



# **Ordinary Meeting of Council**

## **AGENDA**

**24 February 2021**

**Commencing at 5.30pm**

**Queanbeyan Council Chambers**



**On-site Inspections - Nil**

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<b>1</b>	<b>OPENING</b>	
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY</b>	
<b>3</b>	<b>APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS</b>	
<b>4</b>	<b>CONFIRMATION OF MINUTES</b>	
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<b>6</b>	<b>ADJOURNMENT FOR PUBLIC FORUM</b>	
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**Confidential - Not for Publication**

**16 REPORTS FOR CLOSED SESSION**

- 16.1 Request for Bushfire Assistance - Development Application

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

- 16.2 Report on Request for Tender of Queanbeyan Civic and Cultural Precinct

*Item 16.2 is confidential in accordance with s10(A) (c) (di) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND 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.*

- 16.3 2021 Arts Awards Proposal

*Item 16.3 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.*

- 16.4 Quarterly Legal Report - October to December 2020

*Item 16.4 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

- 16.5 Loan Program 2020/21

*Item 16.5 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.*

- 16.6 Writeoff Water Usage due to Undetected Leak

*Item 16.6 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

16.7 Request for Change to Business Rating Sub-Category

*Item 16.7 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

**17 CONCLUSION OF THE MEETING**

**LIST OF ATTACHMENTS –**

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

**Open Attachments**

- Item 9.3 Local Roads and Community Infrastructure Projects - Phase 2
  - Attachment 1 LRCI Phase 2 Fact Sheet (Under Separate Cover)*
- Item 9.4 Asset Management Strategy
  - Attachment 1 Draft Asset Management Strategy (Under Separate Cover)*
- Item 9.5 Cultural Arts Assistance Scheme (CAAS) Grants
  - Attachment 1 QPRC Cultural Grants Application (Under Separate Cover)*
- Item 9.8 Asset Accounting Policies
  - Attachment 1 Draft Asset Class Definitions Policy (Under Separate Cover)*
  - Attachment 2 Draft Asset Capitalisation Policy (Under Separate Cover)*
  - Attachment 3 Draft Asset Revaluation Policy (Under Separate Cover)*
  - Attachment 4 Draft Asset Depreciation and Impairment Policy (Under Separate Cover)*
  - Attachment 5 Draft Agency Asset Policy (Under Separate Cover)*
- Item 9.9 Quarterly Budget Review Statement for the Quarter Ending 31st December 2020
  - Attachment 1 Attachment QBRS for 31st December 2021 (Under Separate Cover)*
  - Attachment 2 Attachment QBRS for 31st December 2021 by Service (Under Separate Cover)*
- Item 9.10 Investment Report - January 2021
  - Attachment 1 Investment Report Pack - January 2021 (Under Separate Cover)*
- Item 10.1 Monaro Street Upgrade
  - Attachment 1 Monaro Street upgrade - Scenario 1 (Under Separate Cover)*
  - Attachment 2 Monaro Street upgrade - Scenario 2 (Under Separate Cover)*
  - Attachment 3 Monaro Street upgrade - Scenario 3 (Under Separate Cover)*
  - Attachment 4 Monaro Street upgrade - Scenario 4 (Under Separate Cover)*
- Item 10.4 Delivery Program Update - July-December 2020
  - Attachment 1 Delivery Program update - July-December 2020 (Under Separate Cover)*

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

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Item 11.1 Local Traffic Committee - 2nd February 2021  
*Attachment 1 Minutes of Local Traffic Committee - 2nd February 2021  
(Under Separate Cover)*

Item 14.1 Responses to Councillors' Questions  
*Attachment 1 Responses to Councillors Questions (Under Separate  
Cover)*

**Closed Attachments**

Item 9.1 Tender for Design Construct Civil Works - Regional Sports Complex  
*Attachment 1 RFT 2020-29 - Negotiated Tender - Revised Evaluation  
Report (Under Separate Cover)*  
*Attachment 2 Initial Tender assessment Reported to Council 16 December  
2020 (Under Separate Cover)*

Item 9.2 Tender for Supply and Delivery of Centrifuge and Polymer Dosing for Queanbeyan STP  
Upgrade  
*Attachment 1 2020-60 - Tender Evaluation Report - Supply & Delivery of  
Centrifuge & Polymer Dosing for the QST Upgrade (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 Request for Bushfire Assistance - Development Application  
*Attachment 1 Request Letter from Service NSW (Under Separate Cover)*

Item 16.2 Report on Request for Tender of Queanbeyan Civic and Cultural Precinct  
*Attachment 1 Tender Evaluation Report for C2020-31 - Design Finalisation  
and Construction of Queanbeyan Civic and Cultural Precinct  
(Under Separate Cover)*

Item 16.3 2021 Arts Awards Proposal  
*Attachment 1 210210 QPRC Art Awards Sponsorship (Under Separate  
Cover)*

Item 16.6 Writeoff Water Usage due to Undetected Leak  
*Attachment 1 Calculation Sheet (Under Separate Cover)*  
*Attachment 2 Application (Under Separate Cover)*

Item 16.7 Request for Change to Business Rating Sub-Category  
*Attachment 1 CBD Queanbeyan Development Control Plan (Under  
Separate Cover)*  
*Attachment 2 QBN IND & CBD Rating Category Map from 2020-21  
Revenue Policy (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Queanbeyan Council Chambers on Wednesday, 27 January 2021 commencing at 5.30pm.

## ATTENDANCE

**Councillors:** Cr Overall (Chair) – in person  
Cr Biscotti – via Zoom  
Cr Harrison – in person  
Cr Hicks – in person  
Cr Marshall (from 5.32pm) – via Zoom  
Cr Schweikert – in person  
Cr Taylor – in person  
Cr Winchester – via Zoom

**Staff:** P Tegart, CEO – in person  
M Thompson, Portfolio General Manager Natural & Built Character – in person  
J Richards, Portfolio General Manager Community Choice – in person  
A Knight, Portfolio General Manager Organisational Capability – in person  
N Cooke, A/Portfolio General Manager Community Connections – in person

**Also Present:** L Ison, Minute Secretary – in person

### 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**

001/21

**RESOLVED (Biscotti/Winchester)**

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

For: Crs Biscotti, Harrison, Overall and Winchester

Against: Crs Hicks, Schweikert and Taylor

Cr Marshall joined the meeting at 5.31pm.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of the Ordinary Meeting of Council held on 16 December 2020**

002/21

**RESOLVED (Biscotti/Hicks)**

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 16 December 2020 be confirmed.

The resolution was carried unanimously.

**5. DISCLOSURES OF INTERESTS**

003/21

**RESOLVED (Taylor/Winchester)**

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

The resolution was carried unanimously.

There were no Disclosures.

**6. ADJOURNMENT FOR PUBLIC FORUM**

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

004/21

**RESOLVED (Taylor/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 5.33pm and resumed at 5.40pm.

**7. MAYORAL MINUTE**

There was no Mayoral Minute.



**8. NOTICES OF MOTIONS OF RESCISSION**

There were no Notices of Motions of Rescission.

**9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**

**9.1 DA.2020.1307 - Bungendore Sports Hub - Lots 1, 2 & 3 DP 1262898 - Bungendore Road, Bungendore**

**MOVED (Biscotti/Winchester)**

That:

1. Development application DA.2020.1307 for construction of a recreation area incorporating earthworks, sporting fields/courts, amenities buildings, maintenance shed, roads, carparks, pathways and fencing (Bungendore Sports Hub) on Lot 1 DP 1262898, Lot 2 DP 1262898 & Lot 3 DP 1262898 (formerly Lot 2 DP 1137743), 9 Bungendore Road, Bungendore be granted conditional approval.
2. In granting the approval Council note the following reasons in support of its decision:
  - a. The proposal is consistent with the objectives of the Palerang Local Environmental Plan 2014- RU1- Primary Production Zone.
  - b. The proposed recreation area is consistent with the controls of the Palerang Development Control Plan 2015.
  - c. The proposed recreation area with the imposed conditions of consent will have no foreseen adverse impacts on surrounding lots and reduce surrounding impacts on the users of the facility.
  - d. The proposal services the critical demand for sporting facilities infrastructure in Bungendore.
3. Section 64 water and sewer contributions not be applied to this development as Clause 2.1 of the Palerang Community Development Servicing Plans (DSP) for both sewerage and water supply indicate that the land on which the development is proposed is not covered by the DSP.
4. Council receive a report on noise generation during operation of the Sports Hub and options for suppression.

During discussion Cr Marshall foreshadowed a CONTRARY motion: ["That Council defer consideration of DA.2020.1307 – Bungendore Sports Hub, pending a Councillor workshop on the development application."]

During discussion Cr Marshall raised a point of order stating the Applicant doesn't get to add to an application during deliberation of this application and the assessment should have been done by an independent. The Mayor ruled against the point of order.

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

005/21

**RESOLVED (Biscotti/Winchester)**

That:

1. Development application DA.2020.1307 for construction of a recreation area incorporating earthworks, sporting fields/courts, amenities buildings, maintenance shed, roads, carparks, pathways and fencing (Bungendore Sports Hub) on Lot 1 DP 1262898, Lot 2 DP 1262898 & Lot 3 DP 1262898 (formerly Lot 2 DP 1137743), 9 Bungendore Road, Bungendore be granted conditional approval.
2. In granting the approval Council note the following reasons in support of its decision:
  - a. The proposal is consistent with the objectives of the Palerang Local Environmental Plan 2014- RU1- Primary Production Zone.
  - b. The proposed recreation area is consistent with the controls of the Palerang Development Control Plan 2015.
  - c. The proposed recreation area with the imposed conditions of consent will have no foreseen adverse impacts on surrounding lots and reduce surrounding impacts on the users of the facility.
  - d. The proposal services the critical demand for sporting facilities infrastructure in Bungendore.
3. Section 64 water and sewer contributions not be applied to this development as Clause 2.1 of the Palerang Community Development Servicing Plans (DSP) for both sewerage and water supply indicate that the land on which the development is proposed is not covered by the DSP.
4. Council receive a report on noise generation during operation of the Sports Hub and options for suppression.

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

Against: Crs Harrison and Marshall

**9.2 Pooling of Developer Contributions**

006/21

**RESOLVED (Harrison/Hicks)**

That Council:

1. Endorse the Criteria/Principles for Pooling and/or Use of Developer Contributions as identified in this report.
2. Endorse the two-stage approach to the pooling of contributions and to reviewing existing contribution plans and associated actions as outlined in the report.
3. Endorse the use of development contributions to fund the projects as identified in Attachment 2.

4. Continue to review the former councils' development contribution plans.

The resolution was carried unanimously.

**9.3 Review of Expressions of Interest for Community Member on Queanbeyan-Palerang Heritage Advisory Committee**

007/21

**RESOLVED (Schweikert/Hicks)**

That Council endorse the selection of Ms Hollie Gill for the vacant Community Representative role on the Queanbeyan-Palerang Regional Council (QPRC) Heritage Advisory Committee.

The resolution was carried unanimously.

**9.4 Additional Alcohol Free Zone - Uriarra Road to Henderson Road, Queanbeyan**

008/21

**RESOLVED (Taylor/Biscotti)**

That:

1. In accordance with Section 644B of the *Local Government Act 1993*, an alcohol-free zone (AFZ) be established in Crawford Street from Uriarra Road to Henderson Road.
2. The operation of the approved AFZ to commence on 28 January 2021 for a period expiring on 30 November 2024.
3. The AFZ be signposted and notified in accordance with the requirements of Section 644C - (3)(4) of the *Local Government Act 1993* and the Ministerial Guidelines.

The resolution was carried unanimously.

**9.5 Sport Field User Charges COVID-19 Review**

009/21

**RESOLVED (Biscotti/Hicks)**

That Council:

1. Extend the waiving of sports field hire, outdoor court hire and flood light fees for QPRC-based clubs and associations from 1 January to 30 June 2021.
2. Note the adjustment in anticipated revenues in the quarterly financial review.

The resolution was carried unanimously.

**9.6 Bungendore Roundabout - Garden Bed in Central Island**

**MOVED (Overall/Biscotti)**

That:

1. Council include a small cluster of low shrubbery of appropriate species in the centre of the roundabout.
2. The central island be patterned stamped coloured concrete.

During discussion, Cr Schweikert foreshadowed a CONTRARY motion: ["That:

1. Council note with disappointment the report on the proposed Bungendore roundabout.
2. Council defer this matter to a workshop, to be held as soon as possible, to finalise the roundabout design.
3. The Mayor contact the Local State MP for his input on this issue prior to the workshop."]

The motion (of Crs Overall and Biscotti) was PUT, and with the vote being four-all, the Mayor declared the motion LOST.

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

The foreshadowed motion (of Cr Schweikert) was seconded by Cr Harrison, PUT and CARRIED.

010/21

**RESOLVED (Schweikert/Harrison)**

That:

1. Council note with disappointment the report on the proposed Bungendore roundabout.
2. Council defer this matter to a workshop, to be held as soon as possible, to finalise the roundabout design.
3. The Mayor contact the Local State MP for his input on this issue prior to the workshop.

The resolution was carried unanimously.

**9.7 Queanbeyan Sewage Treatment Plant Upgrade Equipment Packages Contract No. 54, 55, 56, 57, 61 and 62**

011/21

**RESOLVED (Harrison/Schweikert)**

That Council approve the inclusion of the following budget updates in the 2020/21 Operational Plan:

1. A total budget of \$1,089,317 (inc GST) for Contract No. 2020-54 for Supply & Delivery of Screening & Screening Washing Equipment for Queanbeyan STP Upgrade
2. A total budget of \$560,216 (inc GST) for Contract No. 2020-55 for Supply & Delivery of Grit Removal Equipment for Queanbeyan STP Upgrade.
3. A total budget of \$3,776,918 (inc GST) for Contract No. 2020-56 for Supply & Delivery of Bioreactor & Digester Aeration, Mixer Systems and Air Scour Blowers for Queanbeyan STP Upgrade.
4. A total budget of \$1,325,830 (inc GST) for Contract No. 2020-57 for Supply & Delivery of UV Disinfection Equipment for Queanbeyan STP Upgrade.
5. A total budget of \$1,563,655 (inc GST) for Contract No.2020-61 for Supply & Delivery of WAS Thickener Equipment for Queanbeyan STP Upgrade.

6. A total budget of \$1,604,120 (inc GST) for Contract No. 2020-62 for Supply & Delivery of Clarifier Equipment for Queanbeyan STP Upgrade.

The resolution was carried unanimously.

#### **9.8 Monaro Palerang Grant Program Update**

##### **MOVED (Harrison/Hicks)**

That Council confirm its original intent to seal the entire length of Nerriga Road under the Monaro Palerang program and convey its intent to Transport NSW.

##### **AMENDMENT (Overall/Schweikert)**

That Council:

1. Confirm its original intent to seal the entire length of Nerriga Road under the Monaro Palerang program and convey its intent to Transport NSW.
2. Allocate any unspent funds within the Monaro Palerang Program towards the completion of Section 3 (Ningee Nimble) on the Nerriga Road.

The amendment (of Crs Overall and Schweikert) was PUT and CARRIED unanimously, and became the motion. The motion was PUT and CARRIED.

