



Ordinary Meeting of Council

AGENDA

28 April 2021

Commencing at 5.30pm

**Queanbeyan Council Chambers
253 Crawford Street
Queanbeyan**

On-site Inspections - Nil

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1	OPENING	
2	ACKNOWLEDGEMENT OF COUNTRY	
3	APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS	
4	CONFIRMATION OF MINUTES	
4.1	Minutes of the Ordinary Meeting of Council held on 24 March 2021	
4.2	Minutes of the Planning and Strategy Committee of the Whole held on 14 April 2021	
5	DISCLOSURES OF INTERESTS	
6	ADJOURNMENT FOR PUBLIC FORUM	
7	MAYORAL MINUTE	
8	NOTICES OF MOTIONS OF RESCISSION	
8.1	Request for Change to Business Rating Sub-Category	3
9	REPORTS TO COUNCIL - ITEMS FOR DETERMINATION	
9.1	Community Engagement Report - Proposal to Close Majara Street Bungendore	5
9.2	Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong	11
9.3	QPRC Draft Waste Strategy Exhibition.....	19
9.4	New Tariff Structure for the Palerang Communities Water and Sewerage Schemes.....	23
9.5	Asset Management Strategy	31
9.6	Burra S Bends Construction Budget.....	35
9.7	Draft Operational Plan, Revenue Policy and Fees and Charges 2021-22.....	37
9.8	IPART Rate Peg Review	43
9.9	Procedure for Sale of Land for Unpaid Rates	49
9.10	Investment Report - March 2021	51
9.11	HSEQ Policy Review.....	53
9.12	PCYC Project Control Group and Draft Lease.....	55
10	REPORTS TO COUNCIL - ITEMS FOR INFORMATION	
10.1	CRJO Board Meeting Minutes.....	57

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

BUSINESS PAPER AGENDA – 28 April 2021 Page ii

10.2	Audit, Risk and Improvement Committee - Mintues 9 December 2020	59
11	REPORTS OF COMMITTEES	
11.1	Local Traffic Committee - Extraordinary Meetings	61
11.2	Minutes of the QPRC Heritage Advisory Committee held 15 April 2021	63
11.3	Tourism Advisory Committee Meeting	65
11.4	Economic Advisory Panel Meeting	67
12	NOTICES OF MOTIONS	
12.1	Request Changes to Business Rating Category	69
12.2	Intersection of Macs Reef and Bungendore Roads.....	71
13	REPORTS TO COUNCIL - DELEGATES REPORTS	
13.1	Delegates Report	75
14	QUESTIONS WITH NOTICE	
14.1	Responses to Councillors' Questions	79
15	NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION	80

Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

16.1 Bungendore Land Acquisition

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

16.2 Bungendore Office Relocation

Item 16.2 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.

16.3 **Supplementary Closed Report:** Sealing and Future Management of Miners Road, Captains Flat.

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS –

Open Attachments

Item 8.1	Request for Change to Business Rating Sub-Category	
	<i>Attachment 1 Notice of Motion of Rescission - Request for Change to Business Rating Sub-Category (Under Separate Cover)</i>	
Item 9.1	Community Engagement Report - Proposal to Close Majara Street Bungendore	
	<i>Attachment 1 Engagement Report - Majara St Road Closure - April 2021 (Under Separate Cover)</i>	
	<i>Attachment 3 Collated submissions on Majara St road closure (Under Separate Cover)</i>	
Item 9.2	Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park	

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

BUSINESS PAPER AGENDA – 28 April 2021 Page iii

- on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong
- Attachment 1 Summary of Submissions and Council Response (Under Separate Cover)*
- Attachment 2 Community Submissions Redacted (Under Separate Cover)*
- Attachment 3 Community Questions and Responses (On Notice for Online Community Meeting) (Under Separate Cover)*
- Attachment 4 Community Questions and Responses (Arising during OnLine Community Meeting) (Under Separate Cover)*
- Attachment 5 Listening Report from Community Meeting (Under Separate Cover)*
- Attachment 6 Question and Answer Fact Sheet Memorial Park/Cemetery (Under Separate Cover)*
- Attachment 7 Ground Water Levels - Enlarged Version of Figure 1 in Council Report (Under Separate Cover)*
- Attachment 8 Ground Water Monitoring Report Feb 2021 (Under Separate Cover)*
- Item 9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes
- Attachment 1 Palerang Communities Water Supply 10 year Capital Works Plan (Under Separate Cover)*
- Attachment 2 Palerang Communities Water Supply Model Input/Output Summary (Under Separate Cover)*
- Attachment 3 Palerang Communities Sewerage 10 year Capital Works Plan (Under Separate Cover)*
- Attachment 4 Palerang Communities Sewerage Model Input/Output Summary (Under Separate Cover)*
- Item 9.5 Asset Management Strategy
- Attachment 1 QPRC Asset Management Strategy (Under Separate Cover)*
- Item 9.7 Draft Operational Plan, Revenue Policy and Fees and Charges 2021-22
- Attachment 1 Draft Fees and Charges 2021-22 (Under Separate Cover)*
- Attachment 2 Draft Revenue Policy 2021-22 (Under Separate Cover)*
- Attachment 3 Draft Operational Plan 2021-22 (Under Separate Cover)*
- Item 9.8 IPART Rate Peg Review
- Attachment 1 IPART Rate Peg Review Paper (Under Separate Cover)*
- Item 9.9 Procedure for Sale of Land for Unpaid Rates
- Attachment 1 Sale of Land for Unpaid Rates - Annual Timetable (Under Separate Cover)*
- Item 9.10 Investment Report - March 2021
- Attachment 1 Investment Report Pack - March 2021 (Under Separate Cover)*
- Item 9.11 HSEQ Policy Review
- Attachment 1 Reviewed - QPRC HSEQ Policy (Under Separate Cover)*
- Item 10.2 Audit, Risk and Improvement Committee - Mintues 9 December 2020
- Attachment 1 ARIC Minutes 9 December (Under Separate Cover)*
- Item 11.1 Local Traffic Committee - Extraordinary Meetings
- Attachment 1 LTC Minutes 25 Feb 2021 (Under Separate Cover)*
- Attachment 2 LTC Minutes 19 March 2021 (Under Separate Cover)*
- Item 11.2 Minutes of the QPRC Heritage Advisory Committee held 15 April 2021
- Attachment 1 Minutes of the QPRC Heritage Advisory Committee held on*

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

BUSINESS PAPER AGENDA – 28 April 2021 Page iv

15 April 2021 (Under Separate Cover)

- Item 11.3 Tourism Advisory Committee Meeting
Attachment 1 Minutes (Under Separate Cover)
Attachment 2 Attachment 1 - Treasure Trail Summary Report (Under Separate Cover)
- Item 11.4 Economic Advisory Panel Meeting
Attachment 1 EAP Minutes 22 March 2021 (Under Separate Cover)
- Item 13.1 Delegates Report
Attachment 1 SEATS - Cr Harrison's Delegates Report (Under Separate Cover)
Attachment 2 SEATS - attachment 1 - TfNSW Report (Under Separate Cover)
Attachment 3 SEATS - attachment 2 - NHVR Report (Under Separate Cover)
Attachment 4 SEATS - attachment 3 - what3words (Under Separate Cover)
Attachment 5 DRCCC - Cr Harrison's Delegates Report (Under Separate Cover)
Attachment 6 DRCCC - attachment 1 - 210315 DCCC No.39 (Under Separate Cover)
- Item 14.1 Responses to Councillors' Questions
Attachment 1 Responses to Councillors Questions (Under Separate Cover)

Closed Attachments

- Item 9.1 Community Engagement Report - Proposal to Close Majara Street Bungendore
Attachment 2 Bungendore TIA (Under Separate Cover)
- Item 9.3 QPRC Draft Waste Strategy Exhibition
Attachment 1 Working Draft QPRC Waste Strategy (Under Separate Cover)
Attachment 2 Draft Waste Strategy General Waste Charge Ratings Approach (Under Separate Cover)
- Item 9.12 PCYC Project Control Group and Draft Lease
Attachment 1 Draft Lease - QPRC and PCYC 16.4.21 (Under Separate Cover)
Attachment 2 QPRC and PCYC - Agreement for Lease (Under Separate Cover)
- Item 11.2 Minutes of the QPRC Heritage Advisory Committee held 15 April 2021
Attachment 2 2021 QPRC Heritage Award Nominations as Endorsed by QPRC Heritage Advisory Committee (Under Separate Cover)
- Item 14.1 Responses to Councillors' Questions
Attachment 2 Responses to Councillors Questions with confidential information (Under Separate Cover)
- Item 16.2 Bungendore Office Relocation
Attachment 1 Bungendore Valuation Report - Option 2 (Under Separate Cover)
Attachment 2 Proposed Site - Existing Concept Plans



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Queanbeyan Council Chambers on Wednesday, 24 March 2021 commencing at 5.30pm.

ATTENDANCE (in person unless nominated otherwise)

Councillor: Cr Overall (Chair)
Cr Biscotti
Cr Brown
Cr Harrison
Cr Hicks – via Zoom
Cr Marshall
Cr Schweikert – via Zoom
Cr Taylor
Cr Winchester

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 5.30pm.

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

068/21

RESOLVED (Taylor/Biscotti)

That apology for non-attendance from Cr Noveska be received and noted.

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

Against: Cr Hicks

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 24 February 2021

069/21

RESOLVED (Taylor/Winchester)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 24 February 2021 be confirmed.

The resolution was carried unanimously.

4.2 Minutes of the Planning and Strategy Committee of the Whole held on 10 March 2021

070/21

RESOLVED (Taylor/Winchester)

That the Minutes of the Planning and Strategy Committee of the Whole held in the Queanbeyan Council Chambers on Wednesday 10 March 2021 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

071/21

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 5.32pm, Cr Overall advised that the meeting should now adjourn for the Public Forum.

072/21

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 5.32pm and resumed at 5.36pm.

7. MAYORAL MINUTE

There was no Mayoral Minute.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

During discussion Cr Brown joined the meeting at 5.37pm.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 Review of Applicants for Community Representatives on Bungendore Floodplain Risk Management Committee

073/21

RESOLVED (Schweikert/Marshall)

That Council endorse Applicants 1, 2, 3 and 4 for Community Representative roles on the Bungendore Floodplain Risk Management Committee.

The resolution was carried unanimously.

9.2 Request for Donation for Rates Relief

074/21

RESOLVED (Biscotti/Taylor)

That Council approve the application under Category C (e) of the QPRC Donations Policy for 55% rate relief in the amount of \$1,924.06.

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

Against: Crs Brown and Harrison

9.3 Investment Report - February 2021

075/21

RESOLVED (Schweikert/Hicks)

That Council:

1. Note the investment return for February 2021 was \$82,722.
2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, the Local Government (General) Regulation 2005 and Queanbeyan-Palerang Regional Council's Investment Policy.
3. Receive the Investment Report for the month of February 2021.

The resolution was carried unanimously.

9.4 Australia Day Donations

076/21

RESOLVED (Taylor/Schweikert)

That Council approve donations for the listed groups assisting with Australia Day celebrations in 2021.

The resolution was carried unanimously.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Adoption of Recommendations - NSW Productivity Commission's Review of Local Infrastructure Contributions

077/21

RESOLVED (Taylor/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

10.2 Queanbeyan Floodplain Risk Management Study & Plan

078/21

RESOLVED (Taylor/Schweikert)

That the report be received for information.

The resolution was carried unanimously.

10.3 Summary of Road Renewal and Maintenance Activities - Quarter 3 2020/21

079/21

RESOLVED (Harrison/Hicks)

That the report be received for information.

The resolution was carried unanimously.

080/21 **10.4 Community Meetings - May 2021**
RESOLVED (Taylor/Harrison)
That the report be received for information.

The resolution was carried unanimously.

081/21 **10.5 The Treasure Trail Shop and Win Promotion 2020**
RESOLVED (Biscotti/Schweikert)
That the report be received for information.

The resolution was carried unanimously.

082/21 **10.6 Australian Wind Symphony**
RESOLVED (Harrison/Schweikert)
That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

There were no Reports of Committees.

12. NOTICES OF MOTIONS

12.1 Bungendore Education Precinct

MOVED (Marshall/Harrison)

That Council Resolution 211/20 parts 2, 5 and 6 be made conditional on development consent being granted for the Bungendore Education Precinct (high school).

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

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

13. REPORTS TO COUNCIL - DELEGATES REPORTS

13.1 Delegates Report

083/21

RESOLVED (Taylor/Harrison)

That the report be received for information.

The resolution was carried unanimously.

14. QUESTIONS WITH NOTICE

14.1 Responses to Councillors' Questions

084/21

RESOLVED (Marshall/Hicks)

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 was item on the Agenda that should be dealt with in Closed Session.

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

16. REPORTS FOR CLOSED SESSION

085/21

RESOLVED (Overall/Harrison)

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 Bungendore Office Relocation

Item 1.1 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 5.55pm to discuss the matters listed above.

16.1 Bungendore Office Relocation

086/21

RESOLVED (Hicks/Biscotti)

That Council:

1. Note the report on the Bungendore Office Relocation.
2. Authorise the CEO to negotiate the acquisition of sites linked to options 1, 2 and 11 in the valuation ranges, applying the processes outlined in the report.
3. Authorise the CEO to negotiate other funding options for an integrated office and community facility in the town centre.
4. Consider inclusion of the office project in the amended s94 Plan.
5. Receive a further report on the outcome of negotiations.

The resolution was carried unanimously.

087/21

RESOLVED (Overall/Taylor)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 6.09pm.

The doors of the Chambers were opened to allow the public to enter.

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

17. CONCLUSION OF THE MEETING

The time being 6.10pm, 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, 14 April 2021 commencing at 5.30pm.

ATTENDANCE (in person unless nominated otherwise)

Councillor: Cr Overall (Chair)
Cr Biscotti
Cr Brown
Cr Harrison
Cr Hicks
Cr Marshall
Cr Noveska – via Zoom
Cr Schweikert

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

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

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

PLA088/21

RESOLVED (Biscotti/Schweikert)

That apologies for non-attendance from Crs Taylor and Winchester be received and noted.

The resolution was carried unanimously.

4. DISCLOSURES OF INTEREST

PLA089/21

RESOLVED (Biscotti/Harrison)

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 Schweikert lodged a less than significant non-pecuniary interest for Item 8.1: DA.2020.1469 - 91 Lot Torrens Title Subdivision, Roads, & Associated Subdivision Construction Works - North Elmslea - Stage 1 - 174 Tarago Road, Bungendore, stating he shares the same postcode as the subdivision.

5. ADJOURNMENT FOR PUBLIC FORUM

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

PLA090/21

RESOLVED (Overall/Harrison)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.32pm and resumed at 5.33pm.

6. MAYORAL MINUTE

There was no Mayoral Minute.

7. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

Cr Schweikert lodged a Non-pecuniary Interest disclosure for the following item.

8. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

8.1 DA.2020.1469 - 91 Lot Torrens Title Subdivision, Roads, & Associated Subdivision Construction Works - North Elmslea - Stage 1 - 174 Tarago Road, Bungendore

MOVED (Hicks/Biscotti)

That:

1. Development Application DA.2020.1469 for a 91 lot Torrens title subdivision for residential purposes, roads, and associated subdivision construction works on Lot 1 DP 798111, No. 174 Tarago Road, Bungendore be granted conditional approval.
2. Those persons who lodged a submission on the application be advised in writing of the determination of the application.
3. All relevant State Government concurrence and integrated referral authorities be forwarded a copy of Council's Notice of Determination.

Cr Marshall foreshadowed a CONTRARY motion: ["That this item be deferred for a further traffic study to take into account the likely closure of part Majara Street."]

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

PLA091/21

RESOLVED (Hicks/Biscotti)

That:

1. Development Application DA.2020.1469 for a 91 lot Torrens title subdivision for residential purposes, roads, and associated subdivision construction works on Lot 1 DP 798111, No. 174 Tarago Road, Bungendore be granted conditional approval.
2. Those persons who lodged a submission on the application be advised in writing of the determination of the application.
3. All relevant State Government concurrence and integrated referral authorities be forwarded a copy of Council's Notice of Determination.

For: Crs Biscotti, Brown, Harrison, Hicks, Noveska, Overall and Schweikert

Against: Cr Marshall

8.2 Street Naming Proposals - Scribbly Gum Road and Rosella Place

PLA092/21

RESOLVED (Schweikert/Biscotti)

That Council:

1. Adopt in principle "Scribbly Gum Road" as the name for the new road created within Stage 1 of the South Jerrabomberra Urban Release Area.
2. Adopt in principle "Rosella Place" as the name for the new road created by DA.2018.210 off Ellendon Street, Bungendore.
3. Advertise the names 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.

8.3 Proposed Boundary Adjustment to the Localities (Suburbs) of Tralee and Environa

PLA093/21

RESOLVED (Biscotti/Schweikert)

That Council endorse the submission of the locality (suburb) boundary amendment proposal to the Geographic Names Board for assessment and approval as set out in Attachment 1.

The resolution was carried unanimously.

