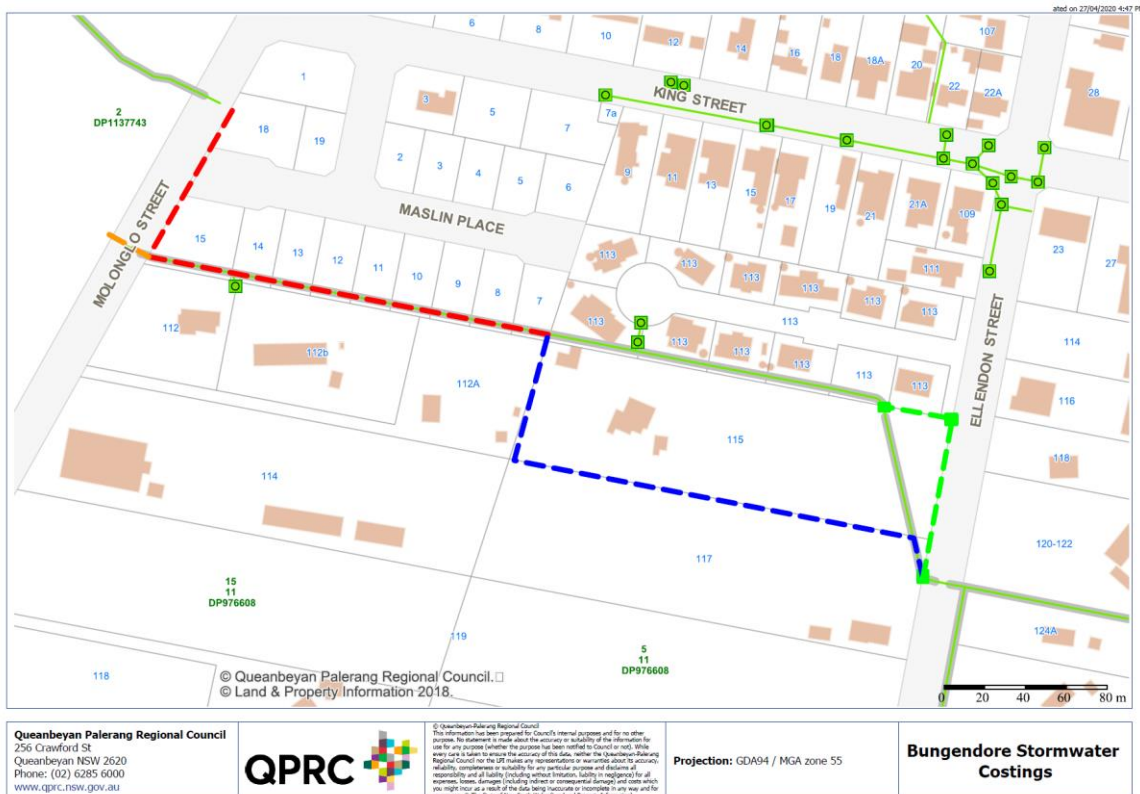
Lots 3 and 4 DP 976608 is land immediately adjacent to the south of Milleara. The land has been approved for subdivision by Council (DA.2018.210) and the approval incorporates trunk drainage within a new public road. Following the resolution, Council staff liaised with the developer and agreed that the proposed infrastructure was compliant with Part 1 of Resolution 136/17.

9.12 Bungendore Stormwater Trunk Infrastructure - Voluntary Planning Agreement
(Ref: ; Author: Hansen/Belcher) (Continued)

Following an approach from the developer and owner of the subject land regarding payment of the monies, Council staff engaged Bradley Allen Love Lawyers (BAL) to develop a deed of agreement. Following initial review of the material provided, BAL recommended that a voluntary planning agreement (VPA) was the appropriate mechanism for the agreement. As such, BAL were directed to develop the draft VPA.

At a similar time, staff engaged Black Mountain Construction Assurance (BMCA) to provide an independent assessment of the construction cost of the works. This work was undertaken to ensure that costs are realistic and appropriately split between the parties. The BMCA report is provided in a confidential attachment. Council staff requested BMCA provide cost estimates for:

- Works as designed for Development of Lots 3 & 4 Section 11 DP 976608 Ellendon Street Bungendore (DA.2018.210). These works comprise the stormwater line along the full realignment of the stormwater trunk main along the new road alignment. It involves supply and installation of box culverts, pipework and concrete manhole structures. It also includes reinstatement to adjoining properties affected by these works. These works are represented by the dashed blue line in the figure below.
- Least Cost Works required to be carried out by the Developer. These works are the minimum works that would be required to be carried out by the developer to obtain to unencumber their future lots. These works would involve the supply and installation of 2100x450 RCBC box culverts from the existing box culvert in Ellendon Street (south of the proposed entrance) heading north to northern boundary of development and other associated works. These works are represented by the dashed green line in the figure below.



**9.12 Bungendore Stormwater Trunk Infrastructure - Voluntary Planning Agreement
(Ref: ; Author: Hansen/Belcher) (Continued)**

The VPA has now been developed and is ready for public exhibition. Following exhibition, a further report will be prepared for Council detailing the outcome of the exhibition period. Council staff are of the opinion that the draft VPA represents a suitable outcome that complies with Resolution 136/17. The draft Voluntary Planning Agreement is attached.

Implications***Legal***

The draft Voluntary Planning Agreement is compliant with the *Environmental Planning and Assessment Act 1979*.

Asset

Construction of the works considered in the draft Voluntary Planning Agreement will provide an improved asset for Council. The improved asset will enhance safety and reduce the risk of nuisance flooding in the area.

Social / Cultural

Adoption of the VPA will permit the construction of an alternative stormwater alignment that will remove upstream stormwater from the rear of several properties at 113 Ellendon Street. This has a significant safety and social benefit to these properties and reduced risk to the community/

Engagement

The draft Voluntary Planning Agreement has been forwarded to the agent of the owner for review. They are supportive of the exhibition of the draft Voluntary Planning Agreement and their correspondence is attached. Councillors had received some representations from owners and their body corporate manager.

Exhibition of the draft VPA will meet the requirements of the *Environmental Planning and Assessment Act 1979*.

Financial

If adopted, the VPA will commit Council to expenditure of \$319,000.00 (inclusive of GST).

Provision has been made in the 2020/21 Operational Plan for the completion of these works. The final amount is slightly in excess of the budget allowance, and it is recommended that additional funds be taken from the *Palerang Section 94 Plan No.10 - Provision of Kings Highway Culverts at South Bungendore* which covers this area.

At this stage, no financial commitment is required, however, the expected funding sources are outlined below.



9.12 Bungendore Stormwater Trunk Infrastructure - Voluntary Planning Agreement
(Ref: ; Author: Hansen/Belcher) (Continued)

Program Code	Expense Type	Funding source		Amount
100565	Capital	Existing Operational Plan	\$	250,000.00
RA3547	Capital	Palerang Section 94 Plan No.10 - Provision of Kings Highway Culverts at South Bungendore	\$	69,000.00

Conclusion

A draft Voluntary Planning Agreement has been developed in accordance with Resolution 136/17. It is recommended that the draft be placed on exhibition for a minimum 28 days and a further report be given to Council on the outcome of this exhibition.