012/21

##### **RESOLVED (Overall/Schweikert)**

That Council:

1. Confirm its original intent to seal the entire length of Nerriga Road under the Monaro Palerang program and convey its intent to Transport NSW.
2. Allocate any unspent funds within the Monaro Palerang Program towards the completion of Section 3 (Ningee Nimble) on the Nerriga Road.

The resolution was carried unanimously.

#### **9.9 Public Attendance at Council Meetings**

013/21

##### **RESOLVED (Hicks/Biscotti)**

That Council:

1. Allow members of the public to attend Planning and Strategy Committee Meetings and Ordinary Council Meetings when appropriate technology is installed.
2. Continue to allow Councillors, staff and members of the public to participate in meetings remotely.
3. Hold Planning and Strategy Committee meetings and Ordinary Meetings in the Queanbeyan Chambers until the requirement to allow virtual attendance is not required.

4. Resume in-person community meetings at Braidwood, Bungendore and Queanbeyan in April/May, ensuring that relevant Public Health Orders are observed.
5. Note that changes to NSW COVID restrictions may impact personal attendance.

The resolution was carried unanimously.

**9.10 Sudden Cardiac Arrest - Community Resilience Project**

014/21

**RESOLVED (Overall/Hicks)**

That Council:

1. Endorse the Heart of the Nation's proposal for the community resilience project and allocation of \$10k from the Bushfire recovery budget.
2. Agree that the project sites be established at Council or committee managed venues in the eastern part of the LGA in consultation with the Community Renewal Group.
3. Support an annual ongoing education program for community groups.

The resolution was carried unanimously.

**9.11 Investment Report - December 2020**

015/21

**RESOLVED (Schweikert/Hicks)**

That Council:

1. Note the investment return for December 2020 was \$269,801.
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 December 2020.

The resolution was carried unanimously.

**9.12 IPART - Review of Local Government Rating**

**MOVED (Hicks/Biscotti)**

That Council endorse the attached submission on Local Government Rating.

**AMENDMENT (Harrison/Marshall)**

That Council endorse the attached submission on Local Government Rating with the following amendments:

- Not support Item 36: Reducing the period of time before a property can be sold to recover rates from five years to three years.
- Strengthening the statement regarding pensioner rebates, seeking a substantial increase to the rebate and indexation.

The amendment (of Crs Harrison and Marshall) was PUT and CARRIED, and became the motion.

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

Against: Cr Hicks

The motion (of Crs Harrison and Marshall) was PUT and CARRIED.

016/21

**RESOLVED (Harrison/Marshall)**

That Council endorse the attached submission on Local Government Rating with the following amendments:

- Not support Item 36: Reducing the period of time before a property can be sold to recover rates from five years to three years.
- Strengthening the statement regarding pensioner rebates, seeking a substantial increase to the rebate and indexation.

The resolution was carried unanimously.

**Procedural Motion**

017/21

**RESOLVED (Hicks/Schweikert)**

That Items 10.1 to 10.3 be dealt with as a bloc.

The resolution was carried unanimously.

018/21

**RESOLVED (Hicks/Schweikert)**

That Items 10.1 to 10.3 be resolved as recommended.

The resolution was carried unanimously.

**10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**

**10.1 Final Infrastructure Contributions Review Report - Productivity Commission of NSW**

019/21

**RESOLVED (Hicks/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

020/21                    **10.2 Ellerton Drive Extension Finalisation Report**  
**RESOLVED (Hicks/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

021/21                    **10.3 Integrated Planning Calendar 2021-22**  
**RESOLVED (Hicks/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

022/21                    **10.4 Resolution Action Sheet**  
**RESOLVED (Taylor/Schweikert)**

That the report be received for information.

The resolution was carried unanimously.

## **11. REPORTS OF COMMITTEES**

023/21                    **11.1 Local Traffic Committee - 1 December 2020**  
**RESOLVED (Schweikert/Hicks)**

That Council:

1. Note the minutes of Local Traffic Committee Meeting on 1 December 2020.
2. Adopt recommendation LTC 45/2020 from the meeting held on 1 December 2020:

LTC 45/2020 PROPOSED SOLUTION: Under Road Transport Act 2013 approve the revision to the no-stopping signage and children crossing ahead on Anne St, Queanbeyan as per the design.

The resolution was carried unanimously.

024/21                    **11.2 Access Committee - 9 December 2020**  
**RESOLVED (Winchester/Schweikert)**

That Council:

1. Note the minutes of Access Committee held on 9 December 2020 (Attachment 1).
2. Adopt recommendations 04/20 to 05/20 from the meeting held on 9 December 2020:

DAC: 04/20 Accept the revised Terms of Reference (Attachment 2).

DAC: 05/20 Accept six new committee members as detailed in the meeting minutes (Attachment 3).

The resolution was carried unanimously.



- 025/21            **11.3 Greenways Management s.355 Committee Minutes**  
**RESOLVED (Harrison/Schweikert)**  
That Council note the minutes of Greenways Management s.355 Committee meeting held on 8 December 2020.

The resolution was carried unanimously.

- 026/21            **11.4 Bungendore Town Centre and Environs Advisory Committee**  
**RESOLVED (Schweikert/Hicks)**  
That Council note the minutes of Bungendore Town Centre and Environs Advisory Committee meeting held on 14 September 2020.

The resolution was carried unanimously.

## **12. NOTICES OF MOTIONS**

There were no Notices of Motions.

## **13. REPORTS TO COUNCIL - DELEGATES REPORTS**

- 027/21            **13.1 Delegates Report**  
**RESOLVED (Harrison/Biscotti)**  
That the report be received for information.

The resolution was carried unanimously.

## **14. QUESTIONS WITH NOTICE**

- 028/21            **14.1 Responses to Councillors' Questions**  
**RESOLVED (Marshall/Taylor)**  
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**

- 029/21            **Procedural Motion**  
**RESOLVED (Marshall/Hicks)**  
That Item 16.1 be dealt with in Open Session.

The resolution was carried unanimously.

**16.1 Captains Flat Road Economic Stimulus Funding Update**

030/21

**RESOLVED (Marshall/Hicks)**

That the report be received for information.

The resolution was carried unanimously.

031/21

**RESOLVED (Overall/Hicks)**

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 16.2 PCYC Memorandum of Understanding**

*Item 16.2 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

**Item 16.3 Writing Off Water Usage - Undetected Leak - Queanbeyan**

*Item 16.3 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 16.4 Write Off Water Usage - Undetected Leak - The Ridgeway**

*Item 16.4 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 7.31pm to discuss the matters listed above.

Cr Overall declared a less than significant non-pecuniary interest in the following item stating his wife is the Chair of St Edmunds College Board and the college is listed as a client / school user of the QISC. He proposed to disclose and vote.

**16.2 PCYC Memorandum of Understanding**

032/21

**RESOLVED (Hicks/Biscotti)**

That Council:

1. Approve the Memorandum of Understanding between PCYC and QPRC to permit the development and operation of a PCYC in the Queanbeyan Indoor Sports Centre.
2. Endorse the progression to a formal Development Agreement and Lease.
3. Consider nominees for a PCG and advisory committee with a further report.

The resolution was carried unanimously.

**Procedural Motion**

033/21

**RESOLVED (Schweikert/Marshall)**

That Items 16.3 and 16.4 be dealt with as a bloc.

The resolution was carried unanimously.

034/21

**RESOLVED (Schweikert/Marshall)**

That Items 16.3 and 16.4 be resolved as recommended.

The resolution was carried unanimously.

**16.3 Writing Off Water Usage - Undetected Leak - Queanbeyan**

035/21

**RESOLVED (Schweikert/Marshall)**

That Council write off a total of \$1,314.50 in water usage charges for the property listed in this report.

The resolution was carried unanimously.

**16.4 Write Off Water Usage - Undetected Leak - The Ridgeway**

036/21

**RESOLVED (Schweikert/Marshall)**

That Council write off a total of \$1,231.03 in water usage charges for the property listed in this report.

The resolution was carried unanimously.

037/21

**RESOLVED (Overall/Taylor)**

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.39pm.

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 7.40pm, 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, 10 February 2021 commencing at 5.30pm.

### ATTENDANCE (in person unless nominated otherwise)

**Councillor:** Cr Overall (Chair)  
Cr Biscotti – via Zoom  
Cr Brown – via Zoom  
Cr Harrison  
Cr Hicks  
Cr Marshall  
Cr Noveska (from 6.03pm) – via Zoom  
Cr Schweikert – via Zoom  
Cr Taylor  
Cr Winchester (from 5.35pm)

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

**Also Present:** W Blakey, Clerk of the Meeting  
L Ison, Minute Secretary

**1. OPENING**

The meeting commenced at 5.32pm.

**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**

PLA001/21

**RESOLVED (Taylor/Schweikert)**

That the expected late arrival of Crs Noveska and Winchester be noted.

The resolution was carried unanimously.

**4. DISCLOSURES OF INTEREST**

PLA002/21

**RESOLVED (Taylor/Marshall)**

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 Harrison declared a special disclosure of pecuniary interest in the matter of Queanbeyan-Palerang LEP for Item 9.1: Update on Planning Proposal at Bywong & Wamboin to Rezone some E4 Land to R5 - Gateway Determination.

**5. ADJOURNMENT FOR PUBLIC FORUM**

At this stage of the proceedings, the time being 5.34pm, Cr Overall advised that the meeting should now adjourn for the Public Forum.

PLA003/21

**RESOLVED (Overall/Taylor)**

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

**ADJOURNMENT:**

The meeting adjourned for the Public Forum at 5.34pm and resumed at 6.02pm.

During the Public Forum, Cr Winchester joined the meeting at 5.35pm and Cr Noveska at 6.03pm.

**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.2020.1109 - Place of Public Worship - 128 Bicentennial Drive Jerrabomberra**

**MOVED (Schweikert/Taylor)**

That this item be deferred to receive further information.

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

1. Development application DA.2020.1109 for a Place of Public Worship on Lot 166 DP786394, No.128 Bicentennial Drive, Jerrabomberra be refused for the following reasons;
  - (a) The development application has not been able to demonstrate that the development can operate in an orderly way as sought by clause 1.2(a), of *Queanbeyan Local Environmental Plan 2012 (QLEP)* given the application has not satisfactorily demonstrated car parking for patrons can be suitably managed on the site.
  - (b) The development application has not been able to demonstrate satisfactory compliance with Clause 2.3 of the QLEP Objective 1 of the R2 Low Density Residential Zone which seeks facilities or services to meet the day to day needs of residents.
  - (c) The development application has not been able to demonstrate satisfactory compliance to meet Clause 2.3 of the QLEP Objective 2 of the R2 Low Density Residential Zone which encourages development that considers the low density amenity of existing and future residents. The development application has been unable to satisfactorily demonstrate that the amenity impacts of existing and future residents has been appropriately considered and, where applicable, suitably mitigated.
  - (d) The development application has not been able to demonstrate satisfactory compliance to meet Clause 7.9 Essential Services of the QLEP in relation to suitable vehicle access.
  - (e) The proposal is not considered to meet the relevant Objectives in Part 2 of the Queanbeyan Development Control Plan 2012 for car parking as the proposed development has not demonstrated that sufficient car parking spaces can be provided on site for the increased demand.

- (f) The proposed design and layout of proposed on-site vehicle parking facilities are considered unsatisfactory having regard to the relevant provisions of Part 2 Car parking of the Queanbeyan Development Control Plan 2012.
- (g) The proposed development is inconsistent with Clause 2.12.3 Objective 2 of the Queanbeyan Development Control Plan 2012 which seeks to protect significant trees and vegetation from inappropriate removal.
- (h) The proposed development is considered to have an unacceptable impact under the following matters for consideration of Section 4.15 of the *Environmental Planning and Assessment Act 1979*:
  - i) Context & Setting
  - ii) Access, Transport & Traffic
  - iii) Noise
  - iv) Social impact in the locality
  - v) Site design and internal design
  - vi) Cumulative impacts
  - vii) Suitability of the site
  - viii) The public interest

2. Those persons who lodged submissions on the application be advised in writing of the determination of the application.”]

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

PLA004/21

**RESOLVED (Schweikert/Taylor)**

That this item be deferred to receive further information.

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

Against: Crs Brown, Marshall, Noveska and Winchester

**8.2 Amendment to South Jerrabomberra Development Control Plan 2015**

PLA005/21

**RESOLVED (Hicks/Brown)**

That Council adopt the proposed Neighbourhood Structure Plans under South Jerrabomberra Development Control Plan 2015 with amendments as recommended in this report.

The resolution was carried unanimously.



- PLA006/21                    **8.3      Options Paper - Agricultural Land Use Planning Strategy**  
**RESOLVED (Taylor/Harrison)**  
That Council:  
  1. Note the release of the Options Paper Agricultural Land Use Planning Strategy.
  2. Make a submission in line with comments outlined in this report.The resolution was carried unanimously.
- PLA007/21                    **8.4      Proposed Street Name - Western Extension of Malbon Street, Bungendore**  
**RESOLVED (Schweikert/Hicks)**  
That Council:  
  1. Adopt in principle the name 'Halfway Creek Road' as the proposed name for the new access road to the Bungendore Sports Hub.
  2. Seek approval from the Geographical Names Board for the use of the name.
  3. Advertise the name for public comment for 28 days.
  4. Publish a notice in the NSW Government Gazette if no objections are received.The resolution was carried unanimously.
- PLA008/21                    **8.5      Building Better Regions Fund - Round 5**  
**RESOLVED (Biscotti/Schweikert)**  
That Council endorse lodging an application to the BBRF Round 5, for \$10,000,000 to construct Stage 2 of the QPRC Regional Sports Complex.  
  
The resolution was carried unanimously.
- PLA009/21                    **8.6      NSW Regional Sport Facility Fund**  
**RESOLVED (Biscotti/Hicks)**  
That Council work with sporting clubs to lodge applications to the NSW Regional Sports Facility Fund for Junior AFL Flood lights, Archery Amenities and Women's Changerooms at Freebody Oval.  
  
The resolution was carried unanimously.

- PLA010/21                    **8.7     Model Railway Facility at Queanbeyan Showground**  
**RESOLVED (Hicks/Brown)**  
That this item be deferred for further consultation with stakeholders.  
  
The resolution was carried unanimously.
- PLA011/21                    **8.8     Music by the River - Suspension of Alcohol Free Zone**  
**RESOLVED (Schweikert/Taylor)**  
That Council approve the suspension of the Alcohol-Free Zone in the Queen Elizabeth II Park on Saturday 27 February from 4.00-9.30pm.  
  
The resolution was carried unanimously.
- PLA012/21                    **8.9     East West Freight Corridor**  
**RESOLVED (Harrison/Schweikert)**  
That Council submit its view on the East West link to SEATS and CRJO.  
  
The resolution was carried unanimously.

Cr Harrison declared a special disclosure of pecuniary interest in the following item.

- 9.     REPORTS TO COUNCIL - ITEMS FOR INFORMATION**
- PLA013/21                    **9.1     Update on Planning Proposal at Bywong & Wamboin to Rezone some E4 Land to R5 - Gateway Determination**  
**RESOLVED (Marshall/Hicks)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- PLA014/21                    **9.2     Outcome of Land and Environment Court Appeal - R.I.G Consulting vs QPRC - 71 Macdairmid Road, Burra**  
**RESOLVED (Harrison/Marshall)**  
That the report be received for information.  
  