8.4 Secondary Dwellings in Rural Zones

PLA094/21

RESOLVED (Harrison/Schweikert)

That Council:

1. Adopt proposed clause 5.5 of the Standard Instrument LEP, with the accompanying controls nominated in this report.
2. Advise the Department of Planning, Industry and Environment (DPIE) of its resolution by 30 May 2021.

The resolution was carried unanimously.

9. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

9.1 DA.2020.1146 - Extractive Industry - 587-589 Tarago Road, Lake George

PLA095/21

RESOLVED (Harrison/Hicks)

That the report be received for information.

The resolution was carried unanimously.

- PLA096/21
- 9.2 Unauthorised Use of Land for Disposal of Fill Material - Outcome of Compliance Action in Land and Environment Court**
RESOLVED (Schweikert/Harrison)
That the report be received for information.
The resolution was carried unanimously.
- PLA097/21
- 9.3 Submission on NSW Government Planning Amendments for Agritourism and Small Scale Agriculture Development**
RESOLVED (Schweikert/Harrison)
That the report be received for information.
The resolution was carried unanimously.
- PLA098/21
- 9.4 Funding Agreement - Braidwood Heritage Centre**
MOVED (Marshall)
That Council not agree to financially manage the Braidwood Heritage Centre project.
The motion (of Cr Marshall) lapsed for want of a seconder.
- RESOLVED (Hicks/Overall)**
That the report be received for information.
The resolution was carried unanimously.
For: Crs Biscotti, Brown, Harrison, Hicks, Noveska, Overall and Schweikert
Against: Cr Marshall

10. REPORTS OF COMMITTEES

- PLA099/21
- 10.1 Minutes of the QPRC Heritage Advisory Committee Meeting held 18 March 2021**
RESOLVED (Overall/Hicks)
That Council note the Minutes of QPRC Heritage Advisory Committee held on 18 March 2021.
The resolution was carried unanimously.

11. NOTICES OF MOTIONS

11.1 Backup Electricity for Telecommunication Facilities and Emergency Services Facilities

PLA100/21

RESOLVED (Marshall/Harrison)

That Council receive a report on the effectiveness of backup electricity for telecommunications facilities and emergency services facilities in the QPRC area.

For: Crs Biscotti, Brown, Harrison, Marshall, Noveska, Overall and Schweikert

Against: Cr Hicks

11.2 Membership of the Bungendore Town Centre and Environs Committee

The Mayor advised he had concerns in the commentary of the background for the motion which may lead to referencing the Code of Conduct and the administration of the Code. Accordingly, the Mayor ruled the motion not be discussed in terms of Conflicts of Interest or Code of Conduct complaints.

MOVED (Marshall/Harrison)

That Council review the composition and Terms of Reference of all Advisory committees, including their membership. This review to be considered by the new Council following the 2021 Local Government elections.

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

For: Crs Harrison, Marshall and Overall

Against: Crs Biscotti, Brown, Hicks, Noveska and Schweikert

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 6.17pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR TIM OVERALL
MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

8.1 Request for Change to Business Rating Sub-Category (Ref: ; Author:
Taylor/Biscotti)


Notice

The following rescission motion signed by Crs Michele Biscotti, Trudy Taylor and Mark Schweikert has been received.

Motion

That Council rescind Resolution number 066/21 from the Ordinary meeting on Wednesday 24th February 2021 [“That Council not approve the request for change to rating sub-category for the property listed in the report.”].

Attachments

Attachment 1  Notice of Motion of Rescission - Request for Change to Business Rating Sub-Category (*Under Separate Cover*)

9.1 **Community Engagement Report - Proposal to Close Majara Street
Bungendore (Ref: ; Author: Tozer/Fulton)**

File Reference: COUNCIL – EXECUTIVE – LEGAL – 52.4

Summary

At the 28 October 2020 meeting Council confirmed its support of the Bungendore High School proposal from the Department of Education (DoE) which included the recommended partial closure of the Majara Street road reserve.

Community consultation is an important part of the road closure process and all submissions have been documented for the consideration of councillors. Council received 169 submissions through this process, however, the majority are not specific to the road closure itself and instead focus on the DoE's high school project. This is an important differentiation as concerns raised should instead be raised and addressed when the DoE undertake their development application process.

This report is presented to Council seeking endorsement for the closure of road.

Recommendation

That Council:

1. **Endorse the concept plan shown in Figure 1, being the part closure of Majara Street road reserve made up of sections A and B, as separated by the intersection at Turallo Terrace.**
2. **Consider all submissions and endorse closing the highlighted section of Majara Street road reserve and formalise this decision by publication of notice in the Government Gazette.**
3. **Advise the NSW Department of Education that Council's endorsement of the proposal is reliant on the safe and satisfactory resolution of issues related to the Traffic section of this report and gazettal of the closure subject to execution of the heads of agreement and conclusion of the planning proposal.**
4. **Authorise the Chief Executive Officer to execute the necessary documentation to affect the closure of the road, and the subsequent sale of Section A for market value as determined by an independent valuer.**

Background

At the 28 October 2020 meeting Council resolved in part [211/20] to:

2. *Support the proposal from NSW Department of Education (DoE) in terms of:*

- b. agreeing to the sale of 2,4-6 Majara St, 10 Majara St, and the Majara road reserve between Turallo Terrace and Gibraltar St to DoE, based on independent valuations;*
- c. authorising the road closure of that above part of Majara St road reserve;*

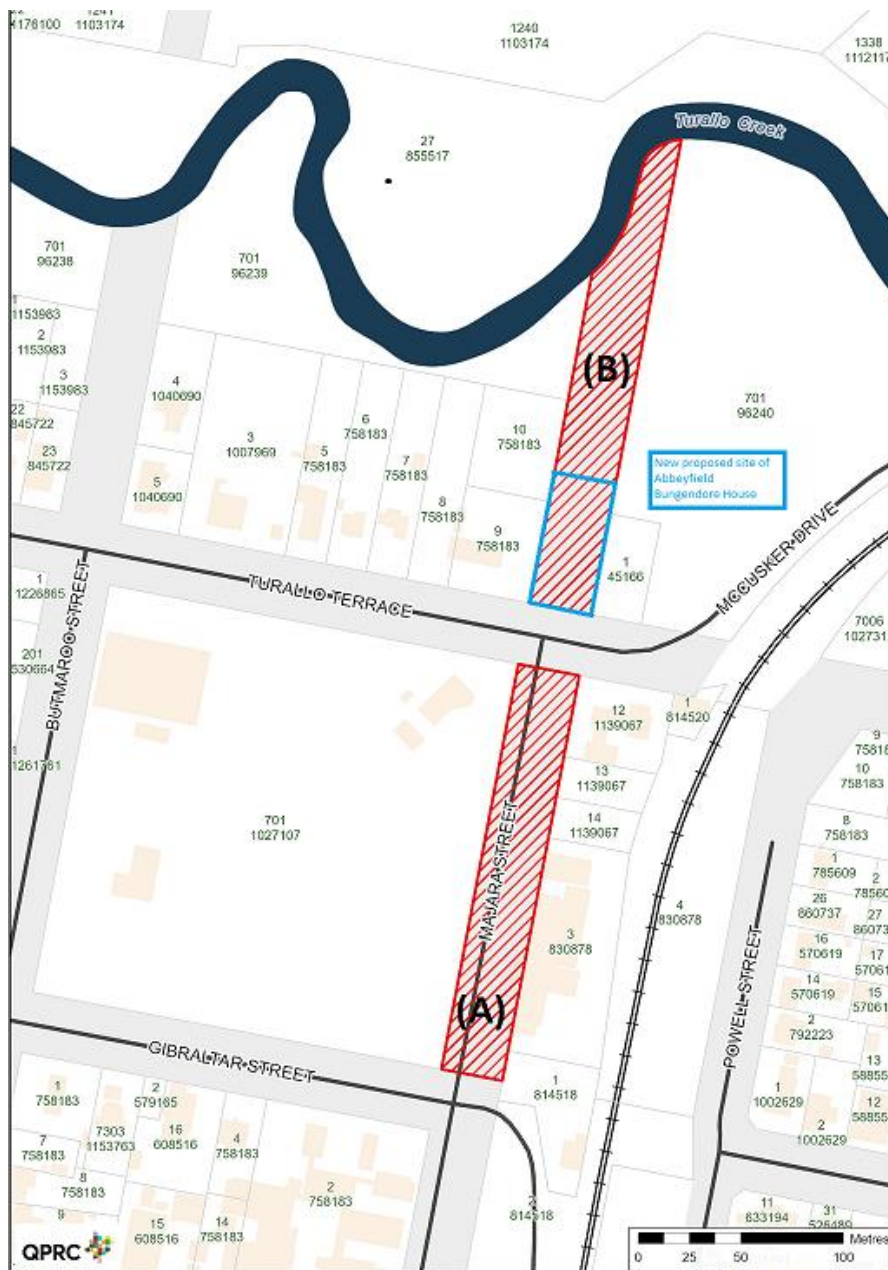
9.1 Community Engagement Report - Proposal to Close Majara Street Bungendore
(Ref: ; Author: Tozer/Fulton) (Continued)

3. Support reassigning the Abbeyfield aged care residential site from 4-6 Majara St to approx. 1800m² site at Majara St road reserve north of Turallo Tce, and take steps to make necessary planning and administrative actions to enable that use, including:

- a. authorising closure of that part of Majara St road reserve;

A site plan of the proposed partial Majara Street road reserve closure is shown hereunder. Section A is known as the Majara road reserve between Turallo Terrace and Gibraltar Street. Section B is known as the Majara road reserve north of Turallo Terrace.

Figure 1



**9.1 Community Engagement Report - Proposal to Close Majara Street Bungendore
(Ref: ; Author: Tozer/Fulton) (Continued)**

Implications***Legal***

- Majara Street is a Council public road and procedures pursuant to Part 4 Division 3 of the *Roads Act 1993* must be observed.

Council has identified as per section 38A of the *Roads Act*, that part of the Majara Street road reserve is not reasonably required as a road for public use (whether for present or future needs); not required to provide continuity for an existing road network; and does not impede vehicular access to particular land.

A plan of first title creation will be prepared for Section A and Section B and registered at Land Registry Services. The titles will vest in Council as operational land.

Council has agreed to the sale of the section A to DoE.

Section B will be subdivided into two parts and Council will enter into a peppercorn lease for one part with Abbeyfield pending the creation of a new title for later gifting to Abbeyfield. The remaining portion of land to the north of the Abbeyfield site to the river will remain vested with Council. See **Figure 1** for more detail.

If consent is granted to the proposed road closure, staff will prepare a notice for publication in the Government Gazette which will formalise the road closure.

The Council decision to close a Council public road can be appealed to the Land and Environment Court – s38F *Roads Act*. An appeal can only be lodged by:

- An adjoining land owner;
- Notifiable authority; and,
- Any other person (or class of person) prescribed by the regulations.

To affirm the road closure, Council should wait for the 60-day Land and Environment Court appeal period to pass after publication of the Gazettal Notice prior to lodging the application for the new certificate of title for the sections of closed road.

Council may choose to defer gazettal until the planning proposal and development application by DoE have been determined.

Part 4 Division 6 Section 43 of the *Roads Act No 33* states:

43 Disposal of land comprising former public road owned by council

- (1) This section applies to land vested in a council and forming part of a former public road.*
- (2) Land to which this section applies is operational land for the purposes of the Local Government Act 1993 unless, before the land becomes vested in the council, the council resolves that it is to be community land, in which case the land is community land.*
- (3) If the land is disposed of by sale, the proceeds of sale (less the costs of the sale) are to be paid to the council.*

**9.1 Community Engagement Report - Proposal to Close Majara Street Bungendore
(Ref: ; Author: Tozer/Fulton) (Continued)**

(4) Money received by a council from the proceeds of sale of the land is not to be used by the council except for acquiring land for public roads or for carrying out road work on public roads

Policy

The QPRC Property Policy notes Council will use funds from land investment or use Council land holdings to leverage acquisition of other land critical to the orderly development of important urban or environmental areas.

Assets

The proposal will see the removal of the road from Council's Asset register which will have a negligible impact on total asset values. Council's Water, Sewer and Stormwater assets are within the existing road reserve. Easements will be created around these assets in favour of Council to ensure that we have access to managed & maintained the service.

Traffic

The Transport Impact Assessment (TIA) prepared by DoE indicates the impact of the road closure on the operation of the streets in the vicinity will not impact the Level of Service experienced by road users.

The performance and safety of the network immediately around the existing and proposed school will be directly related to the infrastructure provided by DoE. It is imperative to the safe operation of the network and school zone that the following occurs:

- The Majara / Gibraltar Roundabout is constructed
- Additional formal parking is provided in the Train station to replace that:
 - removed on Majara St
 - consumed by High School Parking

It is also noted that the TIA has changed to now include options of high school students crossing the road to access bus services at the Primary School. This differs from the preliminary proposals that included a bus stop within the High School grounds. The changes have resulted in the proposal being the only school in the LGA that will see students cross the road to access buses.

This scenario will see the use of Council assets by vulnerable road users with key mitigating measures being outside of Council control. The risks staff have identified with this are:

- Council does not control whether a crossing supervisor is provided
- Council is unable to ensure the students have DoE supervision to cross the road.
- A wombat crossing must be provided, and thorough attention paid to pedestrian desire lines

It is suggested these matters be addressed by DoE in designing the development in preparation for the SSDA (to which Council may make a submission).

9.1 Community Engagement Report - Proposal to Close Majara Street Bungendore (Ref: ; Author: Tozer/Fulton) (Continued)

Strategic

There is positive sentiment in the Bungendore community to progress the development of a High School in Bungendore. The partial closure of the Majara Street road reserve will be incorporated as part of the Bungendore High School project being developed by the NSW Department of Education.

In 2017 Abbeyfield was allocated grant funding to commence the development of affordable community housing facilities for older people in need, and part of Section B of the Majara street road reserve closure has been allocated as the location for this purpose.

DoE will permit the Scouts to utilise the new DoE carpark located on 2-6 Majara Street outside of school hours to replace the Scout's existing carpark.

Engagement

A Notice identifying the proposed area to be closed (see **Figure 1** above) inviting submissions to the proposed road closure was published in the Regional Independent on 3 and 17 February 2021. The Notice was also published on Council's Your Voice webpage on 3 February 2021.

In addition, the Notice was sent by post (or email) to the nominated addresses of Notifiable Authorities (defined under section 32B of the *Roads Act*), adjoining land owners and to the property owners along Gibraltar and Turallo Terrace adjoining the Mick Sherd oval.

There was a 28-day submission period and Council received a total of 169 submissions, copies of which are annexed to this report. Staff has prepared replies to the common themes as outlined in attached Engagement Report. The focus themes were summarised as Traffic, High School Site Location, Heritage, Flood Risk, and No Objection.

Any person may make a submission with respect to the proposal. However, without limiting the submission process, a Notifiable Authority may include a statement in its submission formally objecting to the closure of the road - section 38C of the *Roads Act*. If a *formal* objection is made, the road may not be closed until the objection is withdrawn by the Authority or set aside by the Land and Environment Court – section 38D(2) *Roads Act*. No formal objections were received from any of the notifiable authorities.

Financial

Minor expenses have been incurred in preparing and distributing the road closure notice. Some further costs will be incurred to undertake the necessary survey and plan of new title creation.

Program Code	Expense Type	Funding source	Amount (\$)
104386	Legal – other	Public advertising	\$1,300
		Survey and Plan of new title creation	TBA
		Incidental legal fees	\$1,500

9.1 Community Engagement Report - Proposal to Close Majara Street Bungendore (Ref: ; Author: Tozer/Fulton) (Continued)

Proceeds of sale of the road reserve will be allocated to carparking associated with the proposed new office and facilities in the town centre.



Conclusion

As per the *Roads Act 1993* requirements, the necessary notices and submission period was undertaken. Notifiable Authorities, being parties who may lodge a formal objection, include agencies such as Crown Lands, RMS, the Office of Environment and Heritage (Parks and Wildlife) and other service providers such as Essential Energy and Water NSW. A Notifiable Authority also extends to include the owner or occupier of land whose land will suffer a material loss of access because of the council public road closure. QPRC is the only owner/occupier who meets this classification. No Notifiable Authorities objected to the road closure.

It will be important that future modifications to the remaining road network considered as part of the DoE State Significant Development Application (SSDA), specifically either end of the proposed closed section, should continue to maintain the legal and practical access of adjoining landowners where required.

Community consultation is an important part of the road closure process and all submissions will need to be duly considered with respect to the proposed road closure. Submissions that object to the location of the high school project are not relevant for the purposes of this report.

Attachments

- | | |
|---|---|
| Attachment 1
 | Engagement Report - Majara St Road Closure - April 2021 (<i>Under Separate Cover</i>) |
| Attachment 2 | Bungendore TIA (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 3
 | Collated submissions on Majara St road closure (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.2 Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong (Ref: ; Author: Thompson/Geyer)

File Reference: PJT0061

Summary

In 2017 Council resolved to submit a planning proposal to amend the permissible use on land at 1241 Old Cooma Road, to include a cemetery. This would allow Council to progress plans to establish the site as a proposed Memorial Park subject to future approvals. The Gateway Determination required Council to undertake a number of studies and place the reports on public exhibition.