Attachments

- Attachment 1 BMCA Cost Estimate (*Under Separate Cover*) - **CONFIDENTIAL**
 Attachment 2 Draft Final Voluntary Planning Agreement - Ellendon Estate Pty Ltd & QPRC (*Under Separate Cover*)
 Attachment 3 Letter from PHL re endorsement of VPA (*Under Separate Cover*)


File Reference: 1.4.1

Summary

At the meeting on Wednesday, 28 February 2018, Council resolved (053/18) to support Oktoberfest as a Category 3 event for five years. The resolution endorsed amounts of \$35,000 for marquee hire and \$20,000 for 'in kind' marketing annually. This agreement would conclude in 2022.

Covid19 government regulations have meant that the 2020 event is not feasible and it has been cancelled. The organisers of the event are optimistic that it will occur in 2021 and have requested that funding be extended to 2023 to reflect the dormant year in 2020.

Recommendation

That Council extend Oktoberfest funding support to 2023 to reflect the unused allocation of Council support for the cancelled 2020 event.

Background

Oktoberfest is a festival hosted by the German Harmonie Club in late October each year,. Held at the Queanbeyan Showground. The festival runs from Friday to Sunday and includes traditional food, dance, music and Bavarian beer hall activities. In 2017, Oktoberfest was held at the Queanbeyan Showground for the first time, after more than 50 years as an ACT event. The organisers commented that the Queanbeyan event exceeded their expectations and that the move was 'the best decision they have ever made'. In February 2018, Council agreed to support Oktoberfest as a Category 3 event for five years.

Oktoberfest 2020 has been cancelled due to Covid19 restrictions. The largest Australian Oktoberfest in Brisbane and the original Munich event have also been cancelled for this year.

Implications

Policy

The event matches Council's Category 3 in the Events Strategy. Category 3 event have the primary purpose of promoting visitor generation within the Local Government Area. They are predominately externally managed and:-

- have a state or national profile.
- attract interstate visitors, as well as intrastate visitors.
- are distinctive, if not unique, to the QPRC region.
- contribute significant economic and/or visitor generation to the LGA.
- contribute to the growing reputation of QPRC as a region where interesting things happen.

Social / Cultural

Oktoberfest is a traditional Bavarian cultural and social event which was well attended by the region. Over the three days of the 2019 event, Oktoberfest attracted 4759 patrons.

Financial

Funding for this event for five years has already been allocated from the Category 3 events budget. This report seeks to extend the agreement in the light of the cancelled 2020 event – a cost neutral outcome for Council. The allocation for this year’s event will be placed in reserve.

Conclusion

Oktoberfest is a well-established and successful community event. The extension of the agreement for one year will not have significant impact for Council.

Attachments

Nil

9.14 Investment Report - August 2020 (Ref: ; Author: Monaghan/Drayton)

File Reference: 43.3.1

Summary

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

Recommendation

That Council:

1. Note the investment return for August 2020 was \$471,305.
 2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Queanbeyan-Palerang Regional Council's Investment Policy.
 3. Receive the Investment Report for the month of August 2020.
-

Background

Cash and Cash Equivalent Investments

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

Over the last 12 months, Council's portfolio produced an annualised rate of return of 1.90%, outperforming the benchmark Bank Bill Index by 1.24%.

As at 31 August 2020, the principal amount invested was \$182,319,686 and the year to date return was \$954,198 which is 23.9% of Council's annual budget.

Market Update

The average 30 day BBSW rate for August 2020 was 0.09%.

The Reserve Bank (RBA) board chose to maintain the cash rate at the record low of 0.25% at their September 2020 meeting. The RBA also announced an extension to the amount of its 25bps term funding facility to ADIs to help support lending. The Board intends to provide further monetary support if it proves necessary and the way Australia's economic recovery is shaping up, more monetary stimulus may prove necessary. At the very least, the RBA is likely to maintain the 25bp cap on the cash rate and 3 year bond yield throughout 2021 and 2022 given their current economic forecasts and potential downside risks heightened by the protracted Victorian lock-down.

Of the total investment portfolio of \$182.3 million, Council holds \$25 million in TCorpIM long and medium term funds. Both funds continued their positive start to the 2020/21 year in August.

Implications

Legal

Council's investments as listed in Table 2 of the attached Investment Report Pack comply fully with section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government General Regulations 2005*, and Council's Investment Policy.

9.14 Investment Report - August 2020 (Ref: ; Author: Monaghan/Drayton) (Continued)

Certified by Kate Monaghan, Responsible Accounting Officer, 8/9/2020.

Policy

The Investment Policy was adopted by Council on 22 July 2020 and is due for review in June 2021.

Financial

As at 31 August 2020, the 2020/21 Financial Year investment return amounted to \$954,198. The investment returns are added to the associated restricted funds (e.g. development contributions) that form Council's investment portfolio.

The TCorpIM Long Term Growth and Medium Term Growth Funds continued to return positive growth (\$221,113 and \$76,764 respectively) in August 2020.

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

Paired with cash asset classes, these growth assets form a well-diversified portfolio for Council.

Attachments

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



9.15 Revised Code of Conduct and Procedures 2020 (Ref: ; Author:
Knight/Ferguson)

File Reference: 52.5.4

Summary

The State Government recently released a new Model Code of Conduct (Model Code) and the Model Procedures for the Administration of the Code of Conduct (Model Procedures). NSW councils are now required to update their own codes and procedures based on the new Models. Additional clauses that strengthen the Model Code and Model Procedures may be included in councils' own code and procedures.

Recommendation

That Council:

1. **Adopt the QPRC Code of Conduct 2020, confirming that:**
 - a. **The cap on the value of gifts and benefits that may be accepted and must be disclosed be lifted from \$50 to \$100.**
 - b. **An additional clause 8.21, relating to the use of social media, be included.**
 2. **Adopt the QPRC Procedures for the Administration of the Code of Conduct 2020.**
 3. **Notify the members of its Code of Conduct Panel of Reviewers of the new QPRC Code of Conduct and Procedures for the Administration of the Code of Conduct.**
-

Background

The new Model Code and Model Procedures were published in the Gazette and have been prescribed under the *Local Government (General) Regulation 2005*. They are now in force.

The OLG has issued Circular 20-32 summarising the full list of amendments (see <https://www.olg.nsw.gov.au/council-circulars/20-32-amendments-to-the-model-code-of-conduct-for-local-councils-in-nsw-and-procedures/>)

LGNSW has also released a document setting out the specific clauses and their amendments in both the Model Code of Conduct and the Procedures (**Attachment 1**).

A further resource issued by Lindsay Taylor Lawyers on the changes can be viewed on https://www.lindsaytaylorlawyers.com.au/in_focus/alert-revised-model-code-of-conduct-and-associated-procedures-for-local-councils-in-nsw/

Councils are now required to revise and adopt their own Code and Procedures based on the prescribed Models. A council's adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code. However, a council's adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code.

To this end, the following clause (8.21), using wording provided by the OLG, was included in the 2019 QPRC Code of Conduct and is recommended to be retained in the new 2020 QPRC Code:

**9.15 Revised Code of Conduct and Procedures 2020 (Ref: ; Author: Knight/Ferguson)
(Continued)**

- 8.21 You must not use social media to post or share comments, photos, videos, electronic recordings or other information that:
- (a) is offensive, humiliating, threatening or intimidating to other council officials or those who deal with the council
 - (b) contains content about the council that is misleading or deceptive
 - (c) divulges confidential council information
 - (d) breaches the privacy of other council officials or those who deal with council
 - (e) contains allegations of suspected breaches of this code or information about the consideration of a matter under the Procedures, or
 - (f) could be perceived to be an official comment on behalf of the council where you have not been authorised to make such comment.