The resolution was carried unanimously.
- 10.    REPORTS OF COMMITTEES**
- PLA015/21                    **10.1    Minutes of the Braidwood and Curtilage Heritage Advisory Committee held 10 December 2020**  
**RESOLVED (Marshall/Hicks)**  
That Council note the Minutes of Braidwood and Curtilage Heritage Advisory Committee held on 10 December 2020.  
  
The resolution was carried unanimously.

**11. NOTICES OF MOTIONS**

There were no Notices of Motions.

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

There were no matters for Closed Session.

**13. CONCLUSION OF THE MEETING**

The time being 6.39pm, 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**

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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 Tender for Design Construct Civil Works - Regional Sports Complex (Author: Thompson/Geyer)

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File Reference: 23.1.1-03

**Summary**

Tender RFT 2020-29 includes the design and construction of civil works for the Regional Sports Complex site. It includes the earthworks, fields and infrastructure services associated with the facility. The works in this tender do not include the construction of any buildings but do include the provision of services for the future buildings at the facility including amenities, Indoor Sports Centre and Aquatic/Administration Centre Building which will be constructed at a later time. Tenders closed on 26 November 2020 and were reported to Council at its December meeting.

Council resolved to negotiate a revised scope with the two preferred tenderers under Clause 178(3e) of the Regulations. Both companies have submitted their revised schedules, showing savings based on the agreed scope and their original tenders. The panel has evaluated the two submissions against the original tender evaluation plan and are now satisfied the recommended tenderer will be able to deliver the project within the revised scope and within available budgets.

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**Recommendation**

**That Council accept the tender from <Tenderer #1> for the Design and Construct Civil Works – Regional Sports Complex project under contract 2020-29 for the lump sum of <\$> (excluding GST).**

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**Background**

The site of the former Fraser Park Speedway in the South Jerrabomberra area will be home to Council's new Regional Sports Complex (RSC) designed to cater for pre-elite sports, and will have the capacity to host regional, state and national sporting events.

A Master Plan of the RSC has been prepared by landscape architects, Oxigen, with the basic overview shown in Figure 1. It is proposed that the RSC will be completed in several phases. When complete the RSC will comprise four premier standard soccer pitches with two FIFA-certified synthetic pitches, two synthetic first-grade hockey pitches, three multi-sport fields for major football fixtures, a multi-purpose sports stadium, aquatic centre, player and official change rooms and toilets, spectator viewing areas and LED sports lighting.

The site is a 24 hectare greenfield site in South Jerrabomberra and is located on Lot 1 DP313299 and part of Lot 6 DP239080 and is presently accessed for construction purposes off Arnott Street in Hume via the unformed Territory Road running parallel to the Goulburn Bombala Railway corridor, as shown in Figure 2.

The long term development in the area includes the construction of Environa Drive to the south, which will provide permanent vehicular access. Further south is the future residential subdivision at South Jerrabomberra. To the east is the proposed North Tralee light industrial and business park subdivision and to the west a new sewer pump station to service all of the above. To the north is Jerrabomberra Creek and native grasslands, and Poplars Business Park to the north east.

9.1 Tender for Design Construct Civil Works - Regional Sports Complex (Author: Thompson/Geyer) (Continued)



Figure 1: Regional Sports Complex Master Plan Overview



Figure 2: Site location (Nearmap base data)



**9.1 Tender for Design Construct Civil Works - Regional Sports Complex (Author: Thompson/Geyer) (Continued)**

The development application has been submitted and includes all works listed below except the proposed future aquatic and administration centre, however provision has been made in the layout for the location of the aquatic centre. Due to budgetary constraints, works will be separated into phases.

**Phase 1**

- a) Site excavation, stormwater drainage, sewage and services (water, power, telecommunications)
- b) Initial public realm landscaping and lighting
- c) 2 hockey pitches and sports lighting
- d) 4 soccer pitches and sports lighting
- e) Multi-use fields
- f) Amenity building between pitches 1 & 3
- g) Amenity buildings between pitches 2 & 4 and 5 & 6
- h) Maintenance facilities
- i) New internal road
- j) Central and eastern flood channels
- k) Entrance, including intersection with Environa Drive
- l) Northern playing fields bulk earthworks
- m) Initial parking
- n) Internal pathways
- o) Fencing and signage (partial)
- p) Merging of the stormwater drainage outlets and Jerrabomberra Creek banks and any associated rehabilitation.

**Phase 2**

- a) Multi-purpose indoor sports stadium
- b) Remaining car parking
- c) Remaining public realm and lighting
- d) Tree planting and landscaping
- e) Roadway extensions and parking

**Future Phases**

- a) Jerrabomberra Creek rehabilitation (partial)
- b) Aquatic Centre, including 50m indoor competition pool, 25m indoor pool and hydrotherapy pool and administration centre.

**9.1 Tender for Design Construct Civil Works - Regional Sports Complex (Author: Thompson/Geyer) (Continued)**

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Initially, it was intended that the Tender would include all of the following works in Phase 1 above.

1. General Earthworks
2. Gravity Sewer
3. Internal Sewer Connection Lines
4. Mains Potable Water Reticulation
5. Site Potable Water Reticulation
6. Firefighting Reticulation
7. Telecommunications
8. Gas Reticulation
9. Electrical Distribution
10. Trunk Stormwater Eastern Channel
11. Trunk Stormwater Centre Channel and Discharge Structure
12. Trunk Stormwater Western Channel
13. Stormwater Channel Discharge Structure to Jerrabomberra Creek
14. Stormwater Channel Discharge Structure across Territory Parade
15. Stormwater Channel Landscaping
16. Site Stormwater Drainage Systems
17. Gross Pollutant Traps
18. Underground Stormwater Harvesting Tanks
19. Stormwater Treatment System Suitable for Use in Playing Fields
20. Underground Treated Water Reservoir
21. Reclaimed Water Reticulation
22. Irrigation
23. Synthetic Playing Field Surfaces
24. Natural Playing Field Surfaces
25. Playing Fields Subsurfaces
26. Playing Fields Surfaces
27. Playing Fields Drainage
28. Playing Fields Surround
29. Playing Fields Fencing
30. Floodlighting – Musco system
31. Road Connection to Existing Environa Drive Stub
32. Circulation and Parking for Phase 1
33. Pavement Design
34. Overflow Pavement Design
35. Kerb & Gutter
36. Road and Car Park Stormwater
37. Line marking and signage
38. Permits
39. Design Workshops
40. Construction Certificates

However, to keep the project within budget and on design, it has been necessary to defer installation of two of the synthetic playing surfaces, hockey pitch 2 and football pitch 4 as shown in Figure 3 below. Amending the scope in this way will enable Council to achieve delivery of all other aspects of the Tender within budget. Installation of the necessary sub-base and services for the two deferred synthetic fields will still proceed. Once further funding is available this will allow installation at a later date without the need for any rework.

### 9.1 Tender for Design Construct Civil Works - Regional Sports Complex (Author: Thompson/Geyer) (Continued)



**Figure 3 – Construction of Synthetic Pitches to be Deferred**

An additional benefit of deferring installation of the two synthetic playing surfaces for five years is that it will split the asset renewal of the playing surfaces and will allow for the complex to establish clientele, and in the case of hockey allow the club to grow its members. Additional savings have been identified by reconfiguring the storm water drainage passing through the site.

The detailed assessment of this change of scope and its impact on Tenders is shown in the Tender Evaluation Report in Attachment 1.

#### **Implications**

##### ***Legal***

Tenders were called and assessed in accordance with the requirements of s55 of the Local Government Act 1993 and Part 7 Local Government (General) Regulation 2005. Council resolved to enter negotiations with the two preferred tenderers under Clause 178(3e) of the Regulation.

##### ***Policy***

Tenders were called in accordance with QPRC Procurement Policy.

**9.1 Tender for Design Construct Civil Works - Regional Sports Complex (Author: Thompson/Geyer) (Continued)**

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***Sustainability***

Submissions were required to incorporate all relevant QPRC engineering design and construction specifications, including best practice environmental, social and economic sustainability.

***Asset***

All new infrastructure as a result of these civil works will become assets of the Council and will be maintained using a combination of respective supplier warranties and maintenance carried out by Council staff.

***Social / Cultural***

The RSC will provide a home ground for Queanbeyan United Hockey Club and pre-elite facilities for the Queanbeyan and district premier league NPL football (soccer) community. The importance of sports within the local community cannot be under-estimated in supporting good physical and mental health. Once complete, the RSC will host sporting and community events at regional, state and national levels.

***Economic***

Council modelled a series of indicative events based on actual events data to project potential returns for hosting major events in terms of consumption and employment figures. Initial budget modelling aims to target four major events per annum for the start-up years, growing as the host clubs grow in capacity. Attracting state and national events will expose Queanbeyan-Palerang sports people to high standard sports. When completed it will significantly contribute to the local economy and will deliver sporting tourism to the region.

The RSC will provide the necessary capacity to host regional, state and national events. Provision of seven full sized pitches, plus two hockey pitches that will have capacity to be divided into a combination of full and half-sized fields, supported by modern amenities including amenities for match officials and medical testing rooms, all within a short drive to an international and domestic airport, opens real potential for hosting major events and major economic returns to the region. Equally, the modelling clearly demonstrated the potential job growth to the region derived from events and sports tourism.

### 9.1 Tender for Design Construct Civil Works - Regional Sports Complex (Author: Thompson/Geyer) (Continued)

#### **Strategic**

Council has had the proposed RSC in the Delivery Plan for a number of years. There has long been an identified need to provide a home base for the Hockey Club plus a new four court basketball facility. The Sports Facilities Strategic Plan identifies the RSC and providing home grounds for all QPRC sporting clubs as key objectives. The four-court basketball stadium is one of the Sports Council's top four priorities.

#### **Engagement**

The RSC has been on Council's strategic agenda for many years and was identified as important during the engagement for the Community Strategic Plan and Delivery Plans. In recent years there has been specific community engagement on the project, its master plan and the concept designs. On all occasions the RSC has received strong community support.

#### **Financial**

The total budget for Phase 1 of the RSC is \$30m as per the funding agreement with the NSW Office of Sport. Following submission and publication of the business case, Council has secured a \$10m grant from the NSW Regional Sports Infrastructure Fund and elements of the project were also captured in the grant to construct the northern leg of Environa Drive and bring services to the site. Council's contribution is from loan funds and developer contributions, as identified in the LTFFP.

Program Code	Expense Type	Funding source		Amount
100184	Capital Project	Regional Sports Infrastructure Grant	\$	10,000,000
		Other Grants/contributions	\$	5,000,000
	Loan	Loan funds (~20yr@2% fixed P&I)	\$	15,000,000
			TOTAL \$	30,000,000

From this \$30m budget the amount allocated for this Tender component of the construction is \$19m ex GST. This allows for the Tender price and for contingencies resulting from unsuitable materials and unidentified contaminants uncovered once construction commences.

Of the residual \$11m, part was used for the site clean-up works (carried out under a previous tender) and the remainder will be used to construct the amenities buildings and spectator facilities (to be carried out under a future tender).

All of the original Tenderers for contract 2020-29:

- provided conforming tender submissions
- have prior experience in similar projects
- lodged submissions on time, with appropriate tender schedules completed
- attended the mandatory pre-tender meeting
- acknowledged the three addenda that were issued.

### 9.1 Tender for Design Construct Civil Works - Regional Sports Complex (Author: Thompson/Geyer) (Continued)

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Except for the qualifications and departures dealt with in original Evaluation of Price, December 2020 (Attachment 2), all tenders met the requirements of the RFT documents. The two preferred tenders were in keeping with pre-tender estimates prepared by NSW Public Works Advisory, however the civil works were higher than originally projected under the business case and grant application, largely due to the requirement to manage the large storm water channels passing through the site from Environa Drive and lands to the south. This tender does not include buildings on the site, which will be covered under a separate tender.

The two preferred tenderers, with whom Council has negotiated, under clause 178(3e) of the Regulation, have both submitted revised schedules and prices, showing savings based on their original tenders.

The revised submission by Tenderer 1, as shown in the attached Tender Evaluation Report, will deliver the necessary civil works and playing facilities to meet Council's commitment to the community and to the funding body. The redesign of the large storm water channels and deferring the playing surface installations of one hockey pitch and one soccer pitch will deliver a functional RSC, while spreading the asset renewal of the synthetic surfaces to a wider cycle. This will assist the facility to increase its patronage and not be faced with replacing all synthetic fields in the same year.

#### ***Resources (including staff)***

NSW Public Works Advisory (PWA) has been engaged to provide project management services for Phase 1. PWA has been instrumental in coordinating all procurement works, including Tender RFT 2020-29. PWA will continue to provide appropriately qualified engineers to oversee the works at the site forming part of Contract 2020-29, under direction of the QPRC Service Manager of Urban Landscapes.

#### **Conclusion**

The revisited scope and drainage design will assist in delivering a functional RSC within budget and meet funding commitments, still within the projected timelines. The preferred tenderer has the capacity to complete the contract and has tendered a sound package that achieves Council's goals within the budget limitations. The contract will allow the tenderer to commence detailed design and work to achieve the issue of a Construction Certificate shortly after the DA is determined.

#### **Attachments**

- Attachment 1 RFT 2020-29 - Negotiated Tender - Revised Evaluation Report (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 2 Initial Tender assessment Reported to Council 16 December 2020 (*Under Separate Cover*) - **CONFIDENTIAL**

9.2 Tender for Supply and Delivery of Centrifuge and Polymer Dosing for Queanbeyan STP Upgrade (Ref: ; Author: Hansen/Tooth)

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File Reference: 100123-18-02

**Summary**

Tenders were called via Tenderlink and Council's website for the Queanbeyan Sewage Treatment Plant (STP) Upgrade's key equipment packages. Tenders were assessed and scored. The tender evaluation panel have completed the tender review process and recommend that Contract No. 60 be awarded as recommended in Tender Evaluation Report.

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**Recommendation**

**That Council:**

**Award Contract 2020-60 for the Supply and Delivery of Centrifuge and Polymer Dosing for the Queanbeyan STP Upgrade to Tenderer no 1 subject to satisfactory financial stability and negotiation of commercial terms. Approve a total budget of \$934,472 including GST Contract 2020-60 for the Supply and Delivery of Centrifuge and Polymer Dosing for the Queanbeyan STP.**

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**Background**

Council is undertaking the upgrade of the Queanbeyan Sewage Treatment Plant (STP) located on Mountain Road, Jerrabomberra ACT. Several workshops have been held with councillors and reports submitted, as the project progresses.

The Queanbeyan STP is being delivered using detailed design followed by a construction only contract that will include construction, installation of equipment, testing and commissioning by a principal contractor.

Key equipment packages have been identified as part of the early detailed design for early vendor engagement. The early engagement allows QPRC to select equipment based on tender price and whole of life cost as well as non-price factors including performance, reliability, energy efficiency, operation, and maintenance requirements. This early vendor engagement approach also enables the treatment plant detailed design and tender documentation to be further optimised around specific details of equipment packages, reducing the risk of delays and rework.

These equipment supply contracts will be novated to the principal contractor for installation as part of the construction contract.

**Implications**

***Legal***

Open tenders were called and assessed in accordance with s55 of the *Local Government Act 1993* and Part 7 of the *Local Government (General) Regulation 2005*.