The formal public exhibition period was undertaken from August to October 2020. Having considered the matters raised by the community during the consultation period and the concurrent change from drought to above average rainfall, it was deemed appropriate to conduct further ongoing ground water monitoring and test pumping on bores to determine flow rates and recharge rates.

This report brings all studies and consultation to Council to review. Council can now be satisfied that the potential impacts of allowing a memorial park/cemetery to be a permissible use at this location can be mitigated through appropriate engineering and management of the site.

No actual memorial park/cemetery can be commissioned without design details, a development application and a robust operational plan. Therefore, it is recommended that Council support the Planning Proposal for this initial land use planning step, and forward it and the supporting documentation to the NSW Department of Planning, Industry and Environment (DPIE) requesting the draft plan be made.

Recommendation

That Council:

- 1. Endorse the Planning Proposal and supporting information to allow a cemetery as a permissible use on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong.**
 - 2. Forward the Planning Proposal to the NSW Department of Planning, Industry and Environment requesting that the Minister for Planning make the draft plan.**
-

Background

At its Ordinary Meeting of 24 June 2020, Council resolved to proceed with formal public exhibition and community consultation in respect of the proposed memorial park/cemetery on 1241 Old Cooma Road, Googong and to consider a report from staff on that consultation process prior to forwarding the planning proposal to the Minister for Planning for final determination (Minute No. 115/20). Council had previously made clear a cemetery proposal would specifically exclude a crematorium. Site selection and elements for design and operation have been informed by NSW Cemetery and Crematoria guidelines.

9.2 Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong (Ref: ; Author: Thompson/Geyer) (Continued)

Exhibited Studies

The Gateway determination for the planning proposal issued by the (DPIE) required Council to undertake a number of studies to support the planning proposal prior to commencing consultation with government agencies and the community. These were:

- Cultural Heritage Study
- Traffic and Transport Impact Assessment
- Visual and Noise Assessment
- Geotechnical Study
- Hydrological Study
- Social Impact Assessment
- Flora and Fauna Study.

An additional Social Impact Assessment was prepared by Elton Consulting on Council's behalf. This included a number of telephone interviews, a telephone survey and a focus group discussion in late 2018.

Further work was also undertaken in respect of potential flooding impacts on the site. That work concluded that flooding is not a constraint to the development of a memorial park/cemetery on the land.

Further, in response to comments received from the Natural Resource Access Regulator (NRAR), additional monitoring was undertaken over a 15 month period in respect of potential groundwater impacts on the site. The report addressing NRAR's requests was provided to NRAR for further comment as part of ongoing consultation and engagement. The report indicates that with appropriate management practices in place there are unlikely to be any significant impacts on groundwater, and that suitable areas of land are available for both burials and memorial sites to meet the needs of the community into the foreseeable future. Having regard to that report, NRAR supports the use of the site for a memorial park/ cemetery subject to several conditions which it is intended to implement.

Copies of the background studies were included with the Council report of 24 June 2020 (Item 9.2). All of the above studies were made available to the community during the formal public exhibition period. Council also exhibited a Question and Answer fact sheet about the proposal to explain the background as to the need for the memorial park/ cemetery, how the site was chosen, and the relevant planning/development processes.

Further Ground Water Monitoring

Council therefore commissioned further measurement of subsoil water levels through to February 2021. A copy of the feedback from that study is shown in Attachment 8.

Figure 1 below shows the depth at which subsoil water was encountered at three bore sites across the site. The graph covers the period from January 2019 to February 2021. The blue jagged line at the top of the graph indicates rain events. The yellow, green and brown lines reflect subsoil water levels below ground level at various bores across the site. The solid red line shows the Cumulative Deviation from Mean Rainfall. Basically when the red line goes up the daily rainfall is greater than average, when it goes down, lower than average. The dotted red line is the ideal subsoil water level (3m below ground level) for managing a cemetery without intervention to control subsoil water levels. The graph is reproduced to a larger scale in Attachment 7

The first half of the graph indicates infrequent and intermittent rain events (often storms) and reflects the last 12 months of the drought that culminated in the devastating bushfires in the region in late 2019/early 2020. During this period subsoil water levels slowly fell across the site.

9.2 Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong (Ref: ; Author: Thompson/Geyer) (Continued)

From March 2020 onwards it can be seen that rainfall events increase in both frequency and intensity. This is reflected in a steady and cumulative rise in subsoil water levels with a peak associated with sodden ground due to farm dams being at capacity in November 2020. These results are not surprising given the weather patterns of these two respective years, being drought followed by above average rainfall.

It should be noted that the Lawn Cemetery located in Lanyon Drive has also experienced high ground water during this period requiring management of subsoil water conditions.

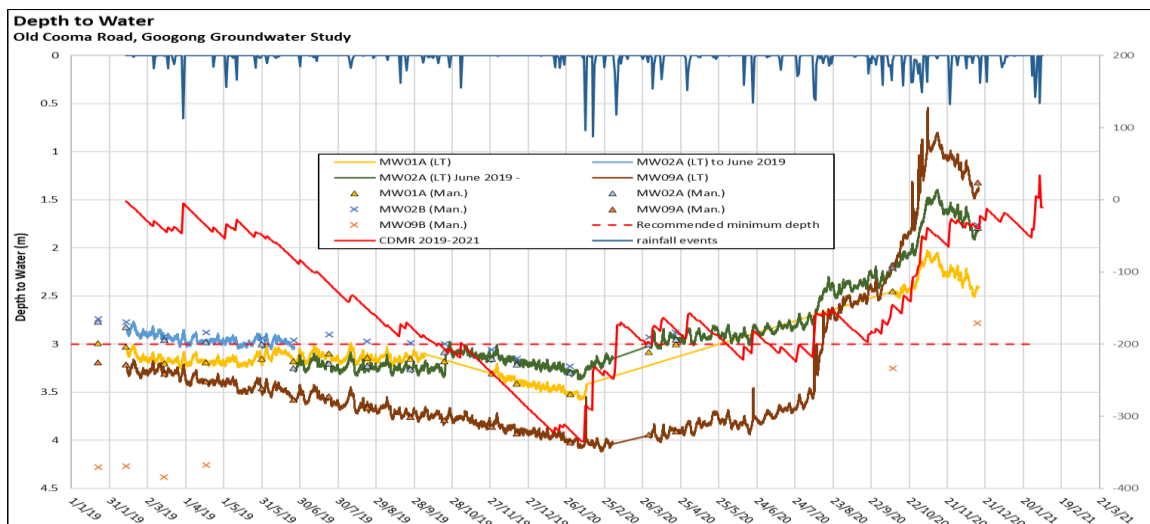


Fig 1. Monitoring Data Showing Level of Subsurface Soil Water Below Ground



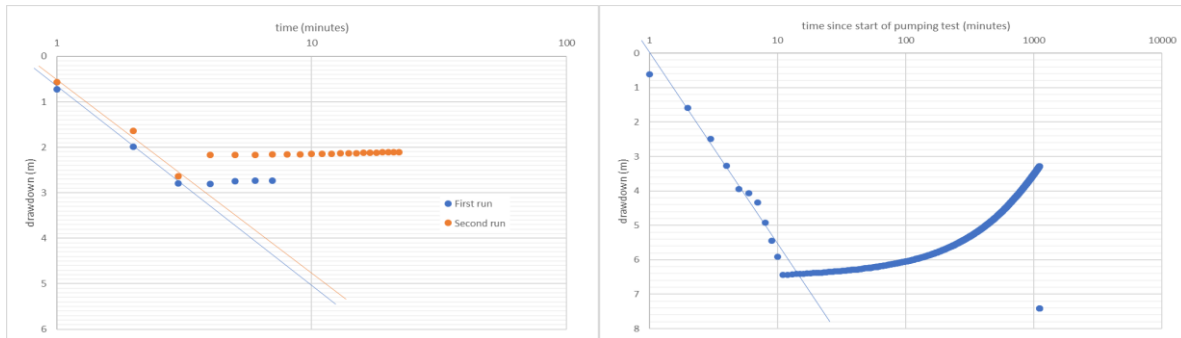
Fig 2. Test Bore Locations Dry (left) and Wet (right). Sites 1, 2 and 9 relate to the Yellow, Green and Brown Lines in Figure1 Respectively

While it is apparent, ground water is not an issue during average and dryer rainfall periods, engineering solutions to manage subsoil water levels will be required for longer periods of wet weather.

To assess what engineering solutions might be available, bore flow rates and recharge rates were measured to determine options for management of the site during wet periods. The tests showed that rapid pumping drew down the bores quickly, however recharge was also rapid. Slower pumping rates indicated a slower draw down, 200-300lt/day, and consistent pumping could maintain levels, but levels rose again if pumping stopped and results are localised due to clay content.

9.2 Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong (Ref: ; Author: Thompson/Geyer) (Continued)

Figure 3 below reflects the above comments and includes an explanation from the groundwater specialist.



Consistent transmissivities are all low and reflect the high proportion of clays in the sediments. No other bores registered a response, indicating a narrow field of influence.

What this means is pumping from anywhere on the block will have a fast, but very local, impact on water tables which will recover slowly, but surely, as the steep drawdown cones mean very limited drawdown effect very far from the bore.

Fig.3 Trials on Pumping Rates

This result indicates multiple management tools need to be applied in an integrated water management system and relying solely on pumping during these wet periods is not suitable. It does however, indicate any leachates within the property can be relatively easily retained onsite.

As the site is at the base of surrounding hills, gravity will naturally bring water to and through the site. Localised ground water levels clearly increased once the farm dams reached capacity and held back water allowing surrounding soil to become saturated. Engineering solutions such as contouring, decommissioning two small dams and adding cut off drains are some of the options for managing water onsite, without altering the flow rates entering or leaving the property.

These engineering solutions are common in the mining industry and many other cemeteries across the country. Horticultural solutions are also available. A single eucalypt tree can transpire 200L of water per day (Floyde Storm Water Bulletin 2001) whereas a deep-rooted oak tree can transpire 400L per day (USGS 2021). It is not critical to manage ground water over the entire 36ha, only those specific areas dedicated for inground interments. Areas to be used for landscaping and other services can be left unaltered.

It is however, prudent to remember that the current exercise is a land use Planning Proposal, not the detailed development application or operational plan for a memorial park. At this later stage, it will be appropriate to invest in a professionally developed Integrated Water Management Plan for the site with strategies for ongoing water monitoring and a range of management tools for the life of the facility.

Implications

Legal

The planning proposal has been progressed consistent with the requirements of the *Environmental Planning and Assessment Act, 1979*.

9.2 Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong (Ref: ; Author: Thompson/Geyer) (Continued)

Environmental

A number of environmental studies have been prepared for the site as required by the Gateway determination. Additional groundwater monitoring was also required by NRAR and this has now been undertaken.

Having regard to the outcomes of the studies, it is intended to retain remnant native vegetation on the site and to undertake ongoing monitoring and development of an integrated water management plan if the Planning Proposal proceeds and a development application is to be lodged.

Social / Cultural

A Social Impact Assessment (SIA) was carried out as part of the planning proposal. The SIA found potential social impacts included levels of community trust in the planning decision, perceptions that existing traffic congestion will be exacerbated, perceived changes to the rural character of the area, and fear of potential decreased property values

This SIA found that these potential negative social impacts are likely to be primarily and intensely felt among a relatively small number of people made up of predominantly existing residents who currently live in immediate geographical proximity to the site, and some people who are planning to move to the area surrounding the site in the near future (less than 2 years).

As a result, the SIA recommended as a mitigation response that if the proposal proceeds QPRC undertake a robust, proactive and comprehensive communications and engagement strategy designed to ensure a high level of community awareness that the site would be developed as a memorial park/cemetery. This would include provision of genuine opportunities for the community to collaborate with QPRC on future memorial park/cemetery design.

If the proposal proceeds it is intended to pursue this recommendation and include a comprehensive communications plan moving forward.

Strategic

The provision of cemeteries is considered critical infrastructure for a community for both health and social reasons. The need for a new memorial park/cemetery to service the Queanbeyan, Jerrabomberra and Googong communities is becoming increasingly urgent with Lanyon Drive cemetery rapidly approaching its capacity. The proposal to identify a site and develop a new memorial park/cemetery has been acknowledged as a major strategic project for Council since 2012, with the subject planning proposal commencing in 2017.

Engagement

Community engagement was conducted over a six-week period from 24 August 2020 to 5 October 2020, with submissions being received up to 6 October 2020.

The community consultation process included:

- placing all background studies and reports associated with the planning proposal on public exhibition;
- conducting an independently facilitated public meeting with interested members of the community and preparation of a "Listening Report",
- direct consultation via Council's "Your Voice" webpage,
- consultation through social media channels.

9.2 Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong (Ref: ; Author: Thompson/Geyer) (Continued)

The public meeting component of the community engagement was conducted on 15 September 2020 via Zoom due to COVID-19 restrictions on public gatherings. The meeting was well attended with approximately 50 registered participants. Participants were able to submit questions in advance of the meeting or during the meeting itself (79 questions submitted and responded to). A short survey of those participants undertaken by the facilitator at the end of the meeting indicated 79% felt the meeting was either “Informative” or “Highly Informative”. Further, 95% of participants believed the facilitator was “Effective” or “Highly Effective”.

In addition, participants in the meeting and other members of the community were provided with an opportunity to submit questions in respect of the proposal directly to Council for a response. Staff have subsequently answered all questions submitted and these responses have been placed on the Council’s website for public viewing.

The following documents are attached for Council’s information:

- A summary and analysis of submissions received during the public exhibition period (Attachment 1).
- Copies of all community submissions received during the public exhibition period (Attachment 2).
- The questions submitted by the community for the Online Community meeting and staff’s responses to these (Attachment 3).
- The questions submitted by the community during the public exhibition period and staff’s response to these (Attachment 4).
- the “Listening Report” from the public meeting prepared by the facilitator (Attachment 5).
- The Question and Answer sheet circulated during the exhibition period (Attachment 6).

During the public exhibition period:

- 67 submissions were received through “Your Voice” or direct to Council.
- 45 questions from the community were received prior to the public meeting and responded to.
- 8 presentations were made by community members at the public meeting held to inform the planning proposal.
- 79 questions from the community were received and responded to.

Following the public meeting, the independent facilitator produced a “Listening Report” and Council’s staff completed a “Your Voice” engagement report. Additionally, staff also prepared an analysis of the submissions received during consultation.

As noted, all these reports and questions are attached for Council’s review.

Across the submissions, seven common areas of concern were highlighted including, Aboriginal Heritage, Traffic and Access, Groundwater Contamination and Flooding, Environmental, Mental Health, Property Values, Process and Communication. A summary of the submissions and Council’s response to the matters raised is provided in Attachment 1.

There was both opposition and support for the planning proposal, with one submission being essentially neutral.

9.2 Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong (Ref: ; Author: Thompson/Geyer) (Continued)

None of the reports or findings have identified significant reasons why the planning proposal should not proceed. There are a number of recommendations that will be addressed at development application (DA) and detailed design phase should the Planning Proposal be successful, and a number that will be incorporated into a long-term operations management plan for the site if approved.

One recurring concern of the community was impact on groundwater and that testing was conducted during drought. The report does address this in that rainfall data and test results were correlated and indicated initial effect or storm events spiked quickly but also receded quickly. However, it was felt that further monitoring was in the public interest and the cumulative impact of the current above average rainfall should also be assessed.

Further community engagement will occur during design and development application stages, should the proposal progress to that point.

Financial

While Council has identified the initial need for loan funds to develop and establish a new memorial park/cemetery site, the project is anticipated to be fully self-funded with acquisition and development costs being recouped through income from reservation and internment sales and services. A business plan would be prepared subsequent to the decision of the NSW Minister for Planning, and a Council decision to progress to full design, DA and procurement.

Resources (including staff)

The planning proposal and community engagement has required staff and consultant resources from Land-use Planning, Community Engagement and Urban Landscapes over a three-year period. Should the proposal be approved, considerably more work will be required to prepare subsequent development applications, detailed designs, and a Business Operation Plan for the site.

Integrated Plan

The proposed new memorial park/cemetery has been identified within Council's strategic planning documents since 2012.

Conclusion









Council has now completed all the required studies identified in the Gateway Determination issued by the State government, including additional ground water monitoring conducted at the request of NRAR.

Where relevant, the reports have made recommendations in respect of any future DA or Operational Plan for the proposed memorial park/ cemetery. Although it is expected, conditions would be applied, there is nothing identified that would prevent this land use Planning Proposal proceeding noting that detailed design and specific management strategies would form part of a future DA, should it proceed to that point.

Accordingly, staff are now recommending that the Planning Proposal and supporting documentation be forwarded to the Department of Planning, Industry and Environment (DPIE) requesting the Minister for Planning (or delegate) to make the draft plan to enable the land to be used as a memorial park/cemetery.