Cap on Gifts and Benefits

The new Model Code allows councils to increase the cap on the value of a gift or benefit that may be accepted and must be disclosed from \$50 to \$100. Councils are not obliged to amend their codes to lift the cap if they do not wish to. It is open to councils to retain the existing \$50 cap or to impose another cap that is lower than \$100.

It is recommended that QPRC lift the cap to \$100, noting that items with a value of \$10 or less are not considered a gift or a benefit under the Code and therefore do not need to be disclosed.

Implications***Legal***

In accordance with the *Local Government Act 1993*.




Policy

NSW councils are required to adopt their Code of Conduct and Procedures for the Administration of the Code of Conduct following the gazettal of the new Model Code of Conduct and Model Procedures for the Administration of the Code of Conduct.

Conclusion

The NSW State Government released a new Model Code of Conduct and Model Procedures for the Administration of the Code of Conduct in August 2020. Local government councils are now required to update their own codes and procedures based on the new Models. Councils must notify their panel of conduct reviewers of the newly adopted Code and Procedures.

Attachments

- Attachment 1  LGNSW - Changes to the Code and Procedures (*Under Separate Cover*)
- Attachment 2  QPRC Code of Conduct 2020 (*Under Separate Cover*)
- Attachment 3  QPRC Procedures for the Administration of the Code of Conduct 2020 (*Under Separate Cover*)

9.16 Constitutional Referendum - Local Government Elections 2021 (Ref: ; Author: Knight/Ferguson)

File Reference: 52.6

Summary

Council is asked to reaffirm its decision to hold a constitutional referendum in conjunction with the next local government general election now scheduled to be held on 4 September 2021. Council is also asked to confirm the wording of the referendum.

Recommendation

That Council:

1. Reaffirm its decision in November 2019 to undertake a constitutional referendum to seek voters' views on having a directly elected mayor in conjunction with the rescheduled local government general elections to be held on 4 September 2021, with that term for a directly elected mayor to commence from the subsequent election in 2024.
2. Authorise the CEO to notify the NSW Electoral Commission of Council's intention to have a referendum, within 21 days of Council resolving such, and arrange and distribute appropriate information to voters prior to the 2021 election.
3. Note that the result of the constitutional referendum will come into effect for the electoral term commencing in September 2024.
4. Endorse the wording of the constitutional referendum as follows:

"The Mayor of Queanbeyan-Palerang Regional Council is currently elected every two years by the 11 Councillors.

Do you wish to see Queanbeyan-Palerang Regional Council retain its current number of elected representatives at 11, but introduce a directly elected mayor by the voters of the local government area plus 10 councillors elected from across the local government area?"

Background

Council resolved at its meeting on 27 November 2019 as follows:

414/19 RESOLVED that:

1. Council agree to undertake a constitution referendum at the September 2020 Local Government elections to seek voters' views on having a directly elected mayor.
2. Council seek the advice from the Electoral Commission for the appropriate wording for the referendum.
3. The CEO notify the NSW Electoral Commission of Council's intention to have a referendum within 21 days of Council resolving such, and arrange and distribute appropriate information to voters.

As previously reported to Council, the local government elections were postponed from 2020 to 2021 due to the COVID-19 situation. Council has entered into an agreement with the NSW Electoral Commission (NSWEC) to conduct the election.

The NSWEC has contacted all councils that had advised they wished to hold a constitutional referendum in 2020, and asked if they still wished to hold one in 2021. The resolution above now requires reaffirmation for the conduct of a constitutional referendum in the rescheduled general elections.

9.16 Constitutional Referendum - Local Government Elections 2021 (Ref: ; Author: Knight/Ferguson) (Continued)

The result of the referendum will come into effect for the electoral term commencing in September 2024.

The following draft opening statement and wording of the referendum question were discussed with the NSWEC and the Office of Local Government (OLG).

“The Mayor of Queanbeyan-Palerang Regional Council is currently elected every two years by the 11 Councillors.

Do you wish to see Queanbeyan-Palerang Regional Council retain its current number of elected representatives at 11 but introduce a directly elected mayor by the voters of the region plus 10 councillors elected from across the region?”

Both the NSWEC and the OLG have indicated that the wording is clear and concise and is framed in such a way that will ensure a workable decision can be achieved.

Implications***Legal***

Section 16 of the *Local Government Act 1993* (the Act), requires councils to obtain the approval of its electors at a constitutional referendum in order to:

- Divide a council area into wards or abolish wards
- Change the number of councillors
- Change the method of electing the mayor
- Change the method of election for councillors where the council’s area is divided into wards.

Section 228 of the Act permits a council to change the way the mayor is elected.

If Council reaffirms that it will conduct a constitutional referendum, it must comply with the notification requirements contained in Schedule 10 of the *Local Government (General) Regulation 2005*.

Council is responsible for the preparation and publicity of the required explanatory material for the referendum, and must ensure that this material presents a balanced case both for and against the proposition.

Financial

The estimated cost provided by the NSWEC for the conduct of the general election that was originally to be held in 2020 was \$491,754. A referendum consisting of one question typically adds 10% to the total cost of the election.

Conclusion

Council is asked to reaffirm its decision to hold a constitutional referendum in conjunction with the rescheduled local government general elections in September 2021. The referendum question relates to the method of electing the mayor of QPRC. Council is also asked to endorse the wording of the opening statement and the referendum question.

Attachments

Nil

9.17 Annual Disclosures of Pecuniary Interests and Other Matters (Ref: ; Author: Knight/Ferguson)

File Reference: 52.7

Summary

The Code of Conduct sets out obligations for designated persons including councillors to make annual disclosures about their pecuniary interests and other matters. The disclosures are kept in a public register, tabled at the first open council meeting after 30 September each year, and must be available for viewing upon request at any time. The Information Privacy Commission (IPC), through the *Government Information (Public Access) Act 2009* (GIPA), determines that these disclosures are open access information and as such, must be placed on councils' websites.

Recommendation

That Council:

1. **Note the report.**
 2. **Confirm that it is concerned about the requirement outlined in the IPC's Guideline 1 that the annual disclosures by designated persons be published on the QPRC website, due to the risk of identity theft, the invasion of privacy, and threats to personal safety.**
 3. **Convey these concerns to its local Member and Deputy Premier, the Hon John Barilaro MP and the NSW Local Government Professionals and seek their support for a review of the IPC's Guideline 1 to make publication of these disclosures on websites optional.**
 4. **Submit a motion to the LGNSW Annual Conference in November 2020, calling on the IPC to make the publication of annual disclosures on websites optional, or redact private residential address details, noting that the disclosures will still be available through a public register.**
-

Background

Councillors and designated persons are required to lodge a disclosure of pecuniary interests and other matters by 30 September each year. These disclosures contain details about all sources of income, trusts, private residences, property ownership including rental properties, shareholdings, debts, memberships, relations, business interests and other matters.

The annual disclosures of pecuniary interests and other matters are prescribed as open access information under Schedule 1 2(a) to the *Government Information (Public Access) Regulation 2018* (see http://classic.austlii.edu.au/au/legis/nsw/consol_reg/giar2018459/sch1.html).

Section 6 of the GIPA Act provides for the mandatory proactive release by NSW public sector agencies (including councils) of open access information on a website maintained by the agency.

The IPC issued revised Guideline 1 in November 2019 in relation to open access information, specifically the annual disclosures, being published on councils' websites (see <https://www.ipc.nsw.gov.au/statements/information-commissioner-action-promote-compliance-information-access-guideline-1>).