As the STP site is located within the ACT, approval for the Queanbeyan STP upgrade is being sought under the ACT Government's *Planning and Development Act 2007*.

**9.2 Tender for Supply and Delivery of Centrifuge and Polymer Dosing for Queanbeyan STP Upgrade (Ref: ; Author: Hansen/Tooth) (Continued)**

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***Policy***

The tenders were conducted in accordance with Council's Procurement Policy and that of the NSW Government.

***Environmental***

QPRC has prepared for publication a draft EIS for the project to assess the anticipated impacts of the project on the environment including specific matters identified by the ACT Environment, Planning and Sustainable Development Directorate (EPSDD).

***Sustainability***

The design of the new facility is being developed using the Infrastructure Sustainability Council of Australia (ISCA) rating tool. The STP will be powered by renewable energy under QPRC's existing power supply contract arrangements. Potential impacts of climate change have been considered as part of the design development.

***Asset***

The Queanbeyan Sewage Treatment Plant (current and upgrade) is a Council asset that is located within the ACT. The current Queanbeyan STP treats sewage from Queanbeyan and discharges treated effluent to the Molonglo River. The current STP was built in the mid-1930s with the latest upgrade being in the mid-1980s. The plant receives flows above its intended capacity and is operating with equipment that is approaching the end of its service life. The project will replace this infrastructure with a modern facility that will improve treatment reliability and provide additional capacity to support growth and development in Queanbeyan.

***Social / Cultural***

While the Queanbeyan STP is currently meeting effluent licence conditions, it is reaching its end of service life at which time its ability to meet pollutant load requirements presents a major risk to QPRC, the community and the environment.

Social and cultural impacts have been considered in the development of the draft EIS.

***Engagement***

As part of the options development, project planning and preparation of the draft EIS, QPRC undertook consultation activities with a range of government and agency stakeholders. QPRC has also undertaken a series of community engagement activities prior to and during the preparation of the draft EIS.

The draft EIS will be publicly exhibited once ACT EPSDD completes their review and releases the document for exhibition. This is scheduled for February 2021.

***Financial***

While Council has yet to give final approval for the Queanbeyan STP Upgrade project, these engagements are critical to advancing the detailed design for the project to permit a tender to be prepared for the construction of the new plant. Further work is underway on the financial impacts and funding plan for the project and this will be presented to Council before a tender for construction is issued.



## 9.2 Tender for Supply and Delivery of Centrifuge and Polymer Dosing for Queanbeyan STP Upgrade (Ref: ; Author: Hansen/Tooth) (Continued)

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This early vendor engagement approach enables the treatment plant detailed design and tender documentation to be further optimised around specific details of equipment packages, reducing the risk of delays and rework.

The equipment supply contracts will be novated to the contractor who is awarded the construction of the Queanbeyan STP Upgrade. This contractor will be paying the majority of the costs of the equipment supply and delivery costs.

The equipment supply contracts include a termination clause for convenience, enabling Council to terminate the contracts should the project not proceed. Council would only be liable to pay for work undertaken up to the date of termination.

Funds are currently available in the Queanbeyan Sewer Fund Reserve for these works however total project funding will be detailed in the funding plan yet to come to Council.

### ***Integrated Plan***

This project is included in the adopted Queanbeyan Sewage Masterplan, Council's Long Term Financial Plan and in both Council's Operational and Delivery Plans. This project meets the Community Strategic Plan objectives and is a key part of every Strategic Pillar of Council and our Community.

### **Conclusion**

The tenderer that best satisfies the selection criteria of the Tender is Tenderer No 1.

### **Attachments**

- Attachment 1      2020-60 - Tender Evaluation Report - Supply & Delivery of Centrifuge & Polymer Dosing for the QST Upgrade (*Under Separate Cover*) -  
**CONFIDENTIAL**



9.3 Local Roads and Community Infrastructure Projects - Phase 2 (Ref: ; Author: Hansen/Cooke)

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File Reference: 11.10.1-01

**Summary**

In May 2020, the Deputy Prime Minister's office announced allocations for the \$500m Local Roads and Community Infrastructure (LRCI) Program, forming part of the COVID and infrastructure stimulus. Through the 2020/21 Budget, the Australian Government announced a \$1 billion extension of the LRCI program, following strong community and local government support. Under the Phase 2 LRCI funding, Council will receive \$2,624,598.

This report lists potential projects to be funded by the LRCI Phase 2 funding, and may be used to fund standalone projects, or also be considered as co-contribution to the election projects.

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**Recommendation**

**That Council:**

- 1. Accept the Local Roads and Community Infrastructure (LRCI) Program Phase 2 grant of \$2,624,598.**
  - 2. Determine the projects to be funded in FY21 and FY22, for lodgement of a works schedule with the Government.**
- 

**Background**

The Australian Government has committed a further \$1 billion to the Local Road and Community Infrastructure Program (LRCI Program) to support jobs, businesses and the resilience of local economies. Council's share of funding has been calculated in a similar way to how the Roads to Recovery Program and the road component of the Financial Assistance Grants works. This formula takes into consideration road length and population.

From 1 January 2021, Councils will be able to access funding to support delivery of priority local road and community infrastructure projects. Funding is available for local road and community infrastructure projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public. All works need to be completed by 31<sup>st</sup> December 2021.

### 9.3 Local Roads and Community Infrastructure Projects - Phase 2 (Ref: ; Author: Hansen/Cooke) (Continued)

#### Implications

#### **Asset**

Councillors have considered a number of requests in former and current Operational Plans (OP) and Delivery Programs (DP), that may now be contemplated for funding, including;

<b>Item</b>	<b>Location</b>	<b>Project</b>	<b>Estimate</b>
1	BGD – Playground	Construct Bungendore Playground	\$700,000
2	BGD Halfway Creek Crossing	Construct bridge over Halfway Creek to access the Bungendore Sports Hub.	\$650,000
3	BGD – Hoskinstown Road	Seal 1,000m of Hoskinstown Road from Briars Sharrow Road towards Plains Road.	\$550,000
4	NER – Bindi Brook Causeway	Replace the existing Bindi Brook low level causeway with a box culvert.	\$600,000
5	QBN – Williamsdale Road	Extend seal by 1,000m on Williamsdale Road from Monaro Highway end.	\$700,000
6	BWD – Skate Park	Construct Skate Park	\$650,000
7	NER – Nerriga Road	Rehabilitate 1,000m of existing pavement.	\$300,000
8	BWD – Northangera Road	Repair drainage issues and extend seal to Mongarlowe RFS shed	\$400,000
		<b>Total:</b>	<b>\$4,550,000</b>

The following projects are recommended to Council for funding:

<b>Item</b>	<b>Location</b>	<b>Project</b>	<b>Estimate</b>
1	BGD – Playground	Construct Bungendore Playground	\$700,000
2	BGD Halfway Creek Crossing	Construct bridge over Halfway Creek to access the Bungendore Sports Hub.	\$650,000

### 9.3 Local Roads and Community Infrastructure Projects - Phase 2 (Ref: ; Author: Hansen/Cooke) (Continued)

3	NER – Bindi Brook Causeway	Replace the existing Bindi Brook low level causeway with a box culvert.	\$600,000
4	QBN – Williamsdale Road	Extend seal by 1,000m on Williamsdale Road from Monaro Highway end.	\$674,598
		<b>Total:</b>	<b>\$2,624,598</b>

#### ***Engagement***

Should the projects to be submitted in the works schedule to Government be drawn from an adopted DP or submitted (and excluded) from an OP, further community engagement may not be required, in turn enabling procurement of contractors to undertake the work in FY21 and FY22.

#### ***Financial***

All councils will need to demonstrate that projects are additional to their pre-COVID-19 work program for 2020-21. If a project has been brought forward from a future work program it will be eligible for funding.

#### **Attachments**

Attachment 1      LRCI Phase 2 Fact Sheet (*Under Separate Cover*)





9.4 Asset Management Strategy (Ref: ; Author: Hansen/Grant)

File Reference: 36.2.2-02

**Summary**

Councillors considered the draft Asset Management Strategy (AMS) in a workshop on 3 February. Forming part of the Resourcing Strategy, it is proposed the AMS be exhibited for community feedback then returned to Council for adoption.

Separately, an Asset Management Improvement Plan (AMIP) aimed to build organisation capability has been endorsed by the Executive, further to the Asset Maturity Assessment and the adoption of the Asset Management Plans last year.

**Recommendation**

**That the draft Asset Management Strategy be endorsed for exhibition for 28 days with a further report to then be brought back to Council.**

**Background**

The draft AMS and AMIP rest in the asset management framework, and influence asset, financial and workplace policy, development and reporting. The framework illustrates the relationship between the strategy, plans and policies, and differentiates asset and service standards.

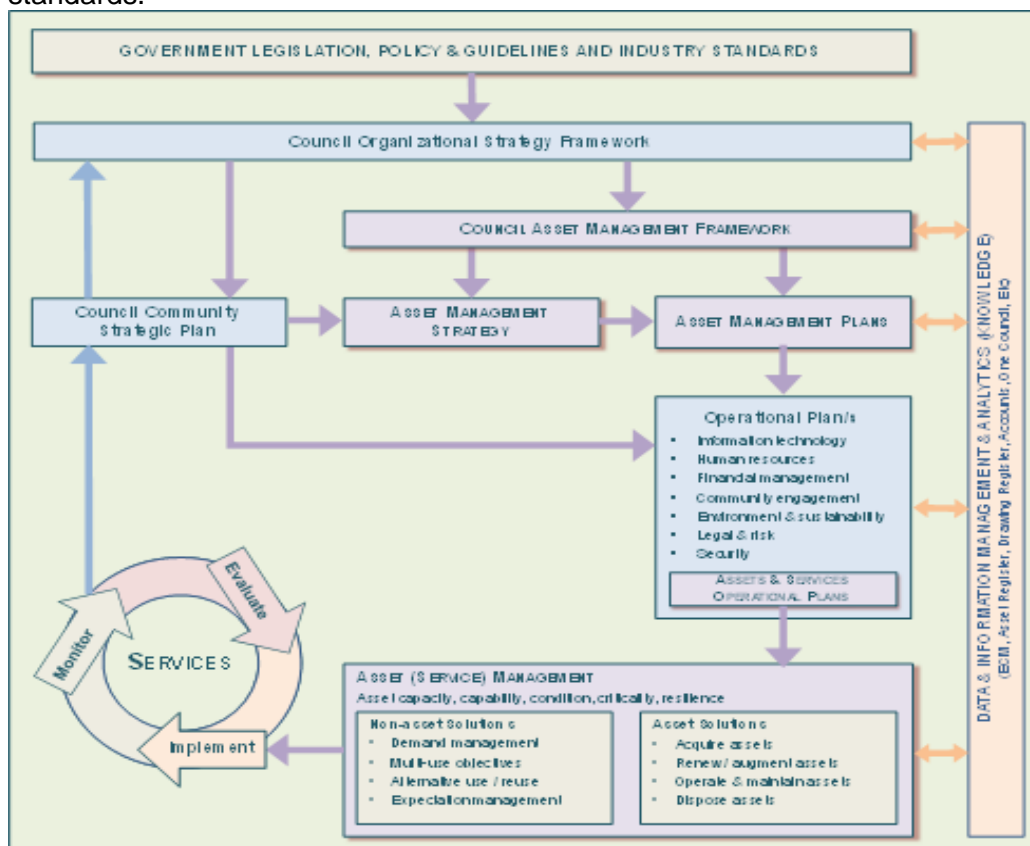


Figure 1 Asset Management Planning in QPRC

**9.4 Asset Management Strategy (Ref: ; Author: Hansen/Grant) (Continued)**

The Strategy is designed on the *driver-state-pressure-impact-response* model in line with other Resourcing Strategy documents, differentiates technical from service standards and nominates approaches to manage customer requests and risk exposures.

**Technical**

- role of the asset in network or hierarchy
- design specifications per class of infrastructure to be constructed
- relevant AS/ISO specifications or legislation/regulation
- type/quality facilities on classes of asset identified in strategies or plans (eg network or corridor hierarchy, or sports strategy)

**Asset Performance**

- configuration of failure modes, intervention levels and performance indicators for the type of asset concerned
- grading of the degree of distress / performance being exhibited by the asset for each of the failure modes / performance indicators
- recording the upper and lower condition and performance limits for the assets concerned
- flagging when an asset exceeds or falls below the limits
- KPIs required for third party reporting (eg DPI water, EPA, TfNSW)

**Service Outcomes**

- quality, frequency, location (as disclosed in service statements), such as:
- queuing at intersections, access to parking and frequency of accidents on roads
- frequency of cleaning toilets and mowing parks
- incidence of polluting events in drains and waterways
- frequency of collection and utilisation of waste
- patronage at community centres, and recreation and cultural facilities
- maintenance levels of service (eg grading frequency by road classification/locality)
- intervention condition level (ICL) per class of asset/locality
- routes to be made accessible within [x] hours of an emergency closure - cleared or detour provided.
- maximum period of loss of water supply to a given number of customers

**Strategic**

The Strategy draws several conclusions and collates several key recommendations to manage the drivers and pressures such as funding, capability and growth:

Customer	<ul style="list-style-type: none"> <li>i. Provide, present and maintain assets to a level that achieves broad community satisfaction (&gt;3.25/5 ranking in biennial satisfaction surveys)</li> <li>ii. Acceptable levels of service is supported by assets (as disclosed in service statements)</li> </ul>
Growth	<ul style="list-style-type: none"> <li>i. Design and extend the capacity of assets and connectivity of transport and utility networks in line with population growth forecasts</li> <li>ii. Leverage the presence and capacity of assets to stimulate business investment, visitor activity and economic returns</li> <li>iii. Utilise planning instruments and agreements to optimise connectivity to networks and capacity of infrastructure and facilities delivered through new developments</li> <li>iv. Extend or upgrade assets (such as seal/extend seal on roads) when:</li> </ul>



## 9.4 Asset Management Strategy (Ref: ; Author: Hansen/Grant) (Continued)

	<ul style="list-style-type: none"> <li>a. Assets are designed and constructed to standard for planned loads</li> <li>b. &gt; 50% funded by held contributions or conditioned by current DA, and</li> <li>c. balance met by SRV or grant</li> </ul>
Standards	<ul style="list-style-type: none"> <li>i. Apply international asset and risk standards (ISO55000 and ISO31000) to decision making and priority settings for management, maintenance, renewal and upgrade of assets</li> <li>ii. Build organisation asset skill and technology capability from 'Basic' to 'Advanced' maturity assessments in medium term</li> <li>iii. Retain health, safety, environment and quality (HSEQ) standards to sustain contracts with government and private works</li> <li>iv. Calibrate asset ratios (maintenance, renewal, backlog) in line with the Financial Strategy</li> </ul>
Financial	<ul style="list-style-type: none"> <li>i. Align asset maintenance and renewal spend to the rate of depreciation (generally expending 1% of the asset base value on annual average)</li> <li>ii. Establish 'infrastructure sinking fund' used to draw on, or replenish, annualised differences in the value of depreciation and maintenance and renewal spend</li> <li>iii. Apply generational equity principles to provision, renewal and upgrade of assets -generally raising debt, securing development contributions or procuring grants to renew, upgrade or expand assets and networks</li> <li>iv. Appropriately assign dividends as ROI from utilities assets (QBN water, sewer, waste) to renewal and upgrade of other infrastructure and facilities in Queanbeyan</li> <li>v. Align asset ratio forecasts to financial capacity (expressed in LTFP)</li> <li>vi. Rank decisions to extend, renew or replace assets on best value (in line with asset life cycle, cost of finance and organisation capability)</li> <li>vii. Resource cadet, apprentice and trainee staffing to augment asset management and operational capability, and mitigate loss of expertise through retirement and competition</li> <li>viii. Establish pricing strategies for asset patronage and usage, including price setting for behaviour management (to align to Pricing Policy)</li> <li>ix. Work with CRJO to introduce procurement strategies to obtain best value supply and service contracts</li> </ul>
Risk	<ul style="list-style-type: none"> <li>i. Design and monitor performance of assets to adapt to expected risk associated with anticipated climatic changes, natural disasters and known changes in environmental standards</li> <li>ii. Rank decisions on investment or disposal of assets on the risk posed to health, business or the environment</li> </ul>
Priority Setting	<ul style="list-style-type: none"> <li>i. Guide upgrade and new infrastructure expenditure on priorities established with key strategies – such as Integrated Transport, Integrated Water Cycle Management, Local Strategic Planning Statement, Planning Agreements – designed to ensure ten years of forward planning and delivery for infrastructure networks and facilities is available</li> <li>ii. Provide resources to enable infrastructure designs and estimates to be one year in advance of scheduled delivery, to enable take up of grant or developer sponsored infrastructure funding</li> <li>iii. Renewal and investment in assets is financially and environmentally sustainable, and focussed on safety and prosperity for the LGA</li> <li>iv. Consider the economic, social, environmental and financial impacts of investment or decline in assets - including expanding sealed road network and effects on maintenance and backlog; or design of new carparks on type, cost, pricing consequences and behaviour influences</li> </ul>

## 9.4 Asset Management Strategy (Ref: ; Author: Hansen/Grant) (Continued)

**Conclusion**

While the AMIP should integrate with Workforce and Digital Plans, the AMS in particular should align with funding availability in the LTFP and contribution plans. The table below summarises the funding ambitions of the AMS, yet to be calibrated to the LTFP to be adopted by the new Council.