9.2 Community Engagement Report - Planning Proposal to Permit Proposed Memorial Park on Lot 2 DP112382 and Lot 126 DP754881 - No.1187-1241 Old Cooma Road, Googong (Ref: ; Author: Thompson/Geyer) (Continued)

Attachments

- Attachment 1  Summary of Submissions and Council Response (*Under Separate Cover*)
- Attachment 2  Community Submissions Redacted (*Under Separate Cover*)
- Attachment 3  Community Questions and Responses (On Notice for Online Community Meeting) (*Under Separate Cover*)
- Attachment 4  Community Questions and Responses (Arising during OnLine Community Meeting) (*Under Separate Cover*)
- Attachment 5  Listening Report from Community Meeting (*Under Separate Cover*)
- Attachment 6  Question and Answer Fact Sheet Memorial Park/Cemetery (*Under Separate Cover*)
- Attachment 7  Ground Water Levels - Enlarged Version of Figure 1 in Council Report (*Under Separate Cover*)
- Attachment 8  Ground Water Monitoring Report Feb 2021 (*Under Separate Cover*)

9.3 QPRC Draft Waste Strategy Exhibition (Ref: ; Author: Tooth/Belcher)

File Reference: 34.2.3

Summary

This report recommends the adoption of a preferred scenario and rating approach for the draft QPRC Waste Strategy and further recommends exhibition of the draft QPRC Waste Strategy.

Recommendation

That Council:

- 1. Adopt Scenario 3 with Rating Approach D as the preferred scenario in the draft QPRC Waste Strategy.**
 - 2. Place the draft QPRC Waste Strategy (as amended by this report) on exhibition for 28 days.**
-

Background

Current waste management within QPRC reflect pre-amalgamation arrangements. This has resulted in several sub-optimal servicing and charging outcomes that need to be addressed.

Council has engaged consultants to undertake a long-term strategy to guide Council waste management and improve landfill diversion rates. Development of the draft Waste Strategy has been informed by a Waste Strategy Working Group and a previous round of public consultation. The Strategy acknowledges separate waste management activities and ambitions of the ACT and CRJO. The draft Waste Strategy has now been prepared and will shortly be ready for public consultation.

Several drivers have been considered in the development of the draft Waste Strategy. These main drivers include:

- Legislative and regulatory requirements including the NSW Government target to increase diversion from landfill to 70% of waste
- Appropriate and equitable provision of services across the LGA and harmonisation of fees and charges where the same services are provided
- A need to rationalise operations, including waste disposal, to better service the community and to reduce costs

In addition, the draft Waste Strategy has been developed in an environment with a number of external pressures such as:

- Bans on exporting of waste from Australia
- Bans on importing waste to various nations including China and Indonesia
- Growing waste generation rates over time
- Population growth
- Growing environmental obligations and expectations from the community and government
- Environmental and WHS risks

9.3 QPRC Draft Waste Strategy Exhibition (Ref: ; Author: Tooth/Belcher) (Continued)

As a consequence of those drivers, pressures and the merger, the management of waste is sub-optimal in terms of:

- Management of waste assets (landfill, transfer stations, recycling, WAMI etc)
- Differing modes of service delivery (QPRC staff deliver kerbside and WTS services in former Palerang; contractors deliver kerbside in former QCC, staff operate WAMI)
- Differing cost profiles (including gate fees and tonnage charges to third parties to landfill and recycling)
- Differing charging regimes for kerbside, commercial, transfer station, general waste

The draft Waste Strategy has considered “business as usual” and a further five scenarios. Each scenario offers different arrangements of services and actions to drive QPRC closer to the NSW Government diversion target of 70% of waste diverted from landfill.

Of the modelled scenarios, Scenario 3 has been recommended for the following reasons:

- It delivers the equal highest waste diversion over the life of the Strategy
- It balances costs to residents with delivering diversion targets
- It provides an equitable solution for all residents and businesses in the LGA
- It provides all residents with access to all QPRC waste facilities
- It provides sufficient resources and funding to enable the identified actions to be undertaken

Opportunities for regional solutions are expected to emerge to manage FOGO, recycling and perhaps waste to energy.

The recommended scenario differs from the Waste Strategy Working Group recommendation of Scenario 5. Although Scenario 5 was adopted as the preferred scenario, questions arising during the meeting led to amendment of portions of the model following the meeting. These changes resulted in Scenario 3 and Scenario 5 achieving the same diversion rate, however, the cost to ratepayers for Scenario 5 was substantially higher. For that reason, Scenario 3 is recommended.

To manage transitional cost impacts to residents, various rating approaches were considered. It is recommended that Rating Approach D is implemented as it provides phased amendment of the charges and maintains sufficient funding to undertake Strategy actions. Further information on the Rating Approaches considered is shown in the attachments.

Prior to exhibition, some minor amendments to the draft Waste Strategy are required. These primarily relate to amendment of tables and figures that require in-principle agreement from Council prior to finalisation. A working draft of the Waste Strategy is included in the attachments for councillors.

Implications***Policy***

Future adoption of the Waste Strategy will provide strong policy guidance on waste management within QPRC. The adopted Strategy will provide the basis for all future decisions on waste management within the Strategy timeframe.

Environmental

There are no environmental impacts related to the exhibition of the draft Strategy. Following adoption of a final Strategy there will be a significant, on-going improvement in diversion of waste from landfill, recycling levels and consequent environmental benefits.

Engagement

Exhibition of the draft Strategy will be undertaken in accordance with Council's QPRC Stakeholder and Community Engagement Policy Framework, across the same exhibition period as the Operational Plan, with submissions reported to the June meeting.

Financial

The draft Strategy as detailed above has been included in the development of the draft 2021/22 Operational Plan and associated draft Revenue Policy and draft Fees and Charges. Feedback on the draft Strategy will be treated as a submission to the Operational Plan exhibition. The phased pricing path for the harmonised fee structure progressively reduces charges for former Palerang and increases charges for former QCC areas. The primary pricing difference involves the expansion of the general waste charge to the former QCC, which in turn covers the cost of managing and operating the waste assets.

Integrated Plan

Finalisation of the Waste Strategy will be reflected in future Operational Plans and Delivery Programs, with prioritised actions included in those Plans.

Conclusion

It is recommended that Council place the draft Waste Strategy on public exhibition with Scenario 3 incorporating Rating Approach D adopted as the preferred scenario. Once exhibition is complete, a further report will be provided to Council for their consideration.

Attachments

- Attachment 1 Working Draft QPRC Waste Strategy (*Under Separate Cover*) - **CONFIDENTIAL**
- Attachment 2 Draft Waste Strategy General Waste Charge Ratings Approach (*Under Separate Cover*) - **CONFIDENTIAL**

9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes (Ref: ; Author: Hansen/Cunningham)

File Reference: 33.2.4-03, 32.1.1-12

Summary

Over the past two years, Council has received a number of reports in relation to milestones achieved against the NSW Best Practice Management Framework for Water and Sewerage as it relates to the Palerang Community schemes. The peak document in this suite is the Integrated Water Cycle Management (IWCM) Plan which was formally adopted in February 2019. Work has since continued on adjunct documents; namely the Development Servicing Plans (DSPs) and a revised Pricing and Tariff structure. The DSPs were formally adopted by Council at its ordinary meeting of 24 June 2020.

The purpose of this report is to present a new pricing and tariff structure with a view to formal adoption and application from the 2021/2022 financial year, as signalled at a recent councillor workshop.

Recommendation

That Council:

- 1. Adopt the new pricing and tariff structure for the Palerang Communities Water and Sewerage Schemes.**
- 2. Include the provisions of option 1 (50:50) of the tariff structure contained in table 2 of this report in the draft Operational Plans for 2021/2022, 2022/2023 and 2023/2024 for the targeted Typical Residential Bill (TRB) for water of \$1,060 (2019/2020\$) per assessment (adjusted for inflation).**
- 3. Increase the targeted TRB (water) to \$1,160 (2019/2020\$) per assessment (adjusted for inflation) in line with option 1 (50:50) of the tariff structure contained in table 2 of this report in the draft Operational Plan from 2024/2025 onward.**
- 4. Include the provisions of option 3 of the tariff structure (sewerage) contained in table 4 of this report in the draft Operational Plan for 2021/2022 and beyond (adjusted for inflation).**

Background

If the IWCM is the mechanism under which issues are identified and remedial strategies are devised, then the DSPs and Pricing and Tariff policies are the means by which these strategies are funded. Whilst the DSPs are concerned with generating funds associated with development driven headwork growth, the pricing and tariff structure is about providing for ongoing operation, maintenance, depreciation and renewal. They are charges applied to all who benefit from the scheme and whilst they are sometimes called 'rates' they are in fact a charge – a fee for service.

The following outlines a summary of the models, their input assumptions and ultimately the outputs which form the basis of the recommended charging structure going forward. *(The assistance of Dr Sundar Sundaravadivel and NSW Public Works Advisory is gratefully acknowledged for the development of much of the following explanatory text).*

9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes (Ref: ; Author: Hansen/Cunningham) (Continued)

Water Supply

General

A key output of the model is the development of a Typical Residential Bill (TRB) under which the schemes can reasonably sustain the level of expenditure, both capital and operational, for the immediately foreseeable planning period (10 years). Under the current tariff structure, and based on consumption data for the first two billing periods for 2019/2020, the current TRB is around \$980 per annum (based on extrapolated consumption of approximately 184kL/year).

Using this same consumption expectation and the CPI adjusted tariff prices for 2020/2021, the TRB for that financial year is thus expected to be around \$1,005 per annum. Table 1 below shows the results of these assessments.

Table 1 – Current Tariff arrangements for 2019/2020 and 2020/2021

Tariff Elements	2019/2020	2020/2021
Access Charge (20mm)	\$461	\$473
Single step consumption charge (\$/kL)	\$2.82	\$2.89
Typical Residential Bill (TRB) based on 184 kL/year average water consumption (\$/year)	\$980	\$1,005

NB: All residential customers are charged the 20mm access charge irrespective of the size of the connected meter.

In developing the 2021/2022 (and beyond) tariff structures for water supply, a wider review of historical water consumption was undertaken. Data for the period 2017/2018 to 2019/2020 was assessed and resulted in an average residential water consumption of 185kL/year. In using this as a key model input, a 10% reduction (to 167kL/year) has been applied as a means of risk management and in an effort to guard against revenue reductions that could result from the extremes of continued drought/water restrictions or alternatively a prolonged wet period. The reduction is also proposed as a risk management measure against the likely effects of price elasticity on residential demands.

The 10% reduction was similarly applied to the modelled non-residential consumption figures.

The New Model

The financial model forecast demonstrated that the water tariff structure for 2021/2022 needs to be set to raise a total revenue of \$3.49 million pa (excluding pensioner rebates). This represents an estimated 17.8% real increase in revenue compared to the expected revenue of \$2.9 million based on the proposed tariff structure for 2020/2021 (refer to the water tariff options in Table 2 following).

Access and usage charges for residential and non-residential customers for 2021/2022 have been set to achieve the model forecast revenue requirements and at the adopted lower average residential water consumption of 167 kL/year per customer. In this respect the model outputs a required TRB of \$1,060 pa (2019/2020\$) commencing from the 2021/2022 financial year.

9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes (Ref: ; Author: Hansen/Cunningham) (Continued)

Table 2 shows two water supply tariff options developed by the model. Both have been developed on the basis of achieving the required customer billing revenue discussed above.

A key requirement of the best practice pricing is that water utilities with more than 4,000 connected properties/customers need to raise at least 75% of the residential customer revenue through usage charges, and the remaining revenue from access charges (75% : 25%). For smaller utilities (like the Palerang Community schemes) this requirement is relaxed to 50% (50% : 50%) (ie. A maximum of 50% attained through access charges).

Table 2 – 2021/2022 Water Supply Tariff Options

Tariff Elements	Tariff for 2019/20 (Current)	Tariff for 2020/21 (Proposed)	Tariff Options for 2021/22	
			Option 1	Option 2
Access Charge for 20mm meter (\$):				
Residential:	461	473	556	473
Non-Residential:	461	473	556	473
Usage Charge (\$/kL):				
Residential:	2.82	2.89	3.72	4.22
Non-Residential:	2.82	2.89	3.72	4.22
Estimated Annual Total Revenue (\$)	2,679,638	2,896,920	3,487,048	3,485,858
% of residential revenue in total revenue	80.81%	81.75%	82.23%	81.70%
% usage charge in total residential revenue	50.64%	50.52%	50.67%	57.88%
% usage charge in total non-residential revenue	63.34%	63.34%	63.04%	69.46%

NB: \$ figures in table 2 are nominal (inflated) figures.

NB: An estimated pensioner's rebate subsidy of approximately \$13,000 per year will be in addition to the customer generated revenue shown above.

Modelling

Two tariff options were modelled. Option 1 models the 50:50 (access:usage) split and identifies the results of \$556 per annum and \$3.72/kL respectively. Option 2 has been modelled with the target of maintaining the access charge of \$473 pa across the 2020/2021 and 2021/2022 financial years and results in a required usage charge of \$4.22/kL. Both options reflect the \$1,060 pa TRB target and both generate the required target revenue of \$3.49m although the latter effectively equates to a 46% increase in usage charge. This is considered to be excessive. Accordingly, option 1 is being proposed for adoption.

The charging regime proposed for non-residential assessments is based on the same system currently in place and is consistent with best practice guidelines. The usage charge is equivalent to that proposed above with only the access charge varying according to attached meter size and the following best practice formula:

$$\text{Access Charge}_{\text{Non Residential}} = (D/20)^2 \times \text{Access Charge}_{\text{Residential}}$$

Where:

D = Meter size of the Non Residential property being assessed (mm)

In considering the reasons for the upward pressure on these charges it is perhaps worth reflecting on some of the following:

- Borrowing costs

The first ten years of the modelled planning timeframe will see new external borrowings of around \$15m between 2022/2023 and 2025/2026. Borrowing costs such as interest and principal repayments affect the TRB. The greater the borrowings the greater the effect.

9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes (Ref: ; Author: Hansen/Cunningham) (Continued)

Council is fortunate with around \$10m held in externally restricted Water Fund reserves which serves to moderate the proposed increases.

- General Fund contribution charges

Between 2016 and 2018 the Palerang Communities Water fund was the subject of a \$203,603 pa (77.4%) increase in administration charge attributable to the General Fund. The revised financial model has factored this into its calculations and the TRB now includes the effect of this increase. Similarly, the 4% contribution now payable to General Fund on all Water Fund capital works (estimated at a surcharge of \$1.618m over the 10 year planning horizon) has now also been included. These represent significant pressure points on the pricing end product.

- Non-Revenue Water (NRW)

NRW is the amount of water of the total supplied in any given year that is lost from revenue or is otherwise not charged. The generally accepted target benchmark for Local Water Utilities (LWUs) is 10% and is typically taken into account for water lost to mains breaks, routine flushing, firefighting and ineffective meters. For QPRC more specifically, NRW would also include write-offs granted as part of its undetected leak policy as well as any donations made as a result of its drought tap initiative. For the 2017/2018 the reported NRW across all of QPRC's water enterprises was just over 16%. The revenue forgone as a result of NRW has been factored into the new tariff model.

- Future Running Costs

Traditionally the Bungendore scheme has raw water supplies (alluvium) that only required minimal treatment and pumping. Supplies post this situation (the Currandooly and future Fractured Rock systems) require a higher commitment in these areas. The expected costs associated with this have been factored into the model.

Attachment 1 to this report presents the expected table of capital works as it relates to water supply over the next ten years. This is the same model that has been used in the preparation of the Development Serving Plans.

Attachment 2 presents a detailed summary of the inputs and outputs to the water supply model. Note that the model identifies the need to increase the TRB in two stages. Firstly to \$1,060 (2019/2020 dollars) from 2021/2022 to 2023/2024 (as discussed above) and then further to \$1,160 (2019/2020 dollars) from 2024/2025 and beyond. This step is required as a result of the staged borrowing proposed. Both of these key changes are reflected in the recommendation to Council above.

9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes (Ref: ; Author: Hansen/Cunningham) (Continued)

Sewerage

General

Table 3 below shows the residential and non-residential charges for 2019/2020 and 2020/2021 (proposed) according to the existing charging regime.

Table 3 – Current 2019/2020 and proposed 2020/2021 Sewerage Tariffs

Tariff Elements	2019/2020	2020/2021
Annual residential sewerage charge	\$1,074	\$1,102
For Non-residential Customers:		
Annual access charge (20mm)	\$1,230	\$1,262
Sewerage usage charge (\$/kL)	\$2.12	\$2.95

Whilst water usage data is not routinely used in billing for residential sewerage, it is an input for calibration of the model as it is for non-residential assessments. Accordingly, the same period of historical data as that used for the water model above (2017/2018 to 2019/2020) was used for the purposes of calibration. In addition to this, the same 10% reduction was applied in line with the water model for the reasons discussed above.

Non-residential sewerage charges are applied according to a two-part tariff (access charge and usage charge), not unlike the system for water supply. The main difference though is the application of a sewage discharge factor (SDF) which is applied as follows:

The non-residential sewerage charge is the maximum of:

- (i) Annual residential sewerage charge; and
- (ii) Sewerage discharge factor x $[(\text{Annual access charge } (\$) \times (D/20)^2) + \{\text{Water consumption in kL} \times \text{Sewerage usage charge } (\$)\}]$,
Where D is the size the customer water meter in mm

SDFs are based on an industry type assessment of the business and reflect the likely proportion of water usage that would be discharged into the sewer. By way of example, nursery's typically have a much lower SDF than say a hotel. Table 1 of appendix G of the Liquid Trade Waste Guidelines (April 2009) provides additional information on SDFs on a business basis.