9.17 Annual Disclosures of Pecuniary Interests and Other Matters (Ref: ; Author: Knight/Ferguson) (Continued)

Designated persons who have concerns about their disclosures being globally accessible can request that their personal information, albeit limited to residential addresses and signatures only, not be published on the website. Such requests are subject to the public interest test being applied, which may or may not lead to redaction.

In 2010, the former Palerang Council was a member of a select group of metro and rural councils set up by Local Government Managers Australia (LGMA) (now known as LG Professionals) to liaise with the IPC (then known as the Office of the Information Commissioner [OIC]) to establish guidelines for councils for the implementation of the then new GIPA Act 2009.

As a result of extensive consultations with agencies and the LGMA group that disclosures not be published on websites, the OIC released the following statement in 2010:

Comments from a number of agencies with whom we consulted felt that the procedure under the GIPA Act should not impose greater restrictions on access to information than are currently the case, and we accept this view.

The right of councillors and designated persons under section 739 of the LGA to ask that certain personal information be removed from the returns before they are made publicly available remains unaffected.

Disclosure of information contained in the returns of the interests of councillors, designated persons and delegates is an important public accountability measure. However, disclosure of the information on the website presents too great an invasion of privacy and opens the potential for serious harassment or harm to occur. While material such as signatures and names and/or addresses could be removed to enable information to be posted on the internet, this would render the information meaningless and detract from the value and intent of the returns.

Therefore, the requirement in Sch 1, 2(a) of the GIPA Regulation that returns of councillors, designated persons and delegates be released as part of local councils' open access information should be interpreted as follows:

- *The returns should be made publicly available for inspection free of charge on a "view only" basis*
- *Local councils should note clearly on their website that the returns are available for inspection at council offices during ordinary business hours.*
- *Information contained in the returns should not be placed on the website of a local council.*

Releasing the information contained in the returns of councillors, designated persons and delegates in this manner facilitates the legitimate public interest in having access to the information, while providing sufficient protection of personal privacy and safety.

It is accepted that annual disclosures of councillors and designated persons should be publicly available to ensure transparency and accountability in political decision-making.

However, the IPC's advice in 2010 above highlights the concerns that all designated persons should have about the invasion of privacy, the risk of identity theft, the well-publicised issue of cyber surveillance, the threats of harassment and stalking to personal safety to themselves or partners, should their annual disclosures be published on websites.

9.17 Annual Disclosures of Pecuniary Interests and Other Matters (Ref: ; Author: Knight/Ferguson) (Continued)

It is understood that the NSW Government has recently been concerned that some councils in Sydney, particularly those with property developers serving as elected councillors, are not complying with the requirement to publish the disclosures on their websites. The Information Commissioner has publicly indicated that she will be conducting a wider examination of all NSW councils' compliance in this regard later this year. The Minister for Local Government has also signalled that she has requested the Office of Local Government (OLG) to work with the Commissioner's office to improve council compliance.

Notwithstanding this, it is concerning the issues regarding invasion of privacy, identity theft, cyber security and the like that were acknowledged and acted upon in 2010, should now be so disregarded under revised Guideline 1.

The concerns should be even more valid now in 2020 than in 2010, given the prevalence of multi-national cyber security threats and the sophisticated levels of hacking that exist today.

It is recommended that Council conveys its concerns about the requirements outlined in the IPC's Guideline 1 to its local Member and Deputy Premier, the Hon John Barilaro MP, the Local Government Professionals and through a motion to the LGNSW Annual Conference later this year.

Motions to the Annual Conference should ideally be submitted by 12 midnight on Monday, 28 September, but will be accepted up until 12 midnight Sunday, 25 October 2020.

Identification of Designated Persons

As a related issue, and for information purposes only, Council's attention is drawn to the OLG's Circular 19-21 which highlights the need to consider the risks of publishing disclosures on websites, and gives guidance to councils on how to identify a 'designated person' for the purposes of the IPC's Guideline 1 (see <https://www.olg.nsw.gov.au/council-circulars/19-21-release-of-ipc-guideline-1-returns-of-interests/>).

The OLG strongly recommends that local government councils reduce the number of staff identified as designated persons. At this juncture all executive, managers and coordinators, together with specialist staff delegated to determine applications or award contracts under the tender thresholds, are included as designated persons. It is understood some councils have reduced the designations to executive only, consistent with the public accountability of councillors.

Implications***Legal***

In accordance with the QPRC Code of Conduct and the *Government Information (Public Access) Act 2009* (GIPA).

Conclusion

Councillors and designated persons are required to make annual disclosures about their pecuniary interests and other matters. The disclosures are kept in a public register which is tabled at the first open council meeting after 30 September each year. Under the *Government Information (Public Access) Act 2009*, these disclosures are open access information and as such, must be placed on councils' websites. Council is asked to convey its concerns about publishing the disclosures on websites, due to the potential invasion of privacy and the risk of identity theft.

Attachments

Nil

10.1 Assessment Report to Southern Region Planning Panel - Queanbeyan Civic and Cultural Precinct (Ref: ; Author: Thompson/Thompson)

File Reference: DA.2020.1022

Report

The assessment of the development application for the Queanbeyan Civic and Cultural Precinct at 257 Crawford Street, Queanbeyan has been completed and has been forwarded to the Southern Region Planning Panel for determination.



The Assessment Report has been placed on the SRPP website and is a public document. For the convenience of Councillors a copy of the report and the draft conditions of consent are provided in Attachments 1 and 2 of this report.

The release of the report also means that Council may make a submission to the Panel if it wishes to do so. This will be the last meeting at which Council is able to formulate representations should that be deemed necessary.

Recommendation

That the report be received for information.

Attachments

- | | |
|---|--|
| Attachment 1 | DA.2020.1022 - Assessment Report to SRPP - Queanbeyan Civic and Cultural Precinct (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | DA.2020.1022 - Draft Conditions of Consent for SRPP - Queanbeyan Civic and Cultural Precinct (<i>Under Separate Cover</i>) |
|  | |

10.2 Biannual Biosecurity Weeds Report (January-June 2020) (Ref: ; Author: Thompson/Holloway)

File Reference: 24.3

Report

This report outlines Council's progress towards management of weeds under the NSW biosecurity framework during the second half of 2019-20. It responds to a resolution at Council's meeting on 25 September 2019, that:

1. *Council receive a bi-annual report on Council's management of weeds under the NSW biosecurity framework in regard to safeguarding our economy, environment and community.*
2. *The report address Council's role and record in working with landowners and occupiers to help them meet their general biosecurity duty according to the Biosecurity Act 2015, including:*
 - *Helping to identify priority weeds*
 - *Providing advice and information on ways to manage weeds*
 - *Providing displays at community events about weeds*
 - *The ongoing program of rural and urban inspections to check for priority weeds*
 - *Compliance issues.*

Council's management of weeds largely met 2019-20 targets and is successfully completing multiple strategic projects to improve longer term outcomes. The report outlines how Council is working with industry professionals, landowners and managers by:

- Helping to identify priority weeds – such as through ongoing weed survey and mapping, the development of improved risk assessment processes, mapping of priority agricultural and environmental assets threatened by weeds and delivery of a unique asset protection plan for the Braidwood grazing area.
- Providing advice and information on ways to manage weeds – including more than 1000 property-specific reports outlining the priority weeds found during property inspections with around 200 face-to-face meetings on-site, supported by one public event and development of online video stories and an addressed-based online search tool.
- Providing displays at community events about weeds – limited to only one physical event due to bushfires and COVID-19, supplemented by the development of online resources.
- The ongoing program of rural and urban inspections to check for priority weeds – comprising 1200 inspections plus surveillance along high risk roadside pathways.
- Compliance issues – 13 Directions issued.