	Financial Year – Capital Works (\$,000)									
	FY/21	FY/22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30
<b>New</b>						-	-	-	-	
Buildings	62,588	31,925	153	30,153	-	-	-	-	-	
Footpaths	825	-	-	-	-	-	-	-	-	
Other	1,074	4,040	-	-	-	-	-	-	-	
Other Structures	3,441	-	-	-	-	-	-	-	-	
Roads	39,968	7,152	7,000	5,000	-	-	-	-	-	
Stormwater	2,824	-	-	-	-	-	-	-	-	
Water	3,734	169	169	-	-	-	-	-	-	-
Sewer	8,273	30,540	30,540	30,397	11,357	13,773	-	-	-	-
Pools and Open Space	104	-	10,000	-	-	-	-	-	-	
<b>Non-Cash Assets</b>										
<b>New</b>										
Roads	6,127	7,000	7,158	7,319	7,438	7,652	7,824	8,000	8,180	8,364
Sewer Network	909	929	950	971	993	1,015	1,038	1,062	1,086	1,110
Water Network	571	584	597	610	624	638	653	667	682	698
<b>Renewal</b>										
Bridges	1,955	710	719	728	737	747	758	769	781	793
Buildings	8,202	11,822	104	3,103	4,579	4,634	4,723	4,814	4,907	5,002
Footpaths	83	411	417	423	429	436	443	451	459	497
Other	7,040	3,410	3,390	3,410	3,390	3,624	3,693	3,763	3,833	3,905
Other Structures	94	230	234	238	243	247	252	258	263	268
Roads	25,292	17,235	6,753	7,052	7,268	7,491	7,740	7,997	8,262	8,535
Stormwater	-	1,678	1,699	1,720	1,742	1,764	1,790	1,816	1,844	1,871
Water	2,870	2,556	7,631	2,340	2,382	2,425	2,474	2,525	2,577	2,631
Sewer	5,273	5,911	6,618	7,338	21,316	8,119	8,300	8,484	8,674	8,869
Pools and Open Space	1,747	208	308	314	321	327	335	343	351	359
<b>Grand Total</b>	<b>182,995</b>	<b>126,511</b>	<b>84,440</b>	<b>101,118</b>	<b>62,864</b>	<b>52,892</b>	<b>40,023</b>	<b>40,949</b>	<b>41,899</b>	<b>42,872</b>

**9.4 Asset Management Strategy (Ref: ; Author: Hansen/Grant) (Continued)**

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**Conclusion**

This Asset Strategy builds on continued improvements in asset management knowledge and will guide additional asset management process improvements as QPRC seeks to move towards an advanced level of asset management. This strategy will supersede the currently adopted Asset Strategy once formally adopted by Council.

**Attachments**

Attachment 1      Draft Asset Management Strategy (*Under Separate Cover*)





9.5 Cultural Arts Assistance Scheme (CAAS) Grants (Ref: ; Author:  
Hansen/Richards)

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**File Reference:** 1.1.3

**Summary**

QPRC's Cultural Arts Assistance Scheme has been operating for several years. This paper requests changes to the scheme to both distinguish from other, similarly named grant funds and to change the type and nature of grants to reflect creative industry standards. It should be noted that there is no request for additional funds.

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**Recommendation**

**That Council endorse:**

- 1. The change of name from Cultural Arts Assistance Scheme (CAAS) to QPRC Cultural Grants.**
  - 2. The change of eligibility categories for cultural grants.**
  - 3. The draft grant application form.**
- 

**Background**

There is some confusion in the industry between QPRC's current cultural grants scheme known as *Cultural Arts Assistance Grants (CAAS)* and *Country Arts Support Program (CASP)* run by Regional Arts NSW. A change of name to QPRC Cultural Grants would clearly delineate the distinct grants program.

The current grants of \$700 and \$1500 have not kept pace with inflation of creative industry standards. In addition, eligible applicants are currently only a narrow field of the creative industry's QPRC population. Opening eligibility to include individual practitioners and project group collaboration would significantly enhance the value of the awards to the artistic community. There is no request to increase or alter the total funding pool.

If Council agrees to the proposed changes, a draft application document reflecting these changes is appended.

***Financial***

Currently only local arts and cultural groups are eligible to apply for a grant. This paper proposes changes to allow:

- Up to \$500 for individual artists, performers, writers for creative projects or performances that take place in the QPRC LGA
- Up to \$1000 for groups of artists, performers, writers for creative projects or performances that take place in the QPRC LGA
- Up to \$1500 for not for profit unincorporated community groups for creative projects or cultural events that enhance arts opportunities in the QPRC LGA
- Up to \$3000 for not for profit incorporated community groups for creative projects or cultural events that enhance the arts and cultural opportunities in the QPRC LGA that employs a local artist or number of artists as part of the project.

**9.5 Cultural Arts Assistance Scheme (CAAS) Grants (Ref: ; Author:  
Hansen/Richards) (Continued)**

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<b>Program Code</b>	<b>Expense Type</b>	<b>Funding source</b>		<b>Amount</b>
63153	Donations	Cultural Arts Assistance Scheme	\$	25,000

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**Conclusion**

The suggested changes to cultural grants will increase the number of artists who can benefit from the scheme and reduce repetition and confusion in both the naming of the grants and the method of application.

**Attachments**

Attachment 1  QPRC Cultural Grants Application (*Under Separate Cover*)

## REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.6 Land Classifications Lot 1-3 DP1262898 - Bungendore Sports Hub - Road Corridor and Future Sewer Treatment Plant Extensions (Ref: ; Author: Knight/Fulton)**

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**File Reference:** Bungendore Land Classification – PROPERTY MANAGEMENT – 46.1.1

**Summary**

This report is seeking Council's approval, following the acquisition of three lots of land in Bungendore, to classify Lot 1 (15.92Ha) DP1262898 for the Bungendore Sports Hub as 'Community Land', Lot 2 (1.532Ha) DP1262898 for the future purpose of a Road Corridor as 'Operational Land', and Lot 3 (6.866Ha) DP1262989 for the future Sewer Treatment Works extension as 'Operational Land'.

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**Recommendation**

**That Council resolve, in accordance with Section 31(2) of the Local Government Act 1993 (NSW), that the land classifications below be adopted:**

- 1. Lot 1 DP1262898 Bungendore - Community Land**
  - 2. Lot 2 DP1262898 Bungendore – Operational Land**
  - 3. Lot 3 DP1262989 Bungendore – Operational Land**
- 

**Background**

On 24 December 2020 ownership of these lots was completed by compulsory acquisition and payment of compensation into a Trust Account. The payment was made following receipt of the final Valuer General's report that determined compensation previously reported to Council.

Payment was made in accordance with the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991* to allow Council to take immediate occupation of the land. The former owners can appeal the Valuer General valuation to the Local Environment Court, however this will have no impact on Council's ownership or access.

The acquisition of this land has three lots, each with a designated purpose. Council can classify the land as either "operational land" or "community land". The intended purpose of the lots is detailed below.

***Lot 1 DP1262898 Bungendore – Bungendore Sports Hub***

Lot 1, which totals 15.92 Hectares, is the site for the Bungendore Sports Hub and requires a land classification of 'Community Land'. See Figure 1 below.

**9.6 Land Classifications Lot 1-3 DP1262898 - Bungendore Sports Hub - Road Corridor and Future Sewer Treatment Plant Extensions (Ref: ; Author: Knight/Fulton) (Continued)**

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*Lot 2 DP1262898 Bungendore - Road Reserve*

Lot 2, which totals 1.532 Hectares, is to provide a road corridor and requires a land classification of 'Operational Land'. See Figure 2 below.

Following confirmation of the lot classifications Council will proceed to register the lot as 'road reserve' in accordance with the *Roads Act 1993*. The road will also facilitate a potential alternate route from Malbon St to Bungendore Road, bypassing Halfway Cr bridge.

*Lot 3 DP1262898 Bungendore – Future Treatment Works Extension*

Lot 3, which totals 6.866 Hectares, is to provide for the future extension of the Bungendore Treatment Works and requires a land classification of 'Operational Land'. See Figure 3 below.

**Implications**

***Legal***

Section 34 of the *Land Acquisition (Just Terms Compensation) Act* provides that a person who was in lawful occupation of land before it was compulsorily acquired is entitled to remain in occupation of the land until:

- a) the compensation is duly paid to the person;
- b) the Council makes an advance payment to the person of not less than 90% of the amount of the compensation offered; or
- c) the Council makes a payment into the Trust Account kept under Part 3 of that Act of not less than 90% of the compensation offered.

Council has paid the full compensation determined by the Valuer-General into the Trust Account under Part 3 of the Act and is entitled to take possession of the land it has acquired. Arrangements will be explored to enable agistment of the unused portions under licence.

*Section 31(2) of the Local Government Act 1993* states that "Before a Council acquires land, or within 3 months after it acquires land, a Council may resolve (in accordance with this Part) that the land be classified as community land or operational land."

***Asset***

The above land and infrastructure will be recognised in the Council's asset management data base.

**Conclusion**

It is now appropriate that the land be classified in accordance with the *Local Government Act 1993*.



9.6 Land Classifications Lot 1-3 DP1262898 - Bungendore Sports Hub - Road Corridor and Future Sewer Treatment Plant Extensions (Ref: ; Author: Knight/Fulton) (Continued)

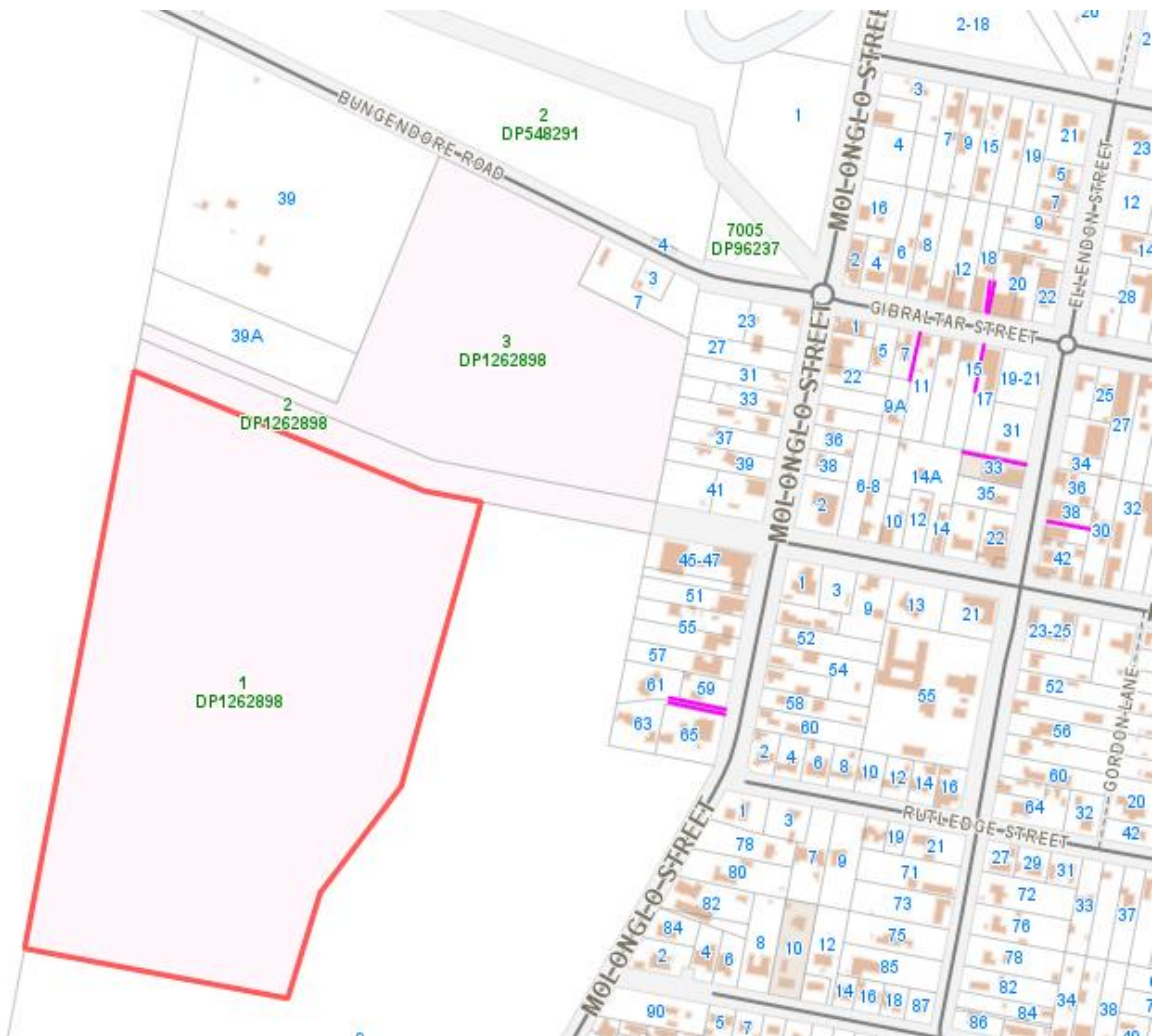


Figure 1 - Lot 1 DP1262898 Bungendore – Bungendore Sports Hub



9.6 Land Classifications Lot 1-3 DP1262898 - Bungendore Sports Hub - Road Corridor and Future Sewer Treatment Plant Extensions (Ref: ; Author: Knight/Fulton) (Continued)



Figure 3 - Lot 3 DP1262898 Bungendore – Future Treatment Works Extension

**Attachments**

Nil



9.7 Land Acquisition - Bungendore Water (Ref: ; Author: Knight/Fulton)

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**File Reference:** Land Acquisition – 52.4.1-02

**Summary**

On 24 June 2020, Council endorsed an amended Development Servicing Plan for the Palerang Community Water Supply.

