



Plan of Management

Queanbeyan Showground



Last review: February 2015

Ref: SF000291

Plan of Management - Queanbeyan Showground

1. The Plan of Management of Queanbeyan Showground was adopted by the Minister administering the Crown Lands Act 1989 by approval of 12th December 2003.
2. A reference in the Plan of Management to the Minister for Land and Water Conservation now means the Minister administering the Crown Lands Act 1989, and A reference to the Department of Land and Water Conservation now means the Land and Property Services.

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Executive summary

Development of this Plan of Management

Introduction

The Queanbeyan Showground site consists of the following blocks of land:

- Lots 4 and 6 of Section 56 Town of Queanbeyan, Parish of Queanbeyan, County of Murray, and
- Lots 1 to 24 inclusive DP 13963, Parish of Queanbeyan, County of Murray.

The site is adjacent to the Queanbeyan CBD bounded by Farrer Place, Lowe St, Cooma St, Glebe Ave and Cameron Rd. With an address 19 Farrer Place, Queanbeyan. Refer Figure 1 (page 5) Location Map.

Up until 1986, the Queanbeyan Show Society managed, maintained and controlled the Queanbeyan Showground, under the requirements of the original dedication of 1893, which indicated the site was to be utilised as a Showground Reserve. In 1986 Queanbeyan City Council became corporate trust manager of the Showground, under the *Crown Land Consolidation Act 1913 as amended* (NSW) Section 37P and others and became responsible for managing the grounds.

In 1988 and 1989 the future of the Showground site was subject to much serious debate and conflict. This led to extensive community consultation in 1990. In 1990 a Consultative Committee was set up by Queanbeyan City Council to discuss the future development of the Queanbeyan Showground and to develop a 'draft' Plan of Management for the site.

The Consultative Committee of 1990 undertook extensive consultation, with the calling for submissions from the public. Twenty two public submissions were received from local community groups and individuals. The committee produced a report "Future Uses of the Queanbeyan Showground" May 1990.

In 1995 the Queanbeyan Showground was dedicated for "use as a public Showground, public recreation and community purposes" under the *Queanbeyan Showground (Variation of Purposes) Act 1995* (NSW). This Act was repealed, in 2013.

In February 1996 the "Management Plan, Queanbeyan Showground" was prepared and included an expanded group of stakeholders following the amended dedication of the Showground to