QPRC's Biosecurity program (24.3) has four main outputs:

- Biosecurity weed control on Council land (24.3.1)
- Biosecurity weed education, inspection and enforcement (24.3.2)
- Biosecurity weed survey and management planning (24.3.3)
- Biosecurity weed strategic projects (*proposed* 24.3.4)

10.2 Biannual Biosecurity Weeds Report (January-June 2020) (Ref: ; Author: Thompson/Holloway) (Continued)

Biosecurity Weed Control on Council Land

Seasonal control of priority weeds posing a biosecurity risk on Council land (roadsides and reserves) was conducted mostly as scheduled during the reporting period. This included the control of widespread weeds St John's wort, Blackberry and commencing the winter control program for Serrated tussock and African lovegrass. Also targeted were isolated infestations of Fireweed at Googong, Gorse at Bywong and Ox-eye daisy around Mongarlowe. Sweet briar was also targeted within priority areas under the Save our Scarlet Robin strategic project.

The impacts of bushfire (smoke, road closures and work site safety) disrupted some scheduled activities during January and February, however COVID-19 has caused little impact on weed control operations.

The Urban Landscapes service also undertook control of some weeds in urban zones posing a biosecurity threat to natural areas, in addition to their activities to control amenity weeds. In particular they continue to monitor for Fireweed in Googong during routine activities, supporting the biosecurity weeds re-inspection program at that hotspot.

QPRC's Biodiversity program also commenced removal of some willows and debris causing a hazard in Turallo Creek, Bungendore, along with the development of a rehabilitation plan to include the staged removal of invasive weeds.

Biosecurity Weed Education, Inspection and Enforcement

Overall the weed education and inspection program was approximately on track, although the impacts of bushfire (smoke, road closures, worksite safety) disrupted some scheduled activities during January and February.

The following outputs have been achieved during the six month reporting period January to June 2020, with the aggregated 12 month total also compared to annual targets.

Activity	Jan-Jun 2020	Jul 2019-Jun 2020	Annual target
4-year inspection of all properties >1ha (number of properties)	1081	1830	1865
4-year survey of urban areas (km ² or number of towns)	6	14	11
Additional 4-year inspection of priority sites (number of sites)	3	11	14
Re-inspection of priority weed compliance sites (number of sites)	27	260	283
Inspect all high risk pathways (km of roadside)	1380	2300	1840
Inspect all high risk sites (number of sites)	80	180	140
Participation at public events (number of events)	1	5	7
Biosecurity Undertaking or Direction issued (number)	13	15	

Comprehensive surveillance inspections have been conducted at properties across the following localities: Back Creek, Ballalaba, Bendoura, Berlang, Boro, Burra, Collector, Currawang, Forbes Creek, Hereford Hall, Hoskinstown, Jerrabattgulla, Kindervale, Lake George, Larbert, Manar, Mayfield, Mount Fairy, Mulloon, Queanbeyan, Sutton, Tomboye, Urila, Wamboin, Warri, Wog Wog and Wyanbene.

Re-inspection of priority weed sites to ensure compliance with weed eradication programs included Fireweed, Gorse and Ox-eye daisy infestations. These sites are hotspots for high priority weeds that ultimately need to be eradicated from the Queanbeyan-Palerang area. In addition, an increasing number of re-inspections occurred at properties with more widespread weeds that had not been sufficiently controlled and landholders were rescheduled for an inspection in less than the four-year routine inspection cycle. In most cases compliance has been very high, with only 13 Directions issued.

Monitoring inspections of high risk pathways and sites, identified through and fully funded by the South East Weeds Action Program, exceeded targets. These include major roads, rest stops, camp grounds and other places where biosecurity material (such as weed seed) from

10.2 Biannual Biosecurity Weeds Report (January-June 2020) (Ref: ; Author: Thompson/Holloway) (Continued)

outside our region has a higher chance of being deposited. Of particular concern is the increased hay imported from unknown sources during the drought and education programs around the identification of new weed species are being developed. We are also looking at how best to manage impacts following the bushfires that affected much of the Council area, including established weeds being able to better spread into disturbed landscapes and sites such as grader lines and animal feeding stations where new weed material may have been inadvertently introduced.

While the *Biosecurity Act 2015* gives powers to authorised officers to enter properties without notice, for routine inspections they always send an 'Intention to Enter Premises' letter. This letter advises the purpose of the inspection with the offer to make an agreed appointment time and has attached factsheets explaining Council's Biosecurity Weeds Inspection Process and the *Biosecurity Act*. On average approximately 20% of landholders arrange to meet the officers on-site, providing an excellent opportunity for targeted and relevant education and extension.

In addition, following every inspection a weeds report is sent to the land owner in the form of an 'Inspection Advice' letter. This letter outlines any priority weeds found during the inspection and relevant information relating to those weeds, including the control requirements expected to meet the general biosecurity duty. Links are provided to standard information available through the NSW WeedWise website and app to assist landholders to identify and control priority weeds. In the past some landholders have advised officers that they do not have the resources to manage the weeds themselves, so a list of weed controllers known to operate locally is included to assist.

Public events were limited due to bushfires and COVID, and the deferral of the Bungendore Show from January to later in the year. The only event physically run was a 'Beefing Up Braidwood' project workshop in February.

The Biosecurity team also embarked on an ambitious educational campaign to develop a series of short video stories to provide information on our top priority weeds, routine activities and special projects. These were not all completed and released during the reporting period, however have subsequently been made available via Council's updated Biosecurity web page.

Biosecurity Weed Survey and Management Planning

All weed inspection data collected was cleaned, collated and submitted to the Biosecurity Information System as required by the State government. Ongoing glitches in the data management system have been effectively managed. It is noted that some information on the distribution of priority weeds is now being provided as maps via DPI's WeedWise web page.

Council engaged environmental consultant and weed risk expert Dr Paul Downey to help refine the NSW Weed Risk Management system to make it more relevant at the property and infestation scale. The intention is to reduce confusion in determining each landholder's biosecurity duty under the new legislation. A draft system has been developed in consultation with NSW DPI and will now be tested, refined and peer reviewed before broader implementation.

Limited resources were available to complete further survey and analysis for longer term strategic planning purposes. However, there are several strategic projects outlined below that are adding to Council's knowledge and capacity to manage biosecurity risks.

Biosecurity Weed Strategic Projects

Council actively seeks external funding to support strategic weed management projects beyond our current capacity. Some projects help meet Council's values of Innovation and Continuous Improvement by piloting new approaches to routine activities, while others assist

10.2 Biannual Biosecurity Weeds Report (January-June 2020) (Ref: ; Author: Thompson/Holloway) (Continued)

the community and partner agencies with priority weed management issues. The following projects were operational during the reporting period.

Beefing Up Braidwood

Develop a local weed control plan to protect the priority economic asset of pasture production around Braidwood, leading to individual property plans and weed control assistance during drought. Project completed, engaging 50 properties across 130km².

Biosecurity - At What Cost?

Assess economic impacts of weeds on agricultural land in south east NSW, ultimately to identify potential priority economic assets for more frequent inspections. Project delayed due to the lack of an internal project officer, due for completion 2020/21.