Part of the capital works program includes the expansion of the East Bungendore Bore which is located on privately owned land. Permission is sought to proceed with the subdivision and purchase of part of the Land and finalise the creation of the required water and electricity easements and right of carriageway.

---

**Recommendation**

**That Council:**

- 1. Authorise the acquisition of the land and the easements as detailed in the proposed plan of subdivision for the sum of \$24,500.**
  - 2. Upon the acquisition being finalised, the land be categorised as “Operational Land” in accordance with the provisions of the *Local Government Act 1993*.**
- 

**Background**

Capital works associated with the East Bungendore Bore site form part of the greater plans for the expansion of the Bungendore Water Supply. The acquisition of the East Bore Site falls within the 2020/2021 program of the 10 Year Capital Works Program outlined in the Development Servicing Plan for the Palerang Community Water Supply, effective 1 July 2020.

The works program includes the resumption of a water bore and 900m<sup>2</sup> of privately owned land around the bore facilitated by a proposed plan of subdivision (the ‘Site’). Also required as part of the resumption of land is the creation of a 5-metre-wide water easement, a 2-metre-wide underground electricity easement and a right of carriage way to gain access to the Site.

Below is a map extract showing the land in its current state and further below are extracts from the proposed plan of subdivision prepared by the surveyors engaged by Council which details the dimensions of the Site and required easements.



Diagram 1: Map of Lot 1 in Deposited Plan 747767.

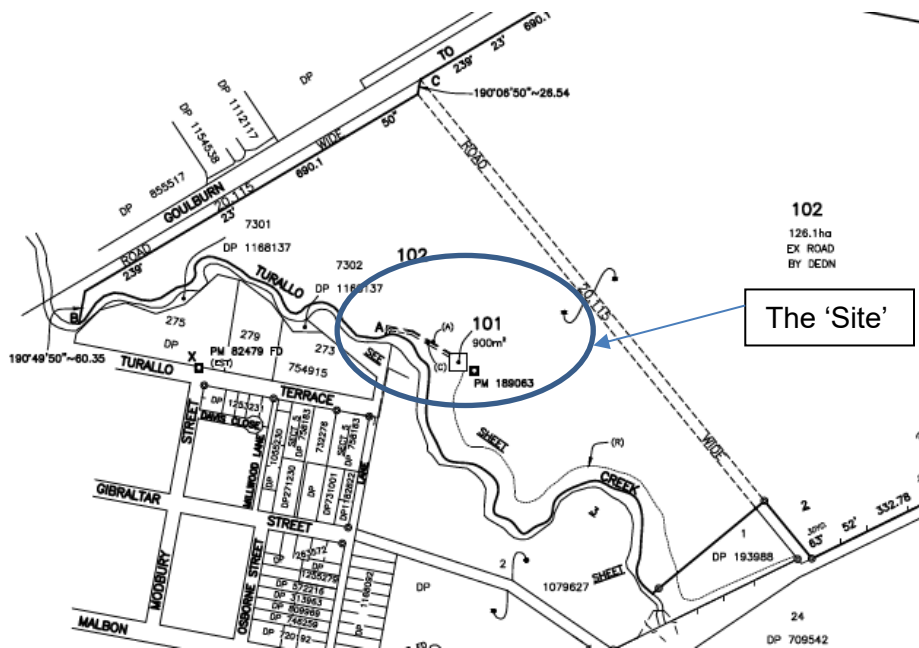


Diagram 2: Proposed Plan of Subdivision

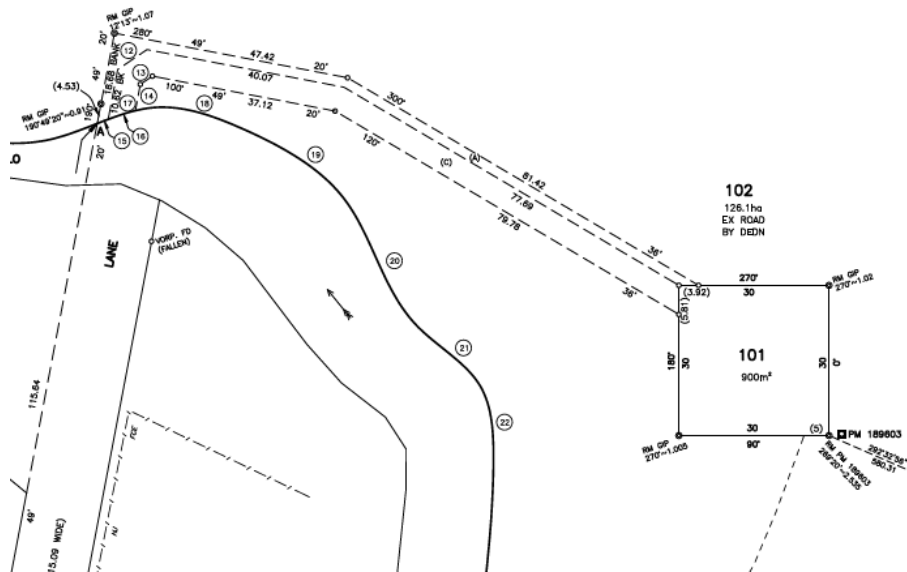


Diagram 3: Proposed Plan of Subdivision – detailed view.

## **Implications**

### ***Legal***

Around mid-2019, Council commenced negotiations with the landowner regarding the terms of the land acquisition and easements. These have now concluded, the terms of which form a Deed of Agreement for Acquisition of Land and Easements. Council's surveyors have finalised the proposed plan of subdivision and the accompanying section 88b instrument, and the documents are with the landowner's solicitors for execution by their client.

The subdivision of the land will not require a DA as it is a permitted use to create a lot for public purpose.

Council is expecting receipt of the executed documents which will then require signature on behalf of Council to progress lodgement of the Plan. Upon production of the title by the landowner, registration with the accompanying Deed will be progressed through the NSW Land Registry Services.

### ***Environmental***

The acquisition proposal is a small but vital component of the overall project that will see many kilometres of additional pipelines laid, the construction of two water pumping stations, a new service reservoir and an additional water treatment plant. The services of NSW Public Works Advisory have been retained to assist Council in terms of all aspects of the project's design, specification and construction. The engagement includes all necessary flora, fauna and heritage assessments that will make up the formal Review of Environmental Factors (REF) process required under Part V of the EP&A Act 1979.

### ***Asset***

Once acquired, the land and relevant infrastructure on the Site would be added to the Council Asset register.

**9.7 Land Acquisition - Bungendore Water (Ref: ; Author: Knight/Fulton) (Continued)**

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It is proposed that once acquired the land comprising the Site be classified as Operational under the *Local Government Act 1993*.

***Financial***

A valuation for the acquisition land was prepared and assessed at \$24,500.00. This is the compensation value that has been reflected in the Deed of Acquisition.

The acquisition and associated costs will initially be met from reserves in the Palerang Water Fund and subsequently recovered from the new s.64 contribution charges as they are received from any serviced new greenfield lots

**Conclusion**

It is appropriate to support the acquisition of this land.

**Attachments**

Nil



9.8 Asset Accounting Policies (Ref: ; Author: Knight/Eiszele)

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**File Reference:** 43.3.1-02

**Summary**

Council is required to prepare accurate financial reporting of its infrastructure assets and design asset information that is consistent with, and supports, efficient asset management in accordance with Council's Asset Management Plans.

Whilst most of the requirements which Council must meet are detailed in Australian Accounting Standards and the Local Government Act, Council also adopts local accounting policies with respect to asset recognition and accounting, described in the annual financial statements.

This report provides Council with an opportunity to consider the adoption of new Asset Accounting Policies that prescribe how infrastructure is accounted for on acquisition / construction / contribution, and over the life of the asset. The accounting issues around the financial reporting of fixed assets are:

- Initial recognition
- Re-valuation
- Depreciation
- Impairment; and
- Disposal

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**Recommendation**

**That Council adopt the draft Asset Accounting Policies:**

1. **Asset Class Definitions Policy**
  2. **Asset Capitalisation Policy**
  3. **Asset Depreciation and Impairment Policy**
  4. **Asset Revaluation Policy**
  5. **Agency Asset Policy**
- 

**Background**

The draft asset accounting policies regulate and guide the standardised approach followed by Council when accounting for infrastructure, property, plant and equipment. They are consistent with *Australian Accounting Standards*, the *Office of Local Government Code of Accounting Practice*, and the *IPWEA Australian Infrastructure Financial Management Manual*.

**Implications**

***Policy***

Council's annual financial statements contains a summary of accounting policies which form the basis for accounting decisions and are endorsed by Council in signing the Statement by Councillors and Management. In formally adopting its asset accounting policies, Council will provide a platform for the development of consistent control processes for asset accounting that are defensible to external audit.

**9.8 Asset Accounting Policies (Ref: ; Author: Knight/Eiszele) (Continued)**

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Several of the asset accounting policies have short review dates (12 months), that will allow the continuous review and improvement of accounting policy and practice, after each financial reporting cycle.

***Strategic***





The information presented in Council's financial reporting shows the results of Council's stewardship of the public resources entrusted to it and provides information to decision-makers for future investment decisions.

The draft asset accounting policies have been designed to achieve a consistent accounting treatment for fixed assets and to support a structure that will provide relevant and useful information on, and improved accountability for, resource allocation and strategic asset management – supporting Council's Asset Management Strategy.

**Conclusion**

In formally adopting its asset accounting policies, Council will provide a platform for the development of consistent internal control processes for asset accounting that are defensible to external audit.

**Attachments**

- |  |  |
|--|--|
| Attachment 1   | Draft Asset Class Definitions Policy ( <i>Under Separate Cover</i> )           |
|  Attachment 2 | Draft Asset Capitalisation Policy ( <i>Under Separate Cover</i> )              |
|  Attachment 3 | Draft Asset Revaluation Policy ( <i>Under Separate Cover</i> )                 |
|  Attachment 4 | Draft Asset Depreciation and Impairment Policy ( <i>Under Separate Cover</i> ) |
|  Attachment 5 | Draft Agency Asset Policy ( <i>Under Separate Cover</i> )                      |

9.9 Quarterly Budget Review Statement for the Quarter Ending 31st December 2020 (Ref: ; Author: Knight/Blakey)

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File Reference: 43.5.2-09

**Summary**

The December 2020 Quarterly Budget Review Statement (QBRs) provides a summary of Council's financial performance at the end of the December 2020 quarter and reports on progress made against the original budget adopted by Council in its 2020/21 Operational Plan.

The budget adjustments recommended to Council for approval result in a net reduction to the budgeted surplus of \$6,146,000.

The revised estimated operating result for the year to 30 June 2021 is a deficit of \$4,571,000 comprising a deficit of \$6,137,000 in the General Fund and a surplus of \$1,566,000 in the combined Water and Sewer Funds.

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**Recommendation**

**That Council:**

- 1. Receive the December 2020 Quarterly Budget Review Statement and Adopt the recommended budget variation as outlined in the report.**
  - 2. Note the estimated consolidated budget deficit of \$4,571,000, consisting of \$6,137,000 General Fund deficit and \$1,566,000 water and sewer fund surplus.**
- 

**Background**

The Office of Local Government (OLG) has developed a set of reporting requirements for the QBRs, to facilitate progress reporting against the original budget, and revised budgets at the end of each quarter. A detailed list of budget variances across the organisation is included in the attached QBRs, which has been prepared in consultation with all Branches and Portfolios within QPRC.

An additional report has been included with the December QBRs, showing the consolidated budget position, with income and expenditure reported by Branch. The totals of the report reconcile back to the consolidated "Total Council Summary." It is intended that this additional report be incorporated into future QBRs, and that future financial reporting continue to be improved to support the information requirements of Council.

The key financial priorities and budget adjustments in the December quarter are:

- \$150m capital works program
- \$40.5m net cash expenditure
- \$28.6m natural disaster projects over 3 years
- General fund operational budget deficit position

**9.9 Quarterly Budget Review Statement for the Quarter Ending 31st December 2020  
(Ref: ; Author: Knight/Blakey) (Continued)**

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**Capital Works Program**

The capital works budget for 2020/21 is \$150million and 17% was expended by 31 December. 82.6% of the total budget is projected in the second half of 2020/21, creating a delivery challenge for Council.

**Net reduction of Cash and Reserves**

After operating and capital items, the forecast budget projects a net cash decrease of \$40.5million by 30 June 2021.

The cash decrease is funded through a reduction in externally restricted reserves \$34.6million, reduction in internal reserves \$8.3million, and an increase to unrestricted cash of \$2.5million.

The significant decline in externally restricted cash is a result of grant funding being received in an earlier year and budgeted for expenditure in the current annual budget.

Similarly, the decline in internal reserves is a result of Council decisions to set aside funds for projects that are being budgeted for expenditure in the current financial year. Council should also ensure that it carries sufficient internal reserves for current and future liabilities, such as to maintain its plant fund and pay employee leave entitlements.

Council's unrestricted balance increases in the current year budget as a result of a budgeted loan drawdown for the QCCP project, that includes a reimbursement for project expenditure incurred in prior financial years.

Council's ambitious investment strategy takes advantage of the current low interest rate environment, and capitalises on grant funding opportunities; however also creates a substantial draw on Council's cash and reserves, and therefore increases the requirement for strong financial oversight and budget management.

Based on current budget projections, an unrestricted cash balance of \$2.6 million is forecast at 30 June 21, and an internal reserve balance of \$16.0 million. However, these values can be significantly impacted by unplanned cash inflows and outflows and timing of external funding.

**Natural Disaster Funding**

TNSW has approved \$28.6 million funding for natural disaster projects, budgeted over 2 years for the reinstatement of assets, clearing of drains and removal of burned out roadside vegetation. \$20.5 million has been included as an operational budget adjustment in the current financial year. The works program is fully funded, and there is no net budget impact, however there is a cashflow timing impact for the time it takes for claims to be processed and paid.

This timing issue is expected to continue to place pressure on Council's unrestricted cash balance; and staff will continue to review and improve procedures for regular grant claims and regular monitoring and reporting of unpaid debtors and unrestricted cash.

**9.9 Quarterly Budget Review Statement for the Quarter Ending 31st December 2020  
(Ref: ; Author: Knight/Blakey) (Continued)**

**General Fund Operating Budget Deficit**

The general fund budget deficit continues to be a concern in the current budget.

Council is projecting an operating deficit of \$6.1m in the General Fund. The main reason for the substantial increase in deficit position at the Dec Q is an accounting adjustment – for the treatment of streetlighting upgrades.