In setting up the model, a review of all current non-residential assessments and their SDFs was undertaken and included as an input.

New Model

The financial model forecast demonstrated that for 2021/2022, the sewerage tariff structure needs to be set to raise a total revenue of \$3.35 million (excluding pensioner rebates). This represents a slight real increase in revenue of 0.9% compared to the estimated revenue of \$3.24 million based on the tariff structure for 2020/2021.

The sewerage tariff options to achieve the required customer billing revenue forecast by the sewer fund financial model are presented in Table 4 below. Three sewerage tariff options

9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes (Ref: ; Author: Hansen/Cunningham) (Continued)

have been developed on the basis of the following tariff considerations for non-residential customers:

- (i) Maintaining the 2020/2021 access charge but with increased usage charge;
- (ii) Maintaining the 2020/2021 usage charge but with increased access charge;
- (iii) Adjusting both the access and usage charge.

Table 4 – 2021/2022 Sewerage Tariff Options

Tariff Elements	Tariff for 2019/20 (Current)	Tariff for 2020/21 (Proposed)	Tariff Options for 2021/22		
			Option 1	Option 2	Option 3
Residential Sewerage Charges (\$/year):	1,074	1,102	1,130	1,137	1,133
Vacant Residential Sewerage Charge (\$/year)	1,074	1,102	1,130	1,137	1,133
Vacant Non-residential Sewerage Charge (\$/year)	1,230	1,102	1,130	1,137	1,133
Non-Residential Sewerage Charge:					
Access Charge 20mm size connection (\$/year)	1,230	1,262	1,262	1,340	1,304
Usage charge (\$/kL)	2.88	2.95	3.38	2.95	3.14
Estimated Annual Total Revenue (\$)	2,982,367	3,236,942	3,345,638	3,341,426	3,340,552
% of residential revenue in total revenue	81.37%	82.33%	84.63%	85.23%	84.96%

NB: An estimated pensioner's rebate subsidy of approximately \$12,000 per year will be in addition to the customer generated revenue shown above.

The above options do not propose any change to the residential sewerage rate from that currently in place. The model indicates that this can remain at its current rate (subject to annual CPI adjustment) for the duration of the planning period.

The decision relates to what to do in relation to the non-residential tariff structure. Whilst any option is essentially available here, option three is recommended in light of its sharing of the increased burden between the two tariff elements.

Attachment 3 to this report presents the expected capital works as it relates to sewerage over the next 10 years. This is the same model that has been used in the preparation of the Development Servicing Plans.

Attachment 4 presents a detailed summary of the inputs and outputs to the sewerage model.

Implications

Legal

The levying of charges for water supply and sewerage services is permitted under sections 501 and 502 of the *Local Government Act 1993*.

Policy

These new pricing policies form an important adjunct to the IWCM and further progress Council toward the aim of gaining and maintaining Best Practice Management status for its water and sewerage enterprises.

Asset

The recommended models sustainably funds the acquisition, operation and maintenance of Council's Water and Sewerage assets.

9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes (Ref: ; Author: Hansen/Cunningham) (Continued)

Strategic

Integrates with Council's adopted IWCM plan and the Development Servicing Plans.

Engagement

The proposed timing for implementation allows for consultation over 28 days, as part of the 2021/2022 draft Operational Plan and Revenue Policy consultation process.

Financial

The proposals represent the first opportunity in about ten years to properly review the charging structures for these services particularly in the light of both the new capital works programs and the increased operational attribution costs. The financial sustainability of these schemes, particularly the Water Fund, is dependent on the adoption of these revised strategies.

Conclusion

The development of this new water and sewerage pricing model represents a significant milestone in the strategic planning of the Palerang Communities Water and Sewerage schemes that commenced with the IWCM process in 2015. Council now has a more complete picture of the future capital and operational requirements of these schemes. Together with the new Development Servicing Plans (DSPs), the financial sustainability of these schemes should be better secured after the adoption of these new pricing arrangements.

In terms of water, a net 17.8% increase in revenues is required from 2021/2022. The model recommends an increase in the TRB from the current \$980 per assessment to \$1,060 per assessment (2019/2020\$) from the 2021/2022 financial year until the 2023/2024 financial year. It further recommends a second increase to \$1,160 per assessment (2019/2020\$) from 2024/2025 onward.

In tariff terms for the commencement of these new arrangements in 2021/2022 the expected residential access and usage charges are as follows (2021/2022\$):

- Access \$556 per assessment
- Usage \$3.72 per kilolitre

The usual access charge adjustment arrangements based on the residential figure above would apply to non-residential assessments in line with accepted best practice arrangements.





For sewer, a more modest 0.9% increase in real revenues is proposed to be sourced from non-residential charges. The existing residential sewerage access charge will remain as it currently is at \$1,074 (2019/2020\$), subject to annual CPI adjustments.

The expected residential and non-residential charge/tariff structure is as follows (2021/2022\$):

- Residential access \$1,133 per assessment
- Non Residential access \$1,304 per assessment
- Non Residential usage \$3.14 per kilolitre

9.4 New Tariff Structure for the Palerang Communities Water and Sewerage Schemes (Ref: ; Author: Hansen/Cunningham) (Continued)

Attachments

- Attachment 1  Palerang Communities Water Supply 10 year Capital Works Plan (*Under Separate Cover*)
- Attachment 2  Palerang Communities Water Supply Model Input/Output Summary (*Under Separate Cover*)
- Attachment 3  Palerang Communities Sewerage 10 year Capital Works Plan (*Under Separate Cover*)
- Attachment 4  Palerang Communities Sewerage Model Input/Output Summary (*Under Separate Cover*)

9.5 Asset Management Strategy (Ref: ; Author: Tooth/Grant)

File Reference: 36.2.2

Summary

Council is required to have an Asset Management Strategy documenting how community infrastructure will be best managed to meet community requirements.

A draft Strategy was prepared and placed on QPRC's Your Voice community engagement hub for a period of 28 days ending on 6 April 2021. Over this period, the site received 86 visits and the document downloaded a total of 39 times.

Only two comments were received during the exhibition period - the document has been updated to incorporate the comments as determined appropriate. No major changes were suggested or objections raised as to the overall strategy proposed for managing community infrastructure.

Recommendation

That Council:

- 1. Endorse the Asset Management Strategy.**
 - 2. Publish the Strategy on the website.**
-

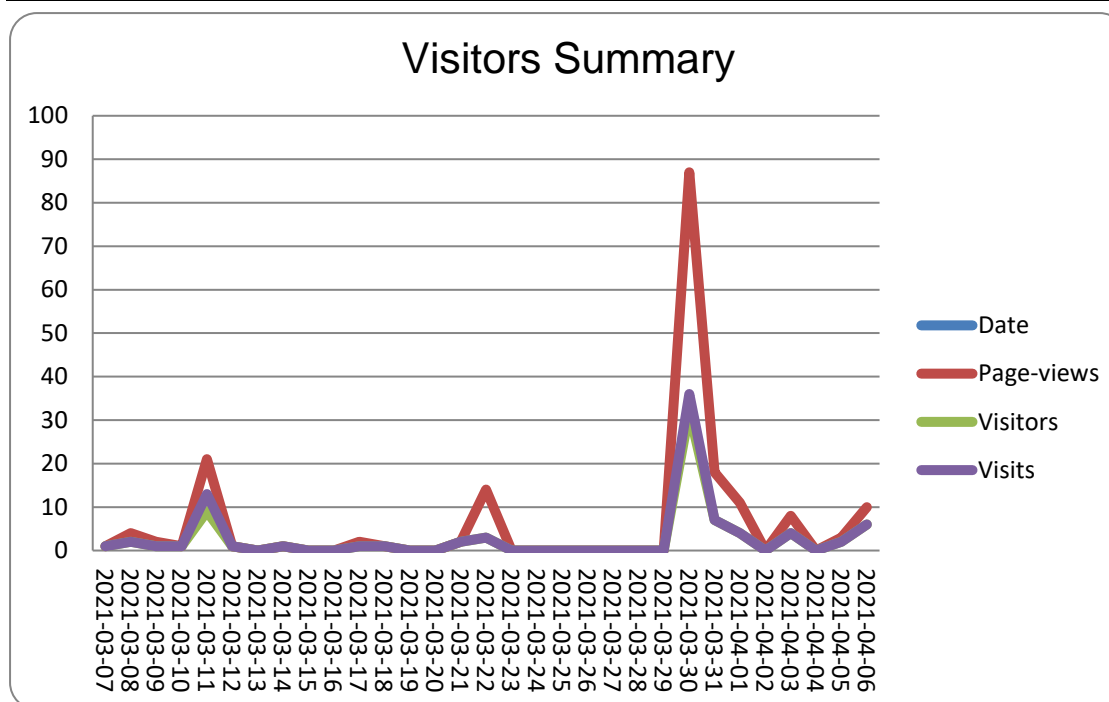
Background

Council agreed to proceed to consultation on the Draft Asset Management Strategy at the 24 February 2021 meeting.

This report is to advise Council of comments received during the consultation period and to provide indication of how these comments have impacted the finalisation of the Asset Management Strategy.

A summary of visits to the Draft Asset Management Strategy during the consultation period is shown in the following graph.

9.5 Asset Management Strategy (Ref: ; Author: Tooth/Grant) (Continued)



Only two written responses were received of which one respondent indicating agreement “The Draft Asset Management Strategy looks great”.

The second respondent made some minor suggestions mainly around technical representation of the data. Some of these representational issues have been resolved and incorporated in the finalised document.

Implications

Strategic

The summary below outlines Council’s ambitions in managing its assets:

Customer	<ul style="list-style-type: none"> i. Provide, present and maintain assets to a level that achieves broad community satisfaction (>3.25/5 ranking in biennial satisfaction surveys) ii. Acceptable levels of service is supported by assets (as disclosed in service statements)
Growth	<ul style="list-style-type: none"> i. Design and extend the capacity of assets and connectivity of transport and utility networks in line with population growth forecasts ii. Leverage the presence and capacity of assets to stimulate business investment, visitor activity and economic returns iii. Utilise planning instruments and agreements to optimise connectivity to networks and capacity of infrastructure and facilities delivered through new developments iv. Extend or upgrade assets (such as seal/extend seal on roads) when: <ul style="list-style-type: none"> a. Assets are designed and constructed to standard for planned loads b. > 50% funded by held contributions or conditioned by current DA, and c. balance met by SRV or grant
Standards	<ul style="list-style-type: none"> i. Apply international asset and risk standards (ISO55000 and ISO31000) to decision making and priority settings for management, maintenance, renewal and upgrade of assets ii. Build organisation asset skill and technology capability from ‘Basic’ to ‘Advanced’ maturity assessments in medium term iii. Retain health, safety, environment and quality (HSEQ) standards to sustain contracts with

9.5 Asset Management Strategy (Ref: ; Author: Tooth/Grant) (Continued)

	<p>government and private works</p> <p>iv. Calibrate asset ratios (maintenance, renewal, backlog) in line with the Financial Strategy</p>
Financial	<p>i. Align asset maintenance and renewal spend to the rate of depreciation (generally expending 1% of the asset base value on annual average)</p> <p>ii. Establish 'infrastructure sinking fund' used to draw on, or replenish, annualised differences in the value of depreciation and maintenance and renewal spend</p> <p>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</p> <p>iv. Appropriately assign dividends as ROI from utilities assets (QBN water, sewer, waste) to renewal and upgrade of other infrastructure and facilities in Queanbeyan</p> <p>v. Align asset ratio forecasts to financial capacity (expressed in LTFP)</p> <p>vi. Rank decisions to extend, renew or replace assets on best value (in line with asset life cycle, cost of finance and organisation capability)</p> <p>vii. Resource cadet, apprentice and trainee staffing to augment asset management and operational capability, and mitigate loss of expertise through retirement and competition</p> <p>viii. Establish pricing strategies for asset patronage and usage, including price setting for behaviour management (to align to Pricing Policy)</p> <p>ix. Work with CRJO to introduce procurement strategies to obtain best value supply and service contracts</p>
Risk	<p>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</p> <p>ii. Rank decisions on investment or disposal of assets on the risk posed to health, business or the environment</p>
Priority Setting	<p>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</p> <p>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</p> <p>iii. Renewal and investment in assets is financially and environmentally sustainable, and focussed on safety and prosperity for the LGA</p> <p>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</p>

Integrated Plan

As part of the NSW Integrated Planning and Reporting requirements, QPRC is required to have an Asset Management Strategy in place. The Asset Management Strategy informs QPRC's Resourcing Strategy which then informs the Community Strategic Plan. The relevant actions will guide the Operational Plan and revisions of the next round of asset management plans.

The Asset Strategy is required to be updated as a minimum every four years.

9.5 Asset Management Strategy (Ref: ; Author: Tooth/Grant) (Continued)

Conclusion

The Asset Management Strategy was released for public consultation on QPRC's Your Voice community engagement hub. The comments provided did not alter the Strategy or suggest QPRC should have an alternative approach to managing community infrastructure assets into the future.

Attachments

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



9.6 Burra S Bends Construction Budget (Ref: ; Author: Tooth/Cooke)

File Reference: 31.1.1

Summary

The Burra S Bends project included the reconstruction and realignment of 1.7km of Burra Road between Little Burra Road and London Bridge Road. The project commenced construction in May 2020 and is now nearing completion. The project was estimated to take 6 months to complete, with a budgeted expenditure of \$2.4M. Expenditure on the project has exceeded the original estimates.

The revised project budget required to complete the project has increased by \$1.4M. Whilst there are several factors for the cost overruns, the main reason is the delays and rework required on the project due to significant rainfall delays experienced during construction.

Recommendation

That Council allocate additional funding from the nominated capital projects and reserve funds to complete the Burra S Bends project.

Background

The original project estimate to reconstruct the Burra S Bends was \$2.4M with an approximate 6-month construction window. The actual construction duration has been 11 months with extremely high rainfall experienced at the site. The rainfall has caused significant delay, damage and rework throughout the project. The site has received over 750mm of rain through construction with an impact of 65 workdays. Direct expenditure of almost \$500k related to the wet weather far exceeded the contingency allowed for those events.

Additional project costs also incurred related to unsuitable material, ground water springs and unidentified latent conditions, with the subsequent engineering treatments totalling almost \$700k.

Other costs that have also increased the Project expenditure are:

- Road Reserve - Land/Legal costs - \$120,000
- Internal Capital charges - \$130,000

Whilst a contingency is included on projects for unknown works, changes in design and wet weather, that allowance is far less than costs incurred during this particular project.

Implications

Asset

This Project includes the realignment of 1.7km section of Burra Road between Little Burra Road and London Bridge Road. The works include 2 x 3.25 metre lanes with 1.0 metre sealed shoulders. This project has greatly improved the horizontal and vertical alignment of the existing road, significantly improving the overall safety of this section of road.

Feedback from the community has been very positive to the asset standard and improved level of service.

9.6 Burra S Bends Construction Budget (Ref: ; Author: Tooth/Cooke) (Continued)***Financial***

Additional funding is required to cover increased expenditure on this project. The proposed sources of funding are either reserves retained for infrastructure projects or unexpended funds from this year's capital program that will not be carried forward due to extensive natural disasters preventing those works. The following table indicates the proposed funding sources.

Program Code	Expense Type	Funding source	Amount
31.1.1	Capital	Infrastructure Replacement - Palerang – RAS 35459	\$123,371
		Carryover Works – Palerang – RAS 35457	\$483,072
		Pavement Upgrading Burra – RAS 35705	\$60,607
		State Road Surplus – RAS 35422	\$332,950
		Unspent 2020/21 Gravel Resheeting Budget	\$400,000
		Total	\$1,400,000

The 2020/21 Gravel Resheeting budget will not be spent this financial year due to the 3x flood events and ongoing repair works that has seen all of Council resources tied up. Gravel resheets will still occur on the proposed roads noting the extensive damage they have received. Council has been assigned \$8,695,152 through the Disaster Recovery Funding Arrangements (DRFA) for gravel resheeting on roads that have been affected by the flooding. These funds must be expended over the next 15 to 27 months.

Conclusion

The Burra S Bends project has been delayed by approximately 3 months and has cost an additional \$1.4m from initial estimates. Project increases are related to high rainfall and subsequent rework experienced at the site during the construction period.

Attachments

Nil

9.7 Draft Operational Plan, Revenue Policy and Fees and Charges 2021-22 (Ref: ;
Author: Tegart/Tozer)

File Reference: 51.1.1-01 **Summary**

Council's draft Operational Plan, Revenue Policy and Fees and Charges for 2021-22 have been drafted over the past few months. A workshop was held with councillors on 14 April to provide an overview of the key features of the documents and is now presented to Council, prior to being placed on public exhibition.

The documents are required to be adopted by Council by 30 June 2021.