Gorsebusters – Upper Shoalhaven

Develop an education program and undertake inspections to determine the extent and control required for the priority weed Gorse at sites downstream of known isolated infestations. Inspections along the Shoalhaven and Endrick Rivers were delayed due to the impact of bushfires in December 2019 and promotions delayed due to lack of events. Due for completion 2020/21.

No Space 4 Weeds @ My place

Develop online tools to deliver relevant weed management information by property address, with capacity for adding a broader range of environmental education material. Project delayed due to the lack of an internal project officer, due for completion 2020/21.

Ox-eye Daisy Weed Management

Regional project to map isolated infestations of the priority weed Ox-eye daisy, raise awareness, and undertake initial control works on private land. Project extended due to drought and delay in obtaining an off-label herbicide permit for the most effective herbicide.

Put Out the Fireweed in Googong

Develop an education program and undertake inspections to detect and control the priority weed Fireweed in the Googong township, the only currently known infestation within the QPRC area. Ongoing inspections regularly detected new plants at known sites. Education component delayed due to the lack of an internal project officer, due for completion 2020/21.

Regional SEWAP admin

Funds held when Palerang/QPRC was administering the South East Weeds Action Program 2015-20 were used to provide technical and administrative support services to the new lead agency, South East Local Land Services. Project completed.

Save Our Species Weed Control

A ten year project to control berry-bearing bushes within two project areas to protect threatened woodland birds from predatory Currawongs that feed on the berries. Blackberry and Sweet briar controlled across 1360ha (exceeding the 700ha planned).

Weed control - WaterNSW Land

Manage biosecurity weeds on WaterNSW land at Bombay to protect the threatened Bombay bossiaea plants that only occur within the QPRC area. The core site was burnt in December 2019 so proposed ongoing maintenance was not continued. Project completed, although a Crown land grant for weed control at Bombay along the adjacent Shoalhaven River is ongoing.

10.2 Biannual Biosecurity Weeds Report (January-June 2020) (Ref: ; Author: Thompson/Holloway) (Continued)

Weed Control - Crown Land Bombay

Manage biosecurity weeds on Crown land at Bombay to protect the threatened Bombay bossiaea plants that only occur within the QPRC area. Site significantly impacted by bushfire. Control works delayed until spring 2020.

Weed control - Crown Land Carwoola

Manage biosecurity weeds on Crown land at Carwoola to protect threatened species/community and adjacent nature reserve. Project completed.

Weed control - Crown Land Lake George

Manage biosecurity weeds on Crown land at Lake George to protect threatened species/community and adjacent nature reserve. Project approved and control works scheduled for 2020/21.

Weed control - Crown Land Yarrow

Manage biosecurity weeds on Crown land at Yarrow to protect threatened species/community and adjacent nature reserve. Project approved and control works scheduled for 2020/21.

Additional grants were also applied for to supplement these projects, including control of weeds on priority Crown Land in multiple localities (Araluen, Bendoura, Jembaicumbene, Majors Creek, Queanbeyan West and Urila).

Council's Biodiversity program also secured a contract to survey post-fire impacts on the Corang pine along the Corang River, including weed invasion threats.

Funding opportunities will continue to be sought to improve biosecurity outcomes, specifically to better understand and communicate the new Biosecurity Act requirements and to identify and manage priority assets being impacted by widespread priority weeds.

Conclusion

Council maintains an effective and progressive Biosecurity program which is constantly looking to improve outcomes. The team is adapting to the changes resulting from the repeal of the *Noxious Weeds Act* and its declared list of noxious weeds, replaced with the new risk-based duty to control priority weeds posing an impact under the *Biosecurity Act*. Council is hosting the 2020 Weeds Conference virtually:

<https://www.qprc.nsw.gov.au/Events/WeedsCon-2020?BestBetMatch=weeds%20conference|d13b95b2-5146-4b00-9e3e-a80c73739a64|4f05f368-ecaa-4a93-b749-7ad6c4867c1f|en-AU>

It is anticipated that an additional Biosecurity Weeds Officer (Fixed Term) will be employed and a suite of strategic projects completed in 2020/21 to enhance the program.

Recommendation

That the report be received for information.

Attachments

Nil

10.3 Summary of Road Renewal and Maintenance Activities - Quarter 1 2020/21
 (Ref: ; Author: Hansen/Cooke)

File Reference: 631099

Report

Maintenance Grading of Unsealed Roads

Council's maintenance grading of unsealed roads has returned to the regular grading schedule following the completion of the mid-February emergency flood damage works. The monthly grading schedule and unsealed road maintenance grading policy is published on the website: <https://www.qprc.nsw.gov.au/Services/Roads-and-Footpaths?BestBetMatch=grading%20schedule>

The following table shows the maintenance grading works completed by Council and contractors in Quarter 1 commencing 1 July 2020:

Road Name	Completion Date	Distance Graded (km)
Mayfield Cross Road	01/07/2020	1.34
Taradale Road	01/07/2020	3.21
Fisher Road	03/07/2020	1.1
Telegraph Hill Road	03/07/2020	0.86
Stewarts Crossing Rd	06/07/2020	8.48
Nerriga Road	08/07/2020	9.75
Mooneys Road	08/07/2020	1.55
Collector Road	17/07/2020	5.98
Endrick River Road	17/07/2020	1.07
Meangora Road	17/07/2020	3.76
Stoney Ridge Road	17/07/2020	1.21
Endrick River Road	21/07/2020	4.43
Lake George Road	23/07/2020	5.21
Roberts Road	23/07/2020	0.25
Willow Forest Road	24/07/2020	5.61
Harts Road	03/08/2020	2.95
Cooma Road	06/08/2020	21.27
Jerrabattgulla Road	06/08/2020	12.72
Taylors Creek Road	17/08/2020	4.76
Hoskinstown Road	18/08/2020	4.4
Hereford Hall Road	18/08/2020	8.95
Western Leg Road	18/08/2020	4.11
Woolcara Lane	25/08/2020	5.22
Kain Cross Road	25/08/2020	7.84
Hoskinstown Road	26/08/2020	0.05
Forbes Creek Road	31/08/2020	8.16
Hazeldell Road	01/09/2020	5.16
Obriens Road	03/09/2020	2.72
Hoskinstown Road	04/09/2020	4.83

10.3 Summary of Road Renewal and Maintenance Activities - Quarter 1 2020/21 (Ref: ; Author: Hansen/Cooke) (Continued)

Captains Flat Road	11/09/2020	19.94
Gidleigh Lane	11/09/2020	6.82
Rossi Road	11/09/2020	6.16

Recommendation

That the report be received for information.

Attachments

Nil

10.4 NSW Bushfire Enquiry Recommendations (Ref: ; Author: Tegart/Stokes)

File Reference: 36.3.4-02

Report

The Report into the NSW Bushfires Inquiry undertaken by Mary O’Kane and Dave Owens APM has been handed down to the Hon Gladys Berejiklian MP with a total of 76 recommendations, of which 18 relate to the work of Council. All recommendations have been accepted by the NSW Government.

The report recognises that the 2019-20 bush fire season was an extreme one and was extremely unusual but that it is clear that we should expect fire seasons like 2019-20 or potentially worse to happen again.

The report acknowledged that climate change as a result of increased greenhouse gas emissions clearly played a role in the conditions that led to the fires and their behaviour but that was not the only factor.