\$3.3 million streetlighting upgrades were included in the Council's Capital Works Program, in the Operational Plan - the investment in energy efficient LED lighting will reduce future energy costs. The nature of the project has been reassessed as Operational in the December Review. Streetlights are owned and managed by Essential Energy, and whilst Council will benefit through reduced Essential Energy charges, it does not own the asset. The reclassification has resulted in a one-off, unusual adjustment to the operational result in the 2020/21 financial year.

For comparative purposes, the general fund budget has been adjusted to remove the abnormal items that are not expected to impact future years.

	<b>\$'000</b>
<b>General Fund Operating Budget Surplus (Deficit)</b>	(6,137)
<b><i>Less one-off / unusual adjustments:</i></b>	
Street lighting upgrades	3,300
COVID impact	800
Expenditure of bushfire operating grant received in prior year	525
Normalised General Fund result	(1,512)

This poor result compares unfavourably with the opening operational plan general fund budget surplus of \$199,000. As reported at the September QBRS, part of the variance is due to carry forward operational expenditure, as well as decrease to the internal project management attribution allocation of 4% on capital works, due to the revised timing of capital expenditure.

**Implications**

***Legal***

This QBRS complies with clause 203(1) of the Local Government (General) Regulation 2005 which requires that, not later than 2 months after the end of each quarter, excluding the June quarter, the responsible accounting officer must submit a budget review statement to Council.

The format of the review must be consistent with the minimum requirements contained in the QBRS Guidelines provided by the Office of local Government.

***Financial***

The overall consolidated result has deteriorated from an operational surplus of \$1.6 million following the September Budget, to an operational deficit of \$4.6 million for the December QBRS (before capital income).

### 9.9 Quarterly Budget Review Statement for the Quarter Ending 31st December 2020 (Ref: ; Author: Knight/Blakey) (Continued)

Council's General Fund result has worsened from an operational surplus of \$1.2 million following the September Budget to an operational deficit of \$6.1 million for the December QBRS. Additional commentary on the general fund result is provided above.

The major impacts on the operating result are:

1. Upgrade of efficient street lighting project \$3.3 million transfer from capital to operating budget item.
2. Change to the internal project management attribution allocation of 4% on capital works during the financial year, due to the revised timing of capital expenditure.

The significant variations and issues impacting on the funded result are summarised and discussed in the report attached, with favourable changes identified as (F), unfavourable as (U), and changes which have no net effect as (N) neutral. Where Council has separately resolved to fund additional projects, they have been separately identified within the comments of the QBRS, and thresholds of 10% or \$100,000 are applied in relation to variance reporting. This is considered appropriate for the size of the organisation.

The tables below summarise the consolidated result projected to June 2020.

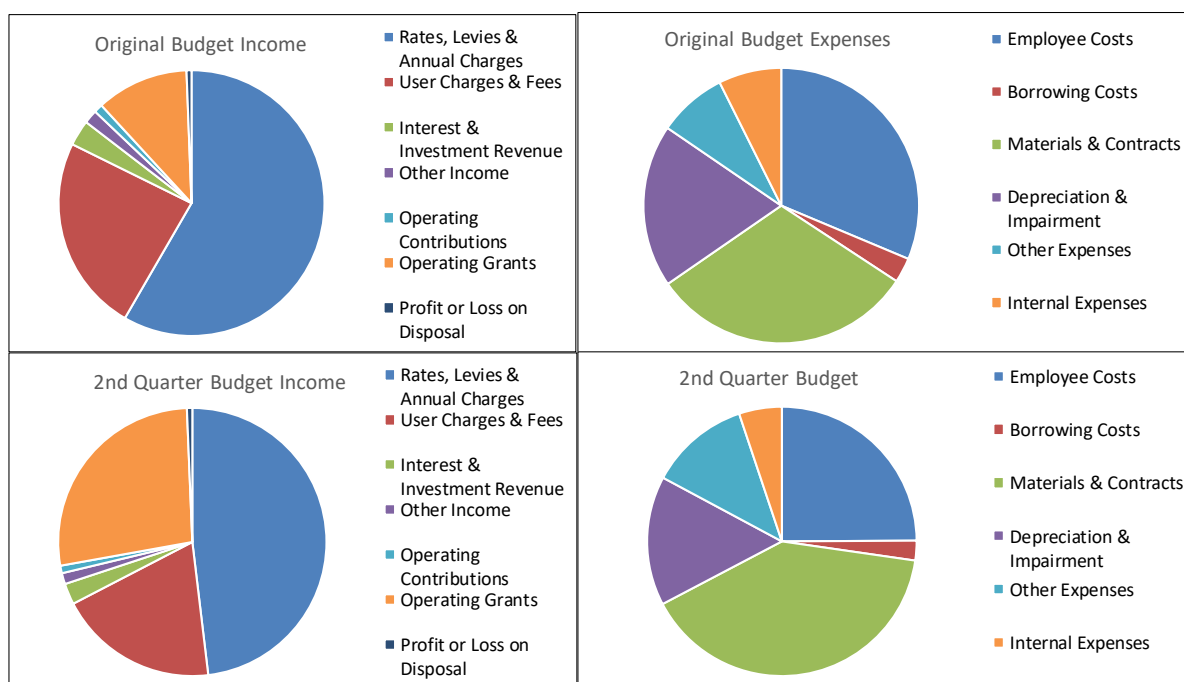
#### Total Council Summary

Description	Original	Approved	Current	Actual	Proposed	Forecast
	Budget	Changes	Budget	YTD	Adjustments	Budget
	\$,000	QBRS - Sept \$,000	\$,000	\$,000	\$,000	\$,000
<b>Income</b>						
Rates, Levies & Annual Charges	(74,538)	(1,159)	(75,696)	(75,405)	(57)	(75,754)
User Charges & Fees	(30,588)	774	(29,814)	(10,005)	(556)	(30,370)
Interest & Investment Revenue	(4,000)	0	(4,000)	(2,676)	0	(4,000)
Other Income	(2,122)	80	(2,042)	(795)	(54)	(2,096)
Operating Contributions	(1,352)	(108)	(1,460)	(931)	27	(1,433)
Operating Grants	(14,363)	(8,345)	(22,708)	(4,221)	(20,098)	(42,806)
Profit or Loss on Disposal	(770)	(290)	(1,060)	(531)	35	(1,025)
<b>Total Income</b>	<b>(127,733)</b>	<b>(9,047)</b>	<b>(136,780)</b>	<b>(94,565)</b>	<b>(20,703)</b>	<b>(157,483)</b>
<b>Expense</b>						
Employee Costs	45,876	(351)	45,524	22,152	(531)	44,994
Borrowing Costs	4,274	0	4,274	1,167	0	4,274
Materials & Contracts	45,608	1,382	46,991	21,222	25,284	72,274
Depreciation & Impairment	28,055	0	28,055	9,928	0	28,055
Other Expenses	11,838	8,812	20,650	6,547	1,082	21,732
Internal Expenses	(10,806)	518	(10,289)	(1,276)	1,015	(9,274)
<b>Total Expense</b>	<b>124,845</b>	<b>10,360</b>	<b>135,205</b>	<b>59,739</b>	<b>26,849</b>	<b>162,054</b>

9.9 Quarterly Budget Review Statement for the Quarter Ending 31st December 2020  
(Ref: ; Author: Knight/Blakey) (Continued)

<b>Operating (Surplus)/Deficit before Capital</b>	<b>(2,888)</b>	<b>1,313</b>	<b>(1,575)</b>	<b>(34,826)</b>	<b>6,146</b>	<b>4,571</b>
<b>Capital Income</b>						
Capital Contributions	(14,321)	38	(14,283)	(3,297)	(451)	(14,734)
Capital Grants	(46,428)	(5,410)	(51,838)	(1,767)	4,499	(47,339)
<b>Operating (Surplus)/Deficit after Capital</b>	<b>(63,637)</b>	<b>(4,059)</b>	<b>(67,695)</b>	<b>(39,889)</b>	<b>10,194</b>	<b>(57,501)</b>
<b>Non Cash</b>						
Capital Contributions	7,607	(639)	6,968	0	0	6,968
Depreciation & Impairment	(28,055)	0	(28,055)	(9,928)	0	(28,055)
Cash and cash equivalent assets	0	0	0	(4,635)	0	0
Profit or Loss on Disposal	770	290	1,060	531	(35)	1,025
<b>Total Non Cash</b>	<b>(19,678)</b>	<b>(349)</b>	<b>(20,027)</b>	<b>(14,031)</b>	<b>(35)</b>	<b>(20,062)</b>
<b>Investing Fund Flows</b>						
Capital Works Program	169,926	(13,654)	156,272	23,413	(10,718)	145,554
Asset Purchases	3,312	1,537	4,849	2,709	(0)	4,848
Loan Principal Repayments	7,038	0	7,038	2,655	0	7,038
<b>Total Investing Fund Flows</b>	<b>180,276</b>	<b>(12,117)</b>	<b>168,158</b>	<b>28,776</b>	<b>(10,718)</b>	<b>157,440</b>
<b>Financing Fund Flows</b>						
Sale of Assets	(1,170)	(1,590)	(2,760)	(760)	35	(2,725)
Proceeds from Borrowings	(87,694)	51,048	(36,646)	0	0	(36,646)
<b>Total Financing Fund Flows</b>	<b>(88,864)</b>	<b>49,458</b>	<b>(39,406)</b>	<b>(760)</b>	<b>35</b>	<b>(39,371)</b>
<b>Net (Inc)/Dec in Funds before Transfers</b>	<b>8,098</b>	<b>32,933</b>	<b>41,031</b>	<b>(25,903)</b>	<b>(524)</b>	<b>40,507</b>
<b>Reserve Movements</b>						
Transfers to Internal Reserves	39,965	(31,768)	8,196	300	(75)	8,122
Transfers to Developer Contributions	5,885	321	6,206	0	451	6,658
Transfers to Other External Reserves	11,940	876	12,816	87	41,794	54,610
Transfers from Internal Reserves	(9,355)	(6,137)	(15,492)	(145)	(974)	(16,465)
Transfers from Developer Contributions	(15,379)	(662)	(16,040)	(2,007)	0	(16,040)
Transfers from Other External Reserves	(40,283)	852	(39,430)	(14)	(40,490)	(79,920)
<b>Total Reserve Movements</b>	<b>(7,226)</b>	<b>(36,518)</b>	<b>(43,744)</b>	<b>(1,780)</b>	<b>708</b>	<b>(43,037)</b>
<b>Net (Inc)/Dec in Unrestricted Funds</b>	<b>871</b>	<b>(3,585)</b>	<b>(2,714)</b>	<b>(27,684)</b>	<b>184</b>	<b>(2,530)</b>

9.9 Quarterly Budget Review Statement for the Quarter Ending 31st December 2020  
(Ref: ; Author: Knight/Blakey) (Continued)



**Integrated Plan**

The QBRS is a tool to monitor Council’s progress against the operational plan and the ongoing management of Council’s budget.



**Conclusion**

Revision of the budget at the December QBRS has reduced the operational surplus position by \$6.146 million before capital amendments. A detailed listing of variations is included in the attached report.

As highlighted to Council previously, the low level of unrestricted cash and internally restricted reserves continue to remain a concern in the current budget.

Council’s General Fund is reporting an operating budget deficit for the 2020/21 financial year. Whilst many of the operating expenses in the current year are project related and one-off; and grant debtors have impacted on accounting timing, it is recognised that the current General Fund position is unsustainable and has placed a focus on budget review to identify possible future savings.

**Attachments**

- Attachment 1  Attachment QBRS for 31st December 2021 *(Under Separate Cover)*
- Attachment 2  Attachment QBRS for 31st December 2021 by Service *(Under Separate Cover)*



9.10 Investment Report - January 2021 (Ref: ; Author: Knight/Drayton)

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File Reference: 43.3.1-09

**Summary**

In accordance with the *Clause 212 of the Local Government (General) Regulation 2005*, the Investment Report is presented to Council monthly. This report presents the investment result for January 2021.

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**Recommendation**

**That Council:**

1. Note the investment return for January 2021 was \$135,365.
  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 January 2021.
- 

**Background**

***Cash and Cash Equivalent Investments***

A list of Council's cash and investments held on 31 January 2021 is detailed in the attached Investment Report Pack.

Over the last 12 months, Council's portfolio produced an annualised rate of return of 1.54%, outperforming the benchmark Bank Bill Index by 1.25%.

On 31 January 2021, the principal amount invested was \$180,403,026 and the year to date return was \$2,811,409 which is 70.5% of Council's annual budget.

***Market Update***

The average 30-day BBSW rate for December 2020 was 0.0098%.

The Reserve Bank (RBA) board left the cash rate on hold at 0.10% and announced that "the Board will not increase the cash rate until actual inflation is sustainably within the 2 to 3 percent target range. For this to occur, wages growth will have to be materially higher than it is currently. This will require significant gains in employment and a return to a tight labour market. The Board does not expect these conditions to be met until 2024 at earliest".

Of the total \$180 million investment portfolio, Council holds \$26 million in TCorpIM long- and medium-term funds. While the long-term funds had a modest return in January 2021, the medium-term fund had a slight negative return.

**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*, but had a minor overexposure to AMP Bank, holding 6.01% compared to Council's Investment Policy cap of 5.00% due to the Bank's recent credit rating downgrade and a contraction in Council's principal holdings. Full compliance will return in March 2021 with the maturity of an AMP Bank term deposit.

**9.10 Investment Report - January 2021 (Ref: ; Author: Knight/Drayton) (Continued)**

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Certified by Kate Monaghan, Responsible Accounting Officer, 9/2/2021.

Pursuant to the AMP Bank S&P credit rating downgrade, it was decided in consultation with Council's investment advisor, Laminar Capital, that the current AMP Bank holdings would remain until compliant (March 2021) so not to expose Council to potential bond sale losses or fees for the early redemption of the term deposit.

No addition placements have been made with AMP Bank since the downgrade, save the monthly interest on the Call Account. Once the 10 March 2021 deposit is redeemed, future placements will comply to the now 5% limit.

***Policy***

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

***Financial***

Council's cash and investment balance is made up of restricted and unrestricted funds. Restricted investments cannot be used for general purpose expenses as they are either subject to some form of external legislative or contractual obligation, or are kept for the purpose of covering Council commitments that are expected to arise in the future.

Internally restricted funds have been allocated through a resolution of council, for a particular purpose, and unrestricted funds are available for future decisions and as a working balance.

Council has previously reported on the depletion of its internal and unrestricted cash and investments, and the requirement to implement budget correction and cost saving and improve the unrestricted cash position.

Staff are currently preparing financial reporting formats for the future monthly investment reporting that will include a reconciliation of Council's Externally Restricted, Internally Restricted and Unrestricted cash and investment balances.

**Conclusion**

On 31 January 2021, the 2020/21 Financial Year investment return amounted to \$2,811,409. 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 had mixed results returning \$19,590 and -\$25,841 respectively in January 2021. While these funds are exposed to additional investment risk 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 diversified portfolio within the restrictions of the Investment Policy.

**Attachments**

Attachment 1      Investment Report Pack - January 2021 (*Under Separate Cover*)



10.1 Monaro Street Upgrade (Ref: ; Author: Tooth/Long)

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**File Reference:** 100894

**Report**

Council has received \$10 million grant funding from the NSW Government and has committed an additional \$5.5 million for the Queanbeyan CBD Transformation and Activation project, known as the Monaro Street Upgrade. This report provides an update on the progress of the project.