Recommendation

That Council:

1. **Endorse the draft Operational Plan, Revenue Policy and Fees and Charges for public exhibition.**
 2. **Consider adjustments to the draft budget as shown in the report.**
-

Background

NSW councils are required to prepare a suite of Integrated Planning documents. This suite is headed by the 10-year Community Strategic Plan (CSP), which is generally referred to as the community's aspirational document which sets the high level priorities for Council to focus on.

The CSP was adopted in September 2017 and formed the basis for Council's three-year Delivery Program 2018-21. The Delivery Program 2018-21 was adopted in June 2018. Informing the organisation's capacity and capability to deliver the projects, programs and services outlined in the Delivery Program that Council will undertake during its term in office, is the Resourcing Strategy, which comprises the Long Term Financial Plan (LTFP), Workforce Strategy, Asset Strategy, Risk Strategy and ICT Strategy.

Each financial year, Council is required to develop an Operational Plan, which is effectively a more detailed one-year sub-plan of the Delivery Program. The Operational Plan includes the detailed budget for the upcoming financial year, including cost of services and capital works program. The Revenue Policy and Fees and Charges complement the Operational Plan. Councillors were presented with the key features of the Operational Plan, Revenue Policy and Fees and Charges at a workshop in early April. The draft documents are now presented for Council prior to the public exhibition period being undertaken.

As highlighted above, the adopted Delivery Program expires on 30 June 2021 and was due to be replaced with a new Delivery Program from 1 July 2021. However, due to the postponement of the local government election due to COVID-19, NSW councils are developing a standalone Operational Plan for 2021-22. However, the Operational Plan will still align with the CSP and be consistent with the approach of the Delivery Program.

Draft Operational Plan 2021-22

The draft Operational Plan includes a detailed budget and capital works program for the upcoming financial year.

9.7 Draft Operational Plan, Revenue Policy and Fees and Charges 2021-22 (Ref: ; Author: Tegart/Tozer) (Continued)

Council's consolidated operating budget surplus of \$428,000 in 2021-22 is an improvement on the long term financial plan for 2021-22. However the General Fund budget has fallen from a forecast operating deficit of \$3.2 million, to a budget operating deficit of \$6.5 million including losses of around \$2m as a consequence of COVID. Whilst Council has recognised \$1.7 million budget savings through organisational structural improvements between 2020 and 2021, overall the costs of operating Council's services and infrastructure has increased in real terms beyond the annual value of the rate peg. The capital works program is fully funded through a combination of capital grants, developers contributions, new loans and reserve funds.

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

The 2021-22 draft Operational Plan flags the possibility of the newly elected Council applying for a special rate variation (SRV) from 1 July 2022 to fund an Environmental Levy. At this stage, Council is merely advising the community that a SRV will be considered following the election in September 2021. If the new Council resolves to proceed with a levy, further community engagement will occur prior to an application being submitted to the NSW Independent Pricing and Regulatory Tribunal in February 2022.

While the Water, Sewer and Waste Funds are sustainable, the General Fund continues to bear the brunt of external cost increases greater than the ability of Council to raise its own general purpose revenues (above the rate peg). For example, the \$795k increase in general rate total income is dwarfed by the increases in expenditure set by external influences, while depreciation expense generated by new assets has grown \$2.25m:

- local government award increase \$1.022m
- emergency services contribution to government \$0.435m
- insurances \$0.160m
- utilities \$0.500m

Staff proposed the following adjustments to the draft budget at a workshop in April as 'budget surgery' to mitigate the General Fund deficit above that forecast in the LTFFP in the short term. These budget reductions would not be sustainable measures in the longer term as they reduce the rate of asset renewal, but can be taken as a one-off adjustment without affecting long term asset ratios. Longer term strategies will take time to plan and will include a prioritisation of services and consideration of an infrastructure special rate variation from July 2023.

These budget adjustments have not been made to the current draft budget, however are presented for Council's consideration as discussed at the workshop.

Project	Expense Type	Description	Amount (\$,000)
100966, 100698	Capital	Queanbeyan Aquatic Centre capital enhancement	\$ 115

9.7 Draft Operational Plan, Revenue Policy and Fees and Charges 2021-22 (Ref: ; Author: Tegart/Tozer) (Continued)

104089	Capital	Smart City Working Group projects	\$	30
100359	Capital	Security Project – Access Control and key replacement	\$	147
104064, 104065, 104077	Capital	Community halls property refurb / renewal	\$	115
104295	Capital	Captains Flat Pool major leak rectification	\$	200
104300	Capital	Bungendore Depot security gates install	\$	100
104504, 104505, 104509, 104510, 104511	Capital	Footpath extensions, Queanbeyan and Bungendore	\$	215
101002	Capital	Local Roads Renewal, including gravel resheeting (noting the expanded works funded by DRFA)	\$	700
3180	Operational	Donations Program	\$	60
1020	Operational	Community Donations including rate relief	\$	141
3020	Operational	Cultural Arts Assistance Scheme	\$	25
5445	Operational	Sports Assistance	\$	7
100922, 100923	Operational	Events Sponsorship Schemes Category one and two	\$	185
Total			\$	2,040

Draft Fees and Charges 2021-22

Staff continue to review fees and charges that apply to services and facilities to ensure the ideal mix of rates funding and user funding is contributing to the operational of the service or facility. In line with this, some of the fees and charges have increased beyond the standard 4%, and some have been reduced or remained at par, noting statutory fees set by Government have changed little.

9.7 Draft Operational Plan, Revenue Policy and Fees and Charges 2021-22 (Ref: ; Author: Tegart/Tozer) (Continued)

Family Day Care fees

In 2020-21, staff proposed the introduction of a fee to cover the costs associated with electronic timesheets for Family Day Care educators. Following the exhibition, Council resolved not to charge the fee in 2020-21. Staff are recommending the inclusion of the fee in the draft Fees and Charges.

Electronic timesheets were introduced in 2019 to deliver efficiencies for the service and achieve legislative changes imposed by the Department of Education, Skills and Employment.

The cost of using the software was \$3.30 per educator, per week. Council absorbed the cost of the change in 2019-20, however staff attempted to recover these fees in 2020-21. By removing the fees from the 2020-21 Fees and Charges, the Family Day Care budget was impacted by around \$5,000.

The fee charged to Council for using the system increased from \$3.30 per educator, per week to \$4.70 per educator, per week from 5 April 2021. Based on the 26 educators currently using the service, this equates to a cost of \$6,354.50 for the 2021-22 financial year.

The impact of the fee per educator is \$244 per year. If educators were to pass this on to parents, it would equate to a 0.04c increase, and would be a tax deduction for educators.

Should Council include the fee in the 2021-22 Fees and Charges, staff would use the income to develop an online enrolment module within the current software to deliver efficiencies for the enrolment of a child.

Draft Revenue Policy 2021-22

Rates notices in July 2021 and other billing will be affected by these main factors:

1. Council's total rates income for the year will be increased by the rates peg of 2.0%. The rates peg is not the amount that each individual rates assessment can increase, but the increase in the total rates income that Council receives.
2. Introduction of \$25 annual charge for stormwater in Bungendore and Braidwood – to fund the expansion and upgrade of stormwater networks in line with plans
3. Increase annual charge for stormwater from \$20 to \$25 in Queanbeyan – to fund the expansion and upgrade of stormwater networks
4. Adoption of the new pricing structure for the Palerang Communities Water and Sewerage Schemes (see separate report) that:
 - Increases the residential water access charge to \$556.
 - Increases the water usage charge to \$3.72 per kilolitre.
 - Increases the residential sewerage charge to \$1,133
5. Increase the annual charge for existing users of the Queanbeyan Sewerage Scheme by 10% over 5 years (or 2% each year) plus the annual indexation – for the upgrade and expansion of the Queanbeyan Sewerage Treatment Plant
6. Harmonisation of Waste Management Charges, with a phased implementation over 3 years from 2021-22 (see separate report)
7. All other annual charges will be increased by 2.0%.

Discretionary user fees and charges will be increased by a base level of 4%. Several new fees are introduced further to legislation. The Policy reflects the timing of proposed SRV and advocacy for change in rating structures to Government.

9.7 Draft Operational Plan, Revenue Policy and Fees and Charges 2021-22 (Ref: ; Author: Tegart/Tozer) (Continued)

Implications

Engagement

While COVID-19 measures still need to be adhered to, Council has much more flexibility in its approach to engagement for the draft Operational Plan and Fees and Charges for 2021-22. As such, Council will be reverting to the general process for engagement on these documents, which includes face-to-face community meetings in Queanbeyan, Braidwood and Bungendore.

Meetings will be held on:

- 4 May 2021 – Bungendore
- 11 May 2021 – Braidwood
- 20 May 2021 - Queanbeyan

At these meetings, staff will discuss the key features of the plans (inc Revenue Policy) and seek community feedback. The community will also be able to provide feedback via the regular methods, including yourvoice.qprc.nsw.gov.au, email and writing. The documents will be on public exhibition from Friday 30 April 2021 until Monday 7 June, which is above and beyond the minimum consultation period of 28 days.

The exhibition period will be advertised on social media, in the Mayor's column in various publications, in Council's fortnightly advertisement in the Regional Independent, via media releases, Council's e-newsletter and QPRC News which is delivered to 32,000 mailboxes in the local government area.

Following the engagement period, a workshop will be held with councillors on 9 June (after Planning and Strategy Committee meeting) to consider submissions and staff responses. A report will be presented to Council on 23 June for Council to formally consider the submissions and to adopt the plans.

Prior to the finalisation of the draft budget, the Braidwood Community Association undertook a survey of residents to determine local priorities for the year ahead. The BCA submitted the proposal to staff and councillors. Council's responses to the five recommendations from the BCA are shown below:

Issue	Staff response
Incomplete projects to be carried over	To be addressed in carryover report in August, but intend to carry all over projects
Resources to complete projects	Noted - resources prioritised to disaster recovery
Drought-proofing Braidwood's water supply	PWA assisting with review of water security. Staff reviewing first stage of review –to be report to Council when complete. Will focus on fixing leaks, location not yet verified.
Additional paths in 21-22 Operational Plan	Draft capital works program includes \$198k for footpath Wallace-Servicemen's Club, \$125k Duncan to Wallace St and Monkittee Sts and \$35k Elrington, between Wilson and Duncan St (subject to considerations above)

9.7 Draft Operational Plan, Revenue Policy and Fees and Charges 2021-22 (Ref: ; Author: Tegart/Tozer) (Continued)

Issue	Staff response
Secure a grant for 25m pool and project added to Operational Plan	Not included at this stage as no grant funding opportunities available and focus is on completing changerooms project. The current upgrades will extend life of existing 18m pool beyond 50 years.
Add Skate Park to 21-22 Operational Plan	Not included at this stage however staff will seek grant funding as it becomes available.

Conclusion

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

Attachments

Attachment 1  Draft Fees and Charges 2021-22 (*Under Separate Cover*)

Attachment 2  Draft Revenue Policy 2021-22 (*Under Separate Cover*)

Attachment 3  Draft Operational Plan 2021-22 (*Under Separate Cover*)

File Reference: 43.2.1-14

Summary

The NSW Independent Pricing and Regulatory Tribunal (IPART) has released an issues paper proposing to review the rate peg to include population growth. Submissions are invited by 3 May 2021.

Recommendation

That Council endorse the submission to IPART on the review of the rate peg in the terms outlined in this report.

Background

Council has recently led advocacy and submissions to Government on the emergency services levy, property tax reform, infrastructure contributions and now the review of the rate peg, in conjunction with Regional Cities NSW and CRJO. It is proposed Council again assist submissions from those organisations.

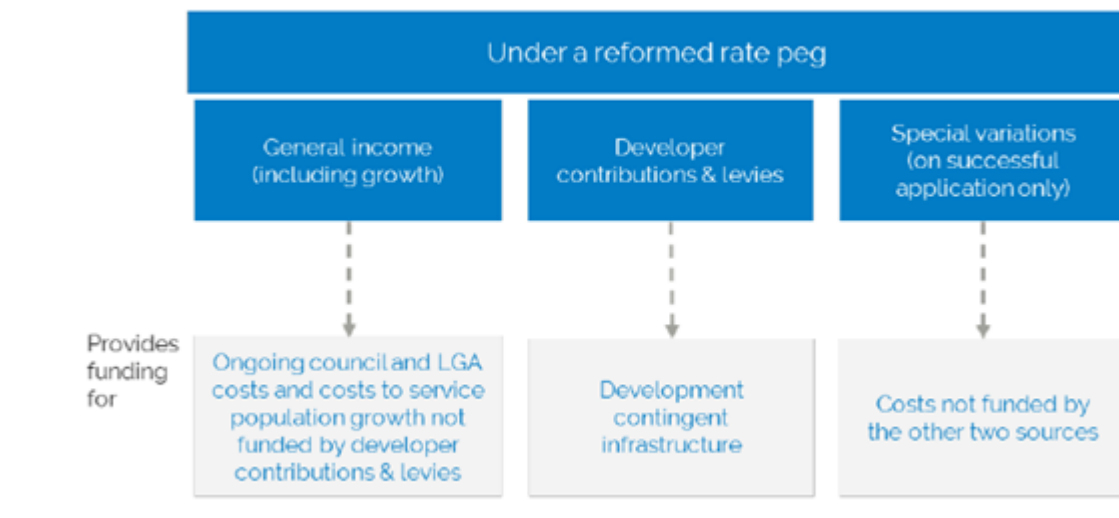
In this latest review, the Government indicates an intention to form a rate peg methodology that allows the general rate income of councils to be varied annually in a way that accounts for population growth. The Issues Paper is attached. This report covers the issues and opportunities sought to be considered by IPART. The 12 specific questions from the Paper will be separately addressed in the submission.

Implications

Legal

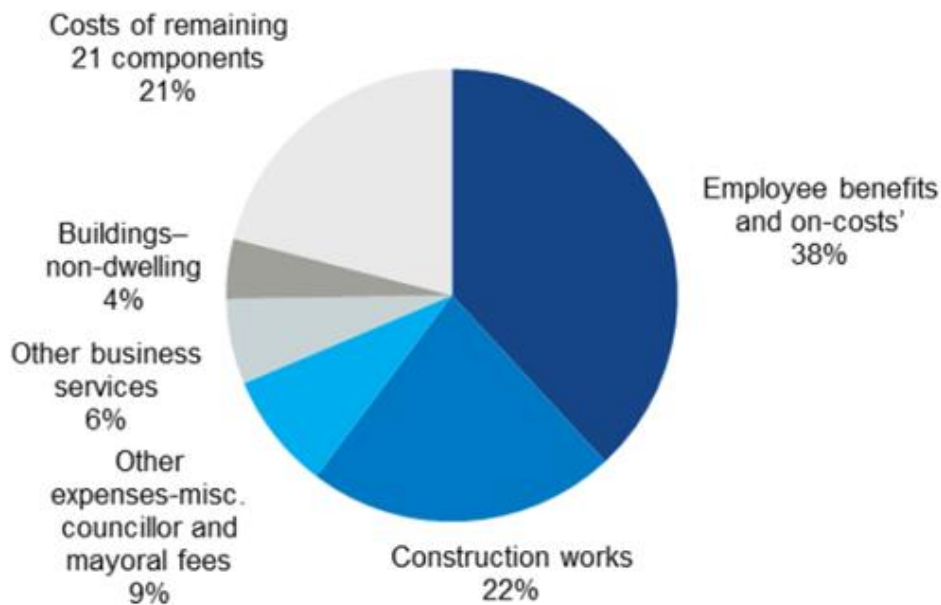
NSW councils raise general rates as a tax on property unimproved land values and require the approval of IPART to vary the general income above the annual rate peg. Councils can raise revenue to service the costs associated with population growth through developer contributions and special variations. The rate peg reform would account for population growth:

Figure 2 Council revenue sources under a reformed rate peg



Policy

The rate peg is determined by measuring changes in IPART’s Local Government Cost Index (LGCI), taking the following into account:



Councils can also receive additional income from growth through the ‘supplementary valuation’ process - from newly subdivided and registered properties.

Issues - Asset

This section alerts IPART to the issues facing local government around infrastructure and population growth and impacts on services and funding.