The report also acknowledged shifting priorities and bodies of work that need to be embraced to improve future outcomes and these include:

- much more research into firefighting strategies including improving capabilities for immediate detection of new ignitions, especially in remote areas and fast responses to keep new fires small;
- emphasis on getting fires out early;
- improved back burning protocols;
- training and information around heavy plant use;
- right mix of aerial firefighting assets and increased aerial night firefighting;
- more research into conventional firefighting techniques;
- better understanding and predicting when fires might escalate into dangerous, extreme fires that require firefighters to leave the fire ground;
- improved telecommunications;
- doing more to ensure that the community, especially the more vulnerable, are appropriately looked after when evacuations are required;
- pushing available technologies harder, especially fire science, remote sensing, data science and artificial intelligence to equip us better to understand what happens during a bush fire and respond more quickly;
- improve government systems, especially strengthening cross-agency accountability and governance, training, being more strategic in land use planning and better managing critical infrastructure including fire trails and roads to minimise property and asset damage;
- improving local preparedness and resilience;
- enhancing community education and engagement and individual/community ownership of risk (informed by high quality information) as central to the government’s response;
- thinking big and harnessing technologies such as unmanned aircraft and vehicles to make firefighting, and living in the community with fire, safer.

**10.4 NSW Bushfire Enquiry Recommendations (Ref: ; Author: Tegart/Stokes)
(Continued)**

The authors noted some recommendations from this event will contribute to saving lives in future events but some recommendations may be superseded by more strategic, risk-based approaches driven by much better data and modelling.

The NSW enquiry report states that it is inevitable that there will be future property losses, given the settlement patterns in NSW and legacy development issues. But loss of life is never acceptable and fire fighters' lives should not be put at risk to defend property.

Importantly it also highlighted the importance of recognising and accepting what can be defended and what can't be during an extreme fire season which will likely require a big cultural shift for both the fire services and the community.

The recommendations which relate to the role of local government have been extracted from the report and are attached, along with a summary of current practices and impacts

In addition, other recommendations promote:

- understanding and managing bush fire smoke and its impacts;
- investing in long-term understanding of ecosystem and land management as it relates to fire and other disturbances;
- better management of injured wildlife;
- integrating local landholders in firefighting under a 'farm fire unit integration' program;
- better protection and support for fire fighters;
- reviewing, auditing and upkeep of fire trails;
- provision for compiling of a range of metadata around critical infrastructure;
- improvements in the management, use and invoicing of heavy plant, including GPS tracking in all heavy plant;
- purpose built fire control centres enabling co-location with Emergency Operations Centres;
- reviewing Defence Assistance to the Civil Community arrangements;
- strategically placing roadside signage with local/regional ACT station frequency band around the State;
- improvements to the Fires Near Me app, including integration between states;
- cross border access arrangements for evacuation centres.

It is noted Council is working with the CRJO on a Disaster Preparedness and Resilience Plan, including upgrading websites with emergency information; and with Regional Cities NSW advocating for new emergency funding arrangements.

Recommendation

That the report be received for information.

Attachments

Attachment 1 Bushfire Enquiry Recommendations (*Under Separate Cover*)



10.5 Braidwood Sale Yards Annual Update (Ref: ; Author: Richards/Darcy)

File Reference: 11.8.1


Report

Attached is the Braidwood Sale Yard Performance Report from 2016/17 to 2019/20 FY, which records the effect of drought on saleyard operations and returns.

Recommendation

That the report be received for information.

Attachments

Attachment 1  Braidwood Sale Yard Performance Report 2016-17 to 2019-20 (*Under Separate Cover*)

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

File reference: 23 September 2020 meeting

Report

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

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

Recommendation

That the report be received for information.

Attachments

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



11.1 Minutes of the Environment and Sustainability Advisory Committee held on 2 September 2020 (Ref: ; Author: Thompson/Abbott)

File Reference: 24.2.1-03

Summary


The Minutes of the Environment and Sustainability Advisory Committee meeting held on 2 September 2020 are presented to Council for consideration.

Recommendation

That Council note the minutes of the Environment and Sustainability Advisory Committee meeting held on 2 September 2020 and in particular note recommendation QPRC ESAC 02/20 as follows:

QPRC ESAC 02/20 – That Council consider investigating the development of a renewable energy system for the new STP in view of the Climate Change Action Plan.

Attachments

Attachment 1  Minutes of the Environment and Sustainability Advisory Committee Meeting held 2 September 2020 (*Under Separate Cover*)

**11.2 Minutes of the Braidwood and Curtilage Heritage Advisory Committee
Meeting held on 10 September 2020 (Ref: ; Author: Thompson/McCauley)**

File Reference: 26.5.1-07


Summary

The Minutes of the Braidwood and Curtilage Heritage Advisory Committee held on 10 September 2020 are presented for Council's consideration.

Recommendation

That Council note the Minutes of the Braidwood and Curtilage Heritage Advisory Committee held on 10 September 2020.

Attachments

Attachment 1  Minutes of the Braidwood and Curtilage Heritage Advisory Committee Meeting held 10 September 2020 (*Under Separate Cover*)

11.3 Royalla Common s.355 Committee Minutes (Ref: ; Author: Knight/Ferguson)

File Reference: 52.3.3

Summary

The Royalla Common s.355 Committee has submitted for Council's information the minutes of its Committee meeting held on 16 July 2020.

Council's attention is drawn in particular to the Committee's Recommendation No. 1/2020. The coffee van business, Funky Brewster, is a private business seeking to operate on Council-owned land.

The Royalla Common is Lot 33, DP1037260 and is Council-owned land arising from s.94 contributions. The Royalla Common s.355 Committee was established by the former Palerang Council in 2006. Its approved delegations at the time of establishment are as follows:

1. Pay expenses incurred in the care, control and management of the Royalla Reserve
2. Engage in fund-raising activities to assist with the care, control and management of the Reserve (Common)
3. Undertake maintenance and improvement works on the Reserve (Common) subject to Council's prior approval
4. Approve the use of the ground for any of the following:
 - a. Construction of a temporary enclosure for the purpose of entertainment, and
 - b. Hold a carnival, sporting event or public gathering for community purposes.

It is understood that pop-up style coffee or food stalls/vans are permissible on the land, subject to the owner's consent. Should Council agree to the request, then the Committee will be required to notify the business owner about adherence to the Committee's COVID-19 Safety Plan, including social distancing and hygiene requirements.

**11.3 Royalla Common s.355 Committee Minutes (Ref: ; Author: Knight/Ferguson)
(Continued)**

Recommendation

That Council:

- 1. Note the minutes of the Royalla Common s.355 Committee's meeting held on 16 July 2020.**
- 2. Consider the Recommendations 1 – 4/2020 from the meeting held on 16 July 2020 as follows:**

1/2020 Recommendation that the Royalla Common s.355 Committee seek Council's approval for the privately-owned coffee van business, Funky Brewster, to operate, subject to appropriate environmental health approvals including the s.68 Hawker Peddler licence, on the Royalla Common's carpark during the hours of:

Saturday: 7.00am – 1.00pm on agreed days only.


2/2020 Recommendation that the appropriate fee be charged for Funky Brewster to hire the Royalla Common carpark.

3/2020 Recommendation that the Committee agree with the signage installed and that the maximum number of people permitted be as follows:

- 20 person in the main hall**
- 10 persons in the boardroom**
- 2 persons in the kitchen**

4/2020 Recommendation that the Committee seek Council's approval to use the \$40,000 grant for the purchase of a second-hand playground, if it meets all compliance requirements.

Attachments

Attachment 1  Royalla Common s.355 Committee meeting minutes 16 July 2020 (*Under Separate Cover*)

11.4 Tourism Advisory Panel Meeting - 10 August 2020 (Ref: ; Author:
Richards/Deebank)

File Reference: 11.2.2

Summary

This report contains the minutes of the August 2020 meeting and recommendation made by the Panel to Council.