Four major components of the project have been conducted:

*Traffic study* - a traffic model and study has been prepared to assess proposed changes to lane arrangements and turning movements. The reports on this work have been submitted to Transport for New South Wales for their comment. The preliminary results indicate that:

- two lanes of through traffic are required
- a proposed timed clearway is not practical
- a 40km/h speed limit between Lowe and Collett Streets is reasonable

*Detailed survey* – a detailed survey was conducted in November/December 2020. The final report of the survey is being prepared prior to being provided to the design consultants.

*Consultation* – a number of consultation activities have been held to inform and seek input from affected stakeholders. These activities include:

- In-person visits to businesses / landlords on Monaro Street
- Information session held on 11 November 2020 for businesses / landlords and community groups. Listening report prepared and placed on YourVoice
- Information workshop held for Councillors on 18 November 2020.
- Functional workshop held on 25 November for businesses / landlords and community groups.
- Business logistics survey prepared and released on YourVoice to collect details from affected businesses that will help inform the project planning.
- Information workshop held for Councillors on 3 February 2021
- Drop-in shopfront display held in Monaro Street on 11-12 February 2021
- Ongoing communication with business operators and landlords

*Design* – four scenarios have been prepared for consideration by Council and stakeholders. Excluding scenario 3, all scenarios have the same traffic lane arrangement being two through lanes, removal of the right turn movement travelling eastbound from Monaro Street into Crawford Street and the consolidation of left turn lanes with the through lane. These scenarios are:

- 1) Parallel parking – existing median
- 2) Parallel parking – 2m median, 50 km/h
- 3) Angle parking
- 4) Parallel parking – 2m median, 40km/h

Copies of each scenario are attached separately. A summary of the main features of these scenarios is shown below.

## 10.1 Monaro Street Upgrade (Ref: ; Author: Tooth/Long) (Continued)

Scenario	Parking	Speed (km/h)	Median (m)	Median trees	Traffic lanes	Place activation
1	Parallel	50	4	Retain	2	✓.
2	Parallel	50	2	Relocate	2	✓✓.
3	45°	50	2	Relocate	1	✗.
4	Parallel	40	2	Relocate	2	✓✓✓.
Existing	Parallel	50	4	Retain	2	✗.

An opportunity for stakeholders to view these scenarios and ask questions of the project team were provided in a pop-up, shop front display held in Monaro Street on 11-12 February. Approximately 30 people took advantage of this opportunity and the response was uniformly positive with a clear preference for an outcome based on scenarios 2 and 4. The difference between these scenarios is the speed limit and the number of mid-block crossings between Lowe and Crawford Streets. The responders advised that both scenarios 2 and 4 provide a better solution to transforming and activating the CBD than the other scenarios.

Based on the feedback received, and subject to concurrence from TfNSW to reduce the speed limit to 40km/h, it is intended to proceed to the preparation of a concept design based on scenario 4 with two mid-block crossings between Lowe and Crawford Streets.

A separate workshop will be held in March to progress the concept design before it is presented to Council to be placed on public exhibition.

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### **Recommendation**

**That the report be received for information.**

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### **Attachments**

Attachment 1 Monaro Street upgrade - Scenario 1 *(Under Separate Cover)*



Attachment 2 Monaro Street upgrade - Scenario 2 *(Under Separate Cover)*



Attachment 3 Monaro Street upgrade - Scenario 3 *(Under Separate Cover)*



10.1 Monaro Street Upgrade (Ref: ; Author: Tooth/Long) (Continued)

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Attachment 4      Monaro Street upgrade - Scenario 4 (*Under Separate Cover*)





10.2 Country Passenger Transport Infrastructure Grant Scheme (CPTIGS) 2019/21  
(Ref: ; Author: Hansen/Cooke)

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**File Reference:** 31.4.2

**Report**

The Country Passenger Transport Infrastructure Grant Scheme (CPTIGS) provides subsidies to support the construction or upgrade of bus stop infrastructure generally owned and maintained by local councils across country NSW. The subsidies represent Transport for NSW's (TfNSW) financial contribution towards improving the accessibility and quality of kerbside passenger transport infrastructure in country areas.

The Scheme aims to maximise benefits to country passengers through supporting:

- more accessible passenger transport especially better connections between bus stops and surrounding communities;
- an increase in the use of passenger transport in country areas through improved awareness of bus stop locations, kerbside information and improved security; and
- the development of minor infrastructure to complement passenger service development.

The priorities and principles for funding allocation include:

- Proposals that improve safety and accessibility are higher priority than those which enhance passenger comfort.
- Subsidies are to provide direct benefits to customers of passenger transport services contracted by TfNSW.
- Subsidy payments represent TfNSW's financial contribution towards the provision and upgrading of infrastructure to a minimum standard. Where a higher standard is preferred, the subsidy recipient is responsible for funding the additional cost.
- Equitable distribution of subsidy payments across country areas.
- Applications for subsidies from rural & regional bus services contract regions take priority over projects for outer metropolitan bus services contract areas.

QPRC made a submission for funding in the 2019/21 CPTIGS biennial funding round and was successful in receiving funding for the following projects:

<b>Bus Stop Location</b>	<b>Proposed Works</b>	<b>Funding Received</b>
Morisset Street, Queanbeyan (Opposite Kmart)	Install additional shelter	\$11,000
160 Uriarra Road, Crestwood (Upgrade)	Install hard stand and street furniture	\$2,200
29 Stringybark Drive, Jerrabomberra	Install shelter	\$11,000
Cooma Street, Queanbeyan (Near Southbar Rd)	Install shelter	\$11,000
193 Halloran Drive, Jerrabomberra	Install shelter	\$11,000
Bicentennial Drive, Jerrabomberra (Near Balcombe St)	Install shelter	\$11,000
813 Burra Road, Burra	Install shelter	\$11,000
466 Macs Reef Road, Bywong	Install shelter	\$11,000
Norton Road, Wamboin (Near Campbell Place)	Install shelter	\$11,000
27 Morella Avenue, Jerrabomberra	Install shelter	\$11,000
77 Foxlow Street, Captains Flat (Upgrade)	Install hard stand and J-pole signage	\$2,200

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**Recommendation**

That the report be received for information.

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**Attachments**

Nil



10.3 Bushfire Recovery Report (Ref: ; Author: Hansen/Richards)

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File Reference: 52.3.1

**Report**

This report outlines progress of the Bushfire Recovery Agency for the December 2020 quarter.

The team is increasingly focussed on community resilience and preparedness. The Recovery Assistance Centre (old Braidwood Library building) continues to offer a drop-in service on Mondays, Thursdays and Fridays. The Centre offers one:one assistance and referral to appropriate services most of which have set up within the Centre. The Economic Development Officer will cease employment at the end of February 2021. This position was funded until the end of March. Any ongoing activities or new initiatives in this area will be overseen by the Bushfire Recovery Officer. The Bushfire Recovery Officer role is currently funded until the end of June 2021. This funding may be extended but there has been no formal advice on this. An additional funded role in support work is likely to commence for a two year period in the near future.

Achievements during the December quarter are outlined below.

Deliverable 1: Establish a Community Resilience Network

Renewal Reference Group meet fortnightly to discuss Community needs, gaps and where services can link in and support.

Deliverable 2: Facilitate community recovery events

Community recovery events continue to be well received and attended. Service workers attend to provide update and contact to all forms of assistance.

October

- 3 Nerriga 5 service workers attended and 120 Community
- 7 Braidwood 3 service workers attended 1 Community
- 8 Araluen 5 service workers attended 10 Community
- 9 Nerriga 8 service workers 18 Community
- 11 Reidsdale 2 service workers 42 Community
- 17 Nerriga 7 Service workers 55 Community
- 19 Nerriga 1 Service Worker 44 Community
- 25 Reidsdale 4 Service Workers 15 Community
- 31 Araluen 2 Service Workers 70 Community

November

- 1 Mongarlowe 1 Service Worker 47 Community
- 7 Nerriga 3 Service Workers 15 Community
- 8 Bombay 4 Service Workers 25 Community
- 12 Braidwood 2 Service Workers 50 Community
- 14 Gundillion 1 Service Worker 117 Community
- 15 Araluen 5 Service Workers 44 Community
- 15 Braidwood 5 Service Workers 60 Community
- 19 Braidwood 1 Service Workers 65 Community
- 20 Araluen 5 Service Workers 105 Community
- 26 Braidwood 2 Service Workers 50 Community
- 29 Bombay 8 Service Workers 45 Community

**10.3 Bushfire Recovery Report (Ref: ; Author: Hansen/Richards) (Continued)**

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December

1	Braidwood	3	Service Workers	27	Community
4	Braidwood	1	Service Worker	50	Community
4	Braidwood	4	Service Workers	123	Community
4	Braidwood	5	Service Workers	107	Community
5	Mongarlowe	4	Service Workers	80	Community
5	Araluen	3	Service Workers	65	Community
7	Araluen	1	Service Workers	11	Community
11	Braidwood	1	Service Worker	150	Community
14	Araluen	1	Service Worker	11	Community
18	Braidwood	2	Service Workers	80	Community
19	Nerriga	5	Service Workers	150	Community
21	Nerriga	2	Service Workers	100	Community

Deliverable 3: Develop a Local Recovery Action Plan incorporating community needs and activities

Workshops relating to the resilience plan will commence in Braidwood and surrounds soon. This area has never had strategic direction for resilience and recovery in the past. Asset mapping the services that outreach/work in Braidwood and surrounds has commenced. The team is continuing to reach out to all the different Community groups who have not come forward for assistance to inform, connect and engage. Working on Community Activities (Activity calendar and asset map) to go on Braidwood Community Organisation webpage. Continuing work with Renewal group on needs.

Deliverable 4: Provide access to relevant and timely recovery information

All relevant information is email to the Services email group, Renewal Group and in addition to the recently set up Community email list. Fortnightly newsletters and weekly radio slots are continuing. Community members also send out weekly updates to their own communities

Other deliverables, activities, or initiatives as identified by Council

- Supporting Council LEMO in preparedness workshops and activities
- Setting up Local emergency management sub committee
- Sudden cardiac arrest project

**Economic Development**Employment and Talent Retention challenges

Local business owners identified that finding good staff was challenging in the region. After consulting with local business owners, the team assisted in the creation of the Braidwood Employment Opportunities Facebook group. This group meets the needs of simple, cost effective and increase in reach when it comes to connecting those seeking employment with those looking for talent.

In less than a month, 21 roles have been advertised and six people have gained employment directly through the site. With initial support from Council the group is now self-sufficient and members of the group increase daily, with current participant/member numbers at 331. <https://www.facebook.com/groups/braidwoodemploymentopportunities/>

Coordinating Small Business Services

There are a number of small business support services operating independently in the Queanbeyan Palerang region. The team began facilitating local service catch ups to enable

**10.3 Bushfire Recovery Report (Ref: ; Author: Hansen/Richards) (Continued)**

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services to update each other on opportunities for small business owners, where service gaps exist and how each service can support the others to ensure best outcome for local business owners. This eliminates confusion amongst business owners about what services are available through a strong referral process and improved flow of communication.

**QPRC Recovery to Renewal Grants Program**

The QPRC Recovery to Renewal Grants program is underway with 58 local businesses qualifying for the funding. The grants program was established after community consultation and the establishment of a Local Economic Recovery Advisory Group. The group was made up of local business owners and the local business chambers from the bushfire affected communities.

Through the advisory group, and through a survey of local business owners, priorities for recovery were identified. As a result, the grants “Recovery to Renewal” were established to fund eligible activities including Marketing Support, Online and Ecommerce Development; Business Mentoring and Development and Community and Business Based Events.

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**Recommendation**

**That the report be received for information.**

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**Attachments**

Nil



10.4 Delivery Program Update - July-December 2020 (Ref: ; Author: Hansen/Tozer)

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**File Reference:** 51.1.2-03

**Report**

The Delivery Program 2018-21 was adopted by Council at its June 2018 meeting and forms an integral part of Council's requirements under the Integrated Planning and Reporting Framework. As with Council's other Integrated Planning documents, the Delivery Program has been categorised into five strategic pillars.

The Operational Plan is essentially a sub-plan of the Delivery Program and focuses on the current financial year. The Operational Plan includes a major detailed budget, full list of capital works and key performance indicators for Council services. The attached update provides councillors and the community with an understanding of the progress Council is making with its capital projects and key performance indicators. The update should be read in conjunction with the second quarter budget review that is also presented to this meeting.

As part of Council's reporting requirements, an End of Term report is being developed and is required to be presented to Council prior to August 2020. This report will highlight how Council has moved towards achieving the aspirations outlined in the Community Strategic Plan.

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**Recommendation**

**That the report be received for information.**

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**Attachments**

Attachment 1      Delivery Program update - July-December 2020 (*Under Separate Cover*)





11.1 Local Traffic Committee - 2nd February 2021 (Ref: ; Author: Cooke/Stewart)

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File Reference: 31.4.4

**Summary:**

The Local Traffic Committee has submitted the minutes and recommendations of its meeting held via correspondence on 2 February 2021 for Council's information and consideration.

Enter Text

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**Recommendation**

**That Council:**

- 1. Note the minutes of the Local Traffic Committee held on 2 February 2021.**
- 2. Adopt recommendations LTC 1/2021 to LTC 6/2021 from the meeting held on 2 February 2021.**

**LTC 1/2021 PROPOSED SOLUTION:** Under Road Transport Act 2013 install 'No Stopping' signage as per the design on Campbell Street, Queanbeyan.

**LTC 2/2021 PROPOSED SOLUTION:** Under Road Transport Act 2013 install the new safety signage at Honey Suckle Bridge on Majors Creek Road as per the design.

**LTC 3/2021 PROPOSED SOLUTION:** Under Road Transport Act 2013 install the new signage and line marking at Tempe Crescent, Googong as per the design.

**LTC 4/2021** Under the Roads Act 1993 approve the TCP and associated road closures for the Bungendore ANZAC Day Ceremonies on 25<sup>th</sup> April 2021.

**LTC 5/2021 PROPOSED SOLUTION:** Under Roads Act 1993 approve the TCP and associated road closures for ANZAC Day Ceremonies 2021 on 25<sup>th</sup> April 2021, pending ROL approval.

**LTC 6/2021 PROPOSED SOLUTION:** Under Roads Act 1993 approve the TCP for the Bungendore Country Rocks Event from 26<sup>th</sup> March to 28<sup>th</sup> March 2021.

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**Attachments**

Attachment 1  Minutes of Local Traffic Committee - 2nd February 2021 (*Under Separate Cover*)





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

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File reference: 24 February 2021 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.

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**Recommendation**

**That the report be received for information.**

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**Attachments**

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



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



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

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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 Request for Bushfire Assistance - Development Application**

*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 Report on Request for Tender of Queanbeyan Civic and Cultural Precinct**

*Item 16.2 is confidential in accordance with s10(A) (c) (di) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND 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.*

**Item 16.3 2021 Arts Awards Proposal**

*Item 16.3 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.*

**Item 16.4 Quarterly Legal Report - October to December 2020**

*Item 16.4 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

**Item 16.5 Loan Program 2020/21**

*Item 16.5 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.*

**Item 16.6 Writeoff Water Usage due to Undetected Leak**

*Item 16.6 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 16.7 Request for Change to Business Rating Sub-Category**

*Item 16.7 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*