9.8 IPART Rate Peg Review (Ref: ; Author: Tegart/Tegart) (Continued)

Infrastructure Growth

- i. many councils have been the recipients of grants for new or upgraded community assets, noting much has been introduced through infrastructure stimulus by Governments, and most of which were not contemplated in the respective asset management plans (AMP) or financial plans. As a result, the life-cycle maintenance and depreciation expense related to those assets have negatively impacted the operating result and balance sheet of the local councils
- ii. newly constructed and gifted assets subsequent to new developments (particularly linked to an LPA), create a similar legacy in terms of AMPs and financial statements
- iii. some councils under-collect infrastructure contributions as they strive to generate economic activity; are subject to the contribution cap (< \$20k in regional NSW); and must capital fund the balance of works contemplated in s7.11 plans
- iv. regional cities tend to construct infrastructure to a higher scale and provide services for the broader regional population – with it bringing higher loads and costs to service. Indeed, regional city LGAs therefore support the populations and infrastructure expectations of nearby smaller settlements
- v. the accumulation of s7.11 contributions to the point they are sufficient to undertake the works outlined in contributions plans, are often eroded by cost escalations greater than the indices (CPI) afforded by those plans
- vi. with deteriorating operating results, some councils may then be unable to borrow to renew or replace other assets; or borrow to raise capital to match grants or co-fund developments
- vii. as a consequence, the value and collection of infrastructure contributions lag growth, are subject to cost escalation, and prompt decisions by councils to defer works; then ultimately, population demand outstrips infrastructure capacity

Property Growth

- i. the general rates yield from new developments (ie through supplementary valuations) may not cover scheduled maintenance, repair and renewal (MRR) costs of new assets, nor adequately contribute to the maintenance of existing infrastructure assets
 - a. for example, a new masterplanned suburb constructs and dedicates to council around \$20m new assets each year
 - b. averaging 400 lots per year, and yielding around \$500k in supplementary rates, that growth covers annual depreciation expense (ie the annualised renewal costs/year) of those new assets, but falls short of higher operational/servicing costs (eg cleaning amenities, mowing parks and grounds etc), and makes little contribution to existing assets or services

Social / CulturalPopulation Growth:

9.8 IPART Rate Peg Review (Ref: ; Author: Tegart/Tegart) (Continued)

- i. government (DPIE) forecasting uses lag indicators, primarily used to flatten planning horizons for new or expanded public infrastructure and services such as health, education, police and the like
- ii. population forecasting captures capital city and nett interstate migration, but seems unable to capture intrastate or metro to region movements
- iii. forecasting is not nimble enough to capture out-of-sequence population surges such as intrastate relocation from metro to regional areas, due to COVID for example – particularly into regional cities
- iv. councils staffing FTE should rise proportionately with increase in assets to be maintained, and services delivered through those assets to provide for population growth. For example
 - a. QPRC maintains a 7.5FTE/1000 resident staffing ratio
 - b. Infrastructure asset growth forecast is ~5%; population growth forecast is ~10% in 5 years
 - c. staffing should rise 35FTE at \$3.5m, and new asset depreciation will rise \$2m, yet new property rates yield \$2.5m over that 5 year period

It is suggested IPART utilise lead rather than lag indicators for annual population growth forecasts. Most councils utilise ID Profiler, which includes population forecasting and economic modelling, as well as local data available to councils may include occupation certificates (OC), change in sewage effluent, change in kerbside waste collections, change in AADT at key arterials. For example new residential OC's multiplied by respective household structure (eg 2.75) as an early indicator of population growth.

DPIE forecasts QPRC population growth at 0.5% pa (2016-2041), while ID Profiler sets growth at 1.53%pa (equivalent to 390 new dwellings). Yet annual dwellings growth is currently averaging around 500pa. With NSW growth at 1.1%, QPRC would not qualify for the proposed population rate peg.

Similarly it is suggested Government establish intrastate migration metrics, including metro to regions, not rely just on nett interstate migration; and consider zones/bands of growth based on like cohorts (metro, coastal, regional city, region, rural, far west); or geography (perhaps DPIE planning regions, FERS or joint organisations). The annual estimates may then be recalibrated to the annual LGA population statistics with 5 yearly ABS census.

Financial

This section alerts IPART to the opportunities to reframe funding models around infrastructure and population growth to manage growth in services.

In line with other submissions and Council's own financial strategies, it is suggested the following will assist Financial Growth for NSW local government:

- i. retain rate peg as minimum for councils with zero or negative growth
- ii. add population growth or asset growth indices as margin above rate peg to all LGA
- iii. utilise annual population growth indices per zone as margin above rate peg, or
 - a. consider growth in depreciation (as % general rates yield) as consequence of new infrastructure as a proxy for growth, and

9.8 IPART Rate Peg Review (Ref: ; Author: Tegart/Tegart) (Continued)

- b. consider 5-yearly % change in asset values due to revaluations (which reflect uplift in unit costs of replacement of existing assets), as a recalibration of costs growth for local government, rather than CPI
- iv. adjust rate peg at Year 6, should ABS census result not reflect annual forecasts
- v. pool s7.11 and s7.12 contributions held in plans for greater than 5 years or the subject of complete/inactive developments, and allow their expenditure in similar catchments on renewal of existing infrastructure, drawn from existing AMPs and Delivery Program
- vi. enable a (non-SRV) infrastructure levy to be established by councils to
 - a. co-fund capex and debt with grants and/or contributions
 - b. service debt by the infrastructure levy
 - c. facilitate intergenerational equity and smoothing of capex
- vii. encourage councils to establish an environment and infrastructure SRV, published and ring-fenced to support planned catchment, climate and infrastructure programs and projects impacted by population growth
- viii. consider option for regional levy/ies for seed or co-funding
 - a. may be Joint Organisation-based
 - b. planning, collaboration and joint funding with NSW Local Land Services, Transport for NSW, or Water NSW
- ix. establish ULV-based emergency service tax as part of NSW property tax reform
 - a. issue annual tax notice by Revenue NSW, including land tax, duty tax
 - b. discontinue annual contribution from local councils (currently a hidden tax)
 - i. provides around 4% one-off uplift to many council's general rate yield, and removes risk of contribution exceeding rate peg
 - c. transfer emergency service assets from councils to Government
 - i. removes MRR and depreciation expense from operating results

Council's 'narrow the gap' principle will also be suggested to IPART involving:

- i. infrastructure MRR and relevant debt progressively matched to ad valorem rates, annual charges and related grants (including proposed infrastructure special rate aligned to growth) - or asset standards and levels of service modified accordingly
 - a. SRV may be applied to ad valorem component to reflect funding required for MRR of infrastructure, or servicing of debt for infrastructure
- ii. base rates, grants (incl FAG) and fees progressively matched to CSO and services - or levels of service and seed-funding grant programs modified accordingly

9.8 IPART Rate Peg Review (Ref: ; Author: Tegart/Tegart) (Continued)

- a. SRV may be applied to base rate component to reflect funding required to meet or improve levels of service or facility operating nett costs
- b. may be set at rating sub-category to differentiate levels of service between localities
- iii. ring-fenced SRVs introduced to plan, fund and report on contemporary issues (eg growth, climate, environment, different asset standards or levels of service)

It is also suggested an alternative policy setting for rate pegging may include:

- annualised asset growth % to guide the rate peg
- annualised new asset growth or population growth % to guide above-rate peg margin

Conclusion

The Government has requested IPART review the rate peg to incorporate population growth. This submission urges IPART to incorporate a mechanism to recognise either population growth (or asset growth as a proxy) as margin above the rate peg for all councils, regardless of whether the individual LGA rate of population growth is at or above the NSW rate of growth.

DPIE forecasts QPRC population growth at 0.5% pa (2016-2041), while ID Profiler sets growth at 1.53%pa (equivalent to 390 new dwellings). Yet annual dwellings growth is currently averaging around 500pa. With NSW growth at 1.1%, QPRC would not qualify for the proposed population rate peg using DPIE forecasts.

Attachments

Attachment 1 IPART Rate Peg Review Paper (*Under Separate Cover*)



9.9 Procedure for Sale of Land for Unpaid Rates (Ref: ; Author:
Knight/Monaghan)

File Reference: 43.2.1-06

Summary

Council's Debt Recovery Policy includes provision to conduct sale of land for overdue rates and charges – where rates have remained unpaid for in excess of 5 years. Council has not actioned its policy to sell land for overdue rates since 2011-2012 in the pre-merger Councils of both Palerang and Queanbeyan City.

The purpose of this report is to develop a fair and transparent process for land sales, with an annual timetable/plan that provides ratepayers with notice of Council's intention and clear expectations of requirements and timeframes.

Recommendation

That Council:

- 1. Note the process for the regular annual review of outstanding rates debtors aged over 5 years.**
 - 2. Receive a report to the November Council meeting listing rates and charges owed for eligible properties.**
-

Background

Staff are proposing to implement a regular review of outstanding rates debtors aged over 5 years on an annual cycle, and an annual report to Council identifying rates and charges owing for those properties with a proposed action plan.

Every alternate recovery action will be exhausted prior to this process. In many cases, initiating sale procedures results in payment from the ratepayer or mortgage holder.

Implications

Legal

Under Chapter 17, Division 6 of the *Local Government Act 1993*, NSW councils may sell land to recover rates and charges in certain circumstances where the debts have been outstanding for more than five years. Councils should only progress this option as a last resort, particularly where a ratepayer lives on the property and the debt owing is a small amount.

Councils should be guided by sound policies and procedures if taking this action. If a property is sold and the amount received by Council is less than the outstanding rates and charges, then Council should consider the debt paid in full as per Section 719 of the *Local Government Act*.

If the amount received is more than the amount outstanding, the Council will hold the money for persons having estates or interests in the land immediately before the sale according to their respective estates and interests.


**9.9 Procedure for Sale of Land for Unpaid Rates (Ref: ; Author: Knight/Monaghan)
(Continued)**

Section 720 of the *Local Government Act* provides for councils to pay the balance of the purchase money or any part of the balance to or among the persons who are, in its opinion, clearly entitled to it. Receipt by the person of any payment made under this section is an effectual discharge of the council's liability.

Policy

Staff have developed the attached action plan to sell land for overdue rates and charges in accordance with Council's Debt Recovery Policy and section 713 of the *Local Government Act 1993*.

Attachments

Attachment 1  Sale of Land for Unpaid Rates - Annual Timetable (*Under Separate Cover*)

9.10 Investment Report - March 2021 (Ref: ; Author: Monaghan/Drayton)

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 March 2021.

Recommendation

That Council:

1. Note the investment return for March 2021 was \$607,986.
 2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Queanbeyan-Palerang Regional Council's Investment Policy.
 3. Receive the Investment Report for the month of March 2021.
-

Background

Cash and Cash Equivalent Investments

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

Over the last 12 months, Council's portfolio produced an annualised rate of return of 3.34%, outperforming the benchmark Bank Bill Index by 3.23%.

On 31 March 2021, the principal amount invested was \$180,322,615 and the year to date return was \$3,502,118 which is 87.8% of Council's annual budget.

Market Update

The average 30-day BBSW rate for March 2021 was 0.0107%.

The Reserve Bank (RBA) board left the cash rate on hold at 0.10% at its April 2021 policy meeting. Notwithstanding that the RBA's economic forecasts continue to track behind the curve of Australia's economic recovery it maintains that there is no case to think about lifting official interest rates this side of 2024. If the RBA sticks with this interest rate guidance, Australia looks set for an extended period of rapid economic growth led by the housing sector.

Of the total \$180 million investment portfolio, Council holds \$26.9 million in TCorpIM long- and medium-term funds. Both funds produced solid returns in March 2021.

Implications

Legal

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

Certified by Kate Monaghan, Responsible Accounting Officer, 9/4/2021.

9.10 Investment Report - March 2021 (Ref: ; Author: Monaghan/Drayton) (Continued)

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 to improve the unrestricted cash position.

Staff are currently preparing financial reporting formats for the future quarterly budget review that will include a reconciliation of Council's Externally Restricted, Internally Restricted and Unrestricted working funds balances.

Conclusion

On 31 March 2021, the 2020/21 Financial Year investment return amounted to \$3,502,118. The investment returns are added to the associated restricted funds (e.g. development contributions) that form Council's investment portfolio.

The TCorpIM Long-Term Growth and Medium-Term Growth Funds both had solid performances returning \$355,365 and \$145,166 respectively in March 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 - March 2021 (*Under Separate Cover*)



File Reference: HUMAN RESOURCE MANAGEMENT – Policy/Directive Management

Summary

Council's Health Safety Environment and Quality (HSEQ) Policy has been reviewed and updated to:

- recognise Council's compliance with ISO 45001:2018 which supersedes *AS/NZS 4801: 2001*, and
 - reflect a three-year review period to align with the HSEQ certification period.
-

Recommendation

That Council endorse the revised Health Safety Environment and Quality (HSEQ) Policy.

Background

The policy demonstrates a committed, consistent and integrated approach to Health, Safety, Environmental impacts and Quality assurance for continuous improvement at QPRC. The revised policy continues Council compliance with the current Health, Safety, Environment and Quality (HSEQ) laws and regulations, related codes of practice and industry standards.

QPRC will be undertaking re-accreditation for HSEQ certification in May, against the following HSEQ relevant standards:

- *AS/NZS ISO 45001:2018 Occupational Health and Safety Management Systems*
- *AS/NZS ISO 14001:2016 Environmental Management Systems*
- *AS/NZS ISO 9001:2016 Quality Management Systems*

The most recent HSEQ surveillance audit, undertaken in June 2020, identified that Council's Safety Management System is compliant with the requirements of *ISO 45001:2018* which superseded *AS/NZS 4801: 2001 Occupational Health and Safety Management Systems*. The policy now reflects this update.

Conclusion

This policy was first adopted by Council on 25 October 2017 and is due for review before the HSEQ re-certification in late May 2021.

Attachments

Attachment 1 Reviewed - QPRC HSEQ Policy (*Under Separate Cover*)



9.12 PCYC Project Control Group and Draft Lease (Ref: ; Author: Tegart/Richards)

File Reference: 4.1.1

Summary

This report seeks the nomination of one Councillor to participate as part of the Joint Project Control Group that will be set up to discuss issues relating to the establishment of the Queanbeyan PCYC at the Queanbeyan Indoor Sports Centre.

It also provides the Draft Lease and Agreement for Lease of the Sports Centre to the PCYC in preparation for public exhibition, noting that some clarification is still required. These clarifications are highlighted in the attached lease.

Recommendation

That Council:

1. **Nominate one Councillor to be part of the Queanbeyan PCYC Joint Control Group**
2. **Endorse the Indoor Sports Centre agreement and lease and publicly exhibit for 28 days.**

Background

As agreed by Council at its meeting of 27 January 2021, the Memorandum of Understanding between PCYC and QPRC to permit the development and operation of a PCYC in the Queanbeyan Indoor Sports Centre has been signed. The MOU includes the establishment of a Joint Project Control Group to be operational until the PCYC opens. The group will discuss progress of the PCYC establishment and will implement a communications strategy to inform user groups and stakeholders of construction and commissioning timetable.

At the same meeting, Council endorsed the progression to a formal Development Agreement and Lease.

Implications

Legal

The draft lease (attached) has a number of minor matters to be finalised prior to public exhibition.

Asset

Council will continue to maintain the Indoor Sports Centre in terms of general asset maintenance. Operational outgoings and maintenance will be undertaken by PCYC.

Social / Cultural

Queanbeyan PCYC will be able to provide a broad range of programs, including sporting, cultural, community and youth at risk. They will also be able to operate for much longer hours than is operationally feasible for Council. In addition, the PCYC intends to operate programs

**9.12 PCYC Project Control Group and Draft Lease (Ref: ; Author: Tegart/Richards)
(Continued)**

throughout the LGA. This will be of significant advantage to the Queanbeyan-Palerang community

Engagement

The Joint Project Control Group will have three representatives from PCYC and three from Council. We propose that Council representatives include:

- Program Coordinator - Community
- Program Coordinator - Recreation
- Councillor representative

Given the nature of operations it would be advantageous to have a Councillor who is involved in the Sports Committee and/or Youth Committee.

Once the Centre becomes operational, the relevant body will be the Club Advisory Committee which will have Council (staff) representatives, PCYC representatives and community and/or user group representatives.

Conclusion

Council is asked to nominate a Councillor as representative on the Joint Project Control Group and to finalise the lease for 28 day public exhibition.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Draft Lease - QPRC and PCYC 16.4.21 (<i>Under Separate Cover</i>) -
CONFIDENTIAL |
| Attachment 2 | QPRC and PCYC - Agreement for Lease (<i>Under Separate Cover</i>) -
CONFIDENTIAL |

10.1 CRJO Board Meeting Minutes (Ref: ; Author: Tegart/Ison)

File Reference: 52.8.1

Report

Council's CEO and Mayor attended the Canberra Region Joint Organisation (CRJO) Board meeting on Friday 26 March 2021.

The draft minutes from that meeting are provided for Council's information, click on the following link to access: <https://crjo.nsw.gov.au/about/agenda-minutes/>

These minutes will be ratified at the next Board meeting scheduled for 11 June 2021.

Recommendation

That Council note the draft minutes of the Canberra Region Joint Organisation Board meeting of Friday 26 March 2021.

Attachments

Nil

10.2 Audit, Risk and Improvement Committee - Minutes 9 December 2020 (Ref: ;
Author: Fulton/Cakalic)

File Reference: ECM 45.3.1

Report

This report provides the minutes of the Audit, Risk and Improvement Committee (ARIC) meeting of 9 December 2020, as confirmed by the ARIC at its meeting of 18 March 2021.

The objective of the ARIC, as stated in its charter, is to provide independent assurance and assistance to Council in relation to governance, risk management, compliance, and control practices.

The following provides a summary of the reports received by the ARIC at its meeting of 9 December 2020:

- Senior management presentations provided by the Portfolio General Manager's Community Connections and Natural and Built Character
- Verbal update on external audit activities by the Audit Office of NSW
- Presentation on the OLG Risk Management and Internal Audit Framework Guidelines by Lana Hall from the OLG
- Internal Audit Activity report by O'Connor Marsden
- Report by the Financial Statements Sub-Committee
- Update on financial matters provided by the CFO
- Digital Essential Eight Update
- Update on Service Reviews
- External reports of interest
- Status of outstanding audit recommendations

The ARIC's consideration of and resolution on the above matters were as outlined in the attached minutes attached.