Recommendation

That Council:

1. **Note the minutes from the Tourism Advisory Panel meeting on 10 August 2020.**
 2. **Provide in-principle support for the Tablelands Destination Development Plan and the Queanbeyan-Palerang Destination Action Plan.**
-

Background

At the August meeting, the Tourism Advisory Panel received finalised copies of the Tablelands Destination Development Plan and the Queanbeyan-Palerang Destination Action Plan. Councillors received a presentation on the Plans last month, with consultants acknowledging the impressive social media and online presence developed through staff.

Tablelands Destination Development Plan

Destination Southern NSW, with the support of the five Tablelands councils (Queanbeyan-Palerang, Yass Valley, Hilltops, Upper Lachlan and Goulburn-Mulwaree) commenced the Tablelands Destination Development Project in November 2019.

The project has included visitation analysis, consumer perceptions research, a situational analysis and stakeholder engagement. In July 2020, the Tablelands Destination Development Plan was finalised, providing a plan to guide the collaborative work of local, regional and state tourism stakeholders to develop the Tablelands region as a distinct and competitive tourism region in NSW.

The Plan has received support from Destination NSW, an essential step to potential future co-operative marketing campaigns.

The Plan includes six key priorities:

1. **Collaborate:** work collaboratively with local, regional and state tourism stakeholders to support the positioning of the region and its towns and villages as a distinct tourism region within New South Wales
2. **Develop:** support LGAs to further develop tourism products and infrastructure to increase the appeal and attractiveness of the region and its towns and villages
3. **Brand:** create a clear brand identity and positioning story for the region

11.4 Tourism Advisory Panel Meeting - 10 August 2020 (Ref: ; Author: Richards/Deebank) (Continued)

4. **Promote:** create a three-year cooperative marketing campaign and review visitor information service content and delivery across the region to ensure a consistent approach to the promotion of the region to key visitor markets
5. **Advocate:** advocate the benefits of growing the visitor economy to local governments, industry and communities
6. **Evaluate:** establish a set of consistent evaluation measures to track visitor economy growth and evaluate the implementation of the TDDP and DAPs annually

QPRC provides an officer on the project steering committee, which will implement the priorities and actions within the plan. The officer actively represents the interests of Queanbeyan-Palerang and the need to maintain a local identity within the wider project. The Plan sets specific and measurable targets to increase visitation, which will be formally reviewed on an annual basis.

Queanbeyan-Palerang Destination Action Plan

The Queanbeyan-Palerang Destination Action Plan (one of a suite of five documents prepared for each of the five Tablelands LGAs) uses the existing actions from the Tourism Plan and aligns with the Tablelands Destination Development Plan.

Implications

Legal

The in-principle support sought in this report has no legal implications; any future co-ordination agreement between the Tablelands LGAs arising from the Tablelands Destination Development Plan would be required to meet any legal and Council obligations. This would be the subject of a future report.

Social/Cultural

Potential new tourism product that may arise from the Plans in the medium-long term would improve the visitor experience and enhance quality of life offerings within the community. The potential marketing activity would promote community pride and place identity amongst local residents.

Economic

Tourism makes a significant contribution to the local and regional economy. Destination Southern NSW estimates that the Queanbeyan-Palerang region derives approximately \$97m from visitation revenue. Future actions arising from the Plans will increase this contribution to our regional economy.

5 year av 2014-2019	July to Sep	Oct to Dec	Jan to Mar	Apr to June	Total
% of the year	26%	22%	24%	28%	100%
Total visitors per quarter	153,763	128,549	136,950	161,737	581,000
Expenditure per quarter \$million	\$26	\$21	\$23	\$27	\$97
Average visitors per month	51,254	42,850	45,650	53,912	
Expenditure per month \$million	\$9	\$7	\$8	\$9	

11.4 Tourism Advisory Panel Meeting - 10 August 2020 (Ref: ; Author: Richards/Deebank) (Continued)

Strategic

Any actions arising from the Plans will be required to meet legal and Council obligations as they arise. Regional collaboration with local, state and ACT governments is identified as a priority within the QPRC Tourism Plan.

Financial

This report seeks in-principle support for Tablelands Destination Development Plan. No funding is currently available, or is being sought. It is anticipated that some resourcing may be required in the future for some actions arising from the plan. Destination Southern NSW will be pursuing these discussions with the Executive of each of the Tablelands LGAs and may be the subject of a future report.

Integrated Plan

Developing new tourism product and establishing this region as a destination, is supported in the Community Strategic Plan:

1. Choice – a prosperous Queanbeyan- Palerang
- We will promote Queanbeyan-Palerang's identity and the growth of our economy, including tourism, as a destination of choice




The Plans are supported by the:

1. Queanbeyan-Palerang Tourism Plan 2017-25
2. Destination Southern NSW Destination Management Plan
3. South East and Tablelands Regional Plan

Conclusion

In-principle support is sought for Tablelands Destination Development Plan and the Queanbeyan-Palerang Destination Action Plan.

Attachments

- | | |
|---|---|
| Attachment 1
 | Tourism Advisory Panel Minutes - 10 August 2020 (<i>Under Separate Cover</i>) |
| Attachment 2
 | Tablelands Destination Development Plan (<i>Under Separate Cover</i>) |
| Attachment 3
 | QP Destination Action Plan (<i>Under Separate Cover</i>) |

11.5 Bungendore Town Centre and Environs Committee Minutes (Ref: ; Author:
Knight/Ferguson)

File Reference: 52.3.3

Summary

The Bungendore Town Centre and Environs Committee has submitted for Council's information the confirmed minutes of its meeting held on 24 August 2020.

Recommendation

That Council:

- 1. Note the minutes of Bungendore Town Centre and Environs Committee meeting held on 24 August 2020.**
- 2. Consider Recommendation 4/2020 from the meeting held on 24 August 2020:**

4/2020 That the Committee RECOMMENDS that Council pursue the installation of crafted banner poles at the Malbon/Molonglo Street and Ellendon/Gibraltar Street roundabouts.

Attachments

Attachment 1  Bungendore Town Centre and Environs Committee minutes 24 August 2020 (*Under Separate Cover*)

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

File reference: 26 August 2020 reports

Summary

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

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

Recommendation

That Council note the Delegates' Report.

Cr Pete Harrison		
No.	Meeting/Function/Event Attended	Summary of Key Points
1	South East Australian Transport Strategy (SEATS) – 4 & 5 August 2020	<ul style="list-style-type: none">Cr Harrison's report and the report from Transport for NSW Southern attached.

Attachments

Attachment 1 Cr Harrison's SEATS report (*Under Separate Cover*)



Attachment 2 SEATS report from Transport for NSW Southern (*Under Separate Cover*)



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

File reference: 23 September 2020 reports

Report

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

The questions are deleted from the rolling table once they have been answered in full and reported to Council.

Any responses that contain personal or other identifying information of any kind will be circulated separately in the confidential attachments.

Recommendation

That the report be received for information.

Attachments

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



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

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in Confidential Session. The reports are incorporated in the “confidential” business paper which has been circulated to Councillors.

The *Local Government Act, 1993* requires the General Manager to identify those matters listed on the business paper which may be categorised as confidential in terms of Section 10A of the *Local Government Act, 1993*.

Recommendation

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

Item 16.1 Subdivision and Sale of Queanbeyan Property

Item 16.1 is confidential in accordance with s10(A) (di) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.