Recommendation

That the report be received for information.

Attachments

Attachment 1 ARIC Minutes 9 December (*Under Separate Cover*)



11.1 Local Traffic Committee - Extraordinary Meetings (Ref: ; Author:
Tooth/Stewart)

File Reference: 31.4.4 **Summary:**

The Local Traffic Committee has submitted the minutes and recommendations of its extraordinary meetings held via correspondence on 25th February and 19th March 2021 for Council's information and consideration.

Recommendation

That Council resolve that:

1. The minutes of the two Extraordinary Local Traffic Committee Meetings held via correspondence on 25th February and 19th March 2021 be confirmed.
2. Adopt recommendations LTC 7/2021 to LTC 10/2021 from the meeting held via correspondence on 25th February and 19th March 2021.

LTC 7/2021 PROPOSED SOLUTION: Under *Roads Act 1993* approve the TMP for the 'Music By The River' to be held 27th February 2021 with the provision that QPRC Events undertake the following actions:

- TMP to be updated to describe the positive actions to address risks of queuing should that occur
- Operators involved with the event are to be informed not to park on any footpath, they are to drop off and depart from the site, to assist visibility of road users and pedestrians.
- Events to establish "Night-line" tape to ensure that patrons cross roads at the controlled points and in an orderly fashion.
- The TCP for the event is to be updated to ensure the maximum separation of vehicles and pedestrians, so that the lane closures on Morisset Street are amended.
- The TCP is modified to prevent a right-hand turn into Collett St when travelling NE, and preventing a left-hand turn into Collett Street when travelling along Morisset Street SW, so that the traffic adjacent the event site is minimised.
- Update the TMP/TCP to reflect these changes

LTC 8/2021 PROPOSED SOLUTION: Under *Roads Act 1993* approve the TMP for the 'Braidwood ANZAC Day' service to be held 25th April 2021 with the below provision:

- The closure of the full extent of Wallace Street be reviewed if it does not need to be closed, as there is no march.
- That an ROL be obtained for the closure of the Kings Hwy.
- That the TMP be updated with the location and message to be displayed on VMS signage.

LTC 9/2021 PROPOSED SOLUTION: Under *Roads Act 1993* approve the TMP for the 'Jerrabomberra ANZAC Day' service to be held 25th April 2021 on the provision that the road closure times of 4am to 8am strictly apply.

11.1 Local Traffic Committee - Extraordinary Meetings (Ref: ; Author: Tooth/Stewart)
(Continued)

LTC 10/2021 PROPOSED SOLUTION: Under *Roads Act 1993* approve the TMP for the 'Captains Flat ANZAC Day' service to be held 25th April 2021, noting that large and heavy vehicles are to be prevented from using the Miners Road diversion.

Attachments

Attachment 1 LTC Minutes 25 Feb 2021 (*Under Separate Cover*)



Attachment 2 LTC Minutes 19 March 2021 (*Under Separate Cover*)



11.2 Minutes of the QPRC Heritage Advisory Committee held 15 April 2021 (Ref: ;
Author: Thompson/Carswell)

File Reference: 26.5.1-08

Summary:

The Minutes of the QPRC Heritage Advisory Committee meeting of 15 April 2021 are presented to Council for consideration.

HAC 07/21 and HAC 09/21 are presented to Council for adoption. Both recommendations from the Committee contain elements that require a specific resolution of Council to progress and as such are included for Council's consideration.

Recommendation



That Council:

1. Note the minutes of Queanbeyan-Heritage Advisory Committee on 15 April 2021.
2. Consider recommendations QPRC HAC 07/21 and QPRC HAC 09/21 from the meeting held on 15 April 2021.

- QPRC HAC 07/21**
- 1). That the Committee does not support the development application in its current form.
 - 2). That any redevelopment of the site should be restricted to one storey for the front dwelling and one storey for any additional dwellings although these can include an attic.
 - 3). That Council receive a report on amending the relevant part of the Queanbeyan Development Control Plan 2012 to reflect the principles in 2) above.

QPRC HAC 09/21 That the Committee endorse the recommendations for the Heritage Awards 2021 as contained in Attachment 2 and recommends that they be adopted by Council.

Attachments

- Attachment 1  Minutes of the QPRC Heritage Advisory Committee held on 15 April 2021
(Under Separate Cover)
- Attachment 2  2021 QPRC Heritage Award Nominations as Endorsed by QPRC
Heritage Advisory Committee (Under Separate Cover) - **CONFIDENTIAL**

11.3 Tourism Advisory Committee Meeting (Ref: ; Author: Richards/Darcy)

File Reference: 11.2.5-02 **Summary:**

The Tourism Advisory Committee has submitted for Council's information the minutes of its meeting held on 15 March 2021.

Recommendation

That Council:

- 1. Note the minutes of the Tourism Advisory Committee held on 15 March 2021.**
-

Attachments

Attachment 1 Minutes (*Under Separate Cover*)



Attachment 2 Attachment 1 - Treasure Trail Summary Report (*Under Separate Cover*)



11.4 Economic Advisory Panel Meeting (Ref: ; Author: Richards/Darcy)

File Reference: 11.1.1-03 **Summary:**

The Economic Advisory Panel has submitted for Council's information the minutes of its meeting held on 22 March 2021.

Recommendation

That Council:

- 1. Note the minutes of Economic Advisory Panel held on 22 March 2021.**
-

Attachments

Attachment 1 EAP Minutes 22 March 2021 (*Under Separate Cover*)



12.1 Request Changes to Business Rating Category (Ref: ; Author:
Biscotti/Biscotti)

File Reference: Motions for 28 April 2021

Notice

Councillor Michele Biscotti will move the following motion:

Motion

That Council:

- 1. Revise the rating sub-category for the property listed in the 24 February 2021 report 16.7, to 'Business Urban'.**
 - 2. Place the adjusted sections of the 2020/21 Revenue Policy on public exhibition for 28 days, inviting community feedback on the proposed change, and report back to Council.**
 - 3. Advise the ratepayer that any changes made to the 2020/21 Revenue Policy will be used for the levying rates from the current year only.**
 - 4. Revise the draft 2021/22 Revenue Policy to change the mapped sub-category area for 'Business CBD' to match the Development Control Plan for the Queanbeyan CBD.**
-

Background

At the Ordinary Meeting of Council on Wednesday 24 February 2021, in Closed Session Council resolved Item 16.7 of the business paper (resolution 066/21) 'That Council not approve the request for change to rating sub-category for the property listed in the report'.

Following representations from the applicant and further advice from staff, there may be merit in changing the rating sub-category to align more with the CBD Development Control Plan, which should be considered by Council, for application in the current and future financial years. The site is the only property that would be affected by the proposed change as it is the only property sub-categorised within the Business CBD sub-category, that is not zoned within the central business district in the Queanbeyan Development Control Plan(QDCP).

However, what should also be considered are what services the properties categorised in the Business CBD sub-category receive, compared to those properties categorised within the Business Urban sub-category – such as street cleaning, place making and the like.

It is proposed to revisit that decision from 24 February, and revise the rating sub-category for the property listed in report 16.7, to 'Business Urban', effectively aligning the mapped sub-category area to the Development Control Plan for the Queanbeyan CBD.

Staff Comment

Financial Considerations

The cost to Council of a change of sub-categorisation if back-dated to the beginning of the current financial year, being 1 July 2020, is a loss in rating income in the amount of \$5,074.95.

**12.1 Request Changes to Business Rating Category (Ref: ; Author: Biscotti/Biscotti)
(Continued)**

Properties changing rating categories is not uncommon, normally occurring when the use of the property changes, for example from business to residential, or farmland to residential.

This type of movement affects Council's notional yield and future rates income, as increases and decreases, throughout every financial year as a normal part of Council's operation.

The change in the number of assessments and land value will affect the calculation of the notional yield within the sub-category, and staff will recalculate the new ad valorem rate for the 2021/2022 rate structure prior to adoption.

Alternatively, Council could decide to review the Business CBD sub-category and apply changes from 1 July 2021. There would be no financial impact, the change would be catered for through a re-calculation of Council's notional yield.

Strategic Implications – Use of funds raised through higher business CBD subcategory rates

Council determined the Business CBD sub-category as a means of recognising the investment program and associated service benefits for businesses within the CBD, compared with businesses in other urban areas.

Council has commenced a significant program of policies, masterplanning and land-use controls in formulating the CBD transformation strategy, with a six stage investment program to transform and revitalise the CBD, creating a high quality public realm in the town centre with a range of activities to attract visitation, creating a positive image for business owners and workers, and increasing economic activity.

For the purposes of aligning the CBD masterplanning strategy with rates funding, there is merit to consider that the rating sub-category for the Business CBD should be aligned to the Queanbeyan Development Control Plan.

Attachments

Nil

12.2 Intersection of Macs Reef and Bungendore Roads (Ref: ; Author:
Schweikert/Schweikert)

File Reference: 28 April 2021 motions

Notice

Councillor Mark Schweikert will move the following motion:

Motion

That Council receive a report on all options to improve the safety of the intersection at Macs Reef Road and Bungendore Road, with indicative costs, no later than the July Ordinary meeting of Council.

Background

The intersection at Macs Reef Rd and Bungendore Rd at Bywong has been an accident/near miss hot spot for some time. Near misses at the intersection are common, but as they are not recorded, official crash statistics do not demonstrate this. However, testimony from local road users and property owners around the intersection tell a different story.

The cause of near misses and accidents is mostly driver error and behaviour of those coming from Macs Reef Rd turning into Bungendore Rd. As this is becoming more common, further driver assistance in the form of road design is warranted/obvious.

Road designs should have as a core principle the intent to help drivers make the right decisions, and if they get it wrong to not pay for it with their life.

Sadly, in 2010 the life of a young woman was lost at this intersection.

Encouragingly, after the tragedy mentioned above, Palerang Council produced designs to provide greater sight distances and better indications of traffic flow to help drivers make the right decisions at the intersection. Regrettably, these plans have not been seen for quite some time.

The mover, in his previous role of Palerang Traffic Committee Chairman, tried many times to obtain remediation for the intersection. Sight distances were measured by Council staff using laser survey tools in an attempt to prove the need for speed limit changes or additional STOP signage based on sight deficiencies. Disappointingly this only proved the distances met the existing road warrants. A portable camera system was promised by the then RTA (now TfNSW) which could record near misses in order to quantify the issue, but the ensuing upheaval and complexity of Council amalgamation meant the offer was not pursued.

Black spot funding was also sought but given the length of time since a fatality and the fact that no more have occurred the intersection did not qualify.

This motion is for a report to Councillors to consider options for modification/remediation. It is hoped the numerous options developed by staff for consideration will range from multi-million dollar over passes to basic line marking, and everything in between.

Of further consideration is the unrelenting growth of Canberra's northern suburbs and the correspondingly use of Macs Reef Rd as a means to access the coast.

The images attached are of the most recent accident at the intersection in March taken by Mr David Webster of Bungendore.

12.2 Intersection of Macs Reef and Bungendore Roads (Ref: ; Author: Schweikert/Schweikert) (Continued)



Intersection of Macs Reef and Bungendore roads



Most recent crash with the cross marking the fatality in 2010 ironically cut down by the accident. Second accident vehicle is in the paddock behind the first ambulance.

12.2 Intersection of Macs Reef and Bungendore Roads (Ref: ; Author:
Schweikert/Schweikert) (Continued)

Attachments

Nil

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

File reference: 52.3.1

Summary

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

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

Recommendation

That the report be received for information.

Cr Pete Harrison		
No	Meeting/Function/Event Attended	Summary of Key Points
1	South East Australian Transport Strategy (SEATS) – 11 to 12 February 2021	Report and associated documents attached.
2	Dargues Reef Community Consultative Committee (DRCCC) – 15 March 2021	Report and associated document attached.

Cr Mark Schweikert		
1	Woodlawn Bio-Reactor Community Liaison Meeting – 18 March 2021	<ul style="list-style-type: none">• In the year to date (18 March) Woodlawn has accepted 21 tonnes of waste locally, 93 tonnes from Sydney and 81 tonnes from bushfire recovery. From this landfill, gas extraction was very high.• From 1 Jan to 18 Mar energy production was 11,392 MWH. Methane extraction was equivalent to taking 77,093 cars off the road.• Meeting was briefed on new \$300m project to install a 'waste to energy recovery plant' on the site. This plant burns landfill waste at 850 degrees to power steam turbines to produce power. It will do this more efficiently than the bio-reactor while reducing land fill to a fine ash that is used in the building industry. It will produce more power for less emissions.• Concern was expressed by Veolia and Tarago community at the slow pace of roadworks by QPRC on the Tarago Rd. Veolia was paying QPRC for this but stopped payment given the extended delays. Work has now commenced and Veolia are willing to start payments again.







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

2	NSW Police Community Safety Precinct Committee, 30 March 2021	<ul style="list-style-type: none"> • Attended the meeting with the Mayor which was held at the new Queanbeyan Police Station. • New Superintendent John Klepczarek chaired the meeting with most of his Inspectors present. Good roll up from other agencies and stakeholders. • Increased domestic violence rates have been recorded but this possibly indicates better reporting with Monaro command one of the best in the state for checking on AVOs and arresting perpetrators on sight. • 20% of assaults involved alcohol with most offences in Queanbeyan, Bungendore and Cooma (in rank order). • Spate of RFS shed break-ins solved with several ACT residents caught and charged. • Braidwood aged care becoming more vulnerable to fraud. • CCTV in public spaces and shops has gotten better but still needs improvement to help track down perpetrators. • Stealing rates are steady however, theft from cars is on the rise as well as stealing number plates. However, stolen car rates are down. • Shoplifting is on the rise with stores not actively discouraging or taking steps to apprehend offenders. Filling Police reports for insurance purposes only. • Bungendore IGA raid still under investigation. • Received top to bottom tour of new station. Extremely impressive.
3	NSW Rail Trail Forum, Tumbarumba, 9 April 21	<ul style="list-style-type: none"> • Forum was held to mark the one-year anniversary of the pilot Rail Trail opening at Tumbarumba and gave the attendees an early insight into lessons learned re building a Rail Trail as well as the benefits. Forum was conducted by Rails Trails NSW and Snowy Valleys Council. • Tumbarumba's Rail Trail is 21 kms long with a café half way along and a town (Rosewood) at the end of the line. No dogs or horses allowed. <p>Some of the issues and lessons identified by the Mayor (Cr James Hayes) and local State MP (Justin Clancy) include:</p> <ul style="list-style-type: none"> • Fencing: need to avoid barbed wire. • The need for overpasses. • Don't install toilets, let business do that. • Weed control. • Council didn't engage property owners along the line well enough. • Offer assets to farmers as offsets. • Act of parliament required to close the line. • The need for an extensive bio-security study.

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

		<ul style="list-style-type: none"> • The land remains a crown reserve with Council its trustee. • Government can take back the line whenever it chooses. • The trail requires extensive advertising and maintenance in order to reap the benefits. • Overpasses and underpasses were the key to landowner acceptance. • Maintenance costs range from \$1,700 - \$3,000 per km, per annum, not including asset renewal. <p>Other topics included briefings from five other Rail Trail proposals across NSW including Monaro and Molonglo. Goulburn Mayor Cr Bob Kirk briefed on the advanced Goulburn to Crookwell Trail proposal.</p> <p>Other speakers spoke about the tourism product and how to sell a trail:</p> <ul style="list-style-type: none"> • What is different about yours to other Rail Trails (caves, waterfalls i.e. hero moments)? • What will make them comeback once they've done it once? • Good hotels are needed close by. • What are your signature moments, your brand? • Who is your customer and why will they spend money? Are they the same customers for other Trails? • Do you need sponsors? • Make sure you can live up to the hype you create. • Bridges may be better bypassed and locked off to become interesting views/sights. <p>Tumbarumba was the pilot Rail Trail and the NSW Government will write a report on its efficacy and viability by the end of the year. From this further funding <u>may</u> be available for other projects.</p>
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Attachments

Attachment 1	SEATS - Cr Harrison's Delegates Report (<i>Under Separate Cover</i>)
 Attachment 2	SEATS - attachment 1 - TfNSW Report (<i>Under Separate Cover</i>)
 Attachment 3	SEATS - attachment 2 - NHVR Report (<i>Under Separate Cover</i>)
 Attachment 4	SEATS - attachment 3 - what3words (<i>Under Separate Cover</i>)
 Attachment 5	DRCCC - Cr Harrison's Delegates Report (<i>Under Separate Cover</i>)
 Attachment 6	DRCCC - attachment 1 - 210315 DCCC No.39 (<i>Under Separate Cover</i>)
	

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

File reference: 28 April 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.

Recommendation

That the report be received for information.

Attachments

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



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

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

Recommendation

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

Item 16.1 Bungendore Land Acquisition

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

Item 16.2 Bungendore Office Relocation

Item 16.2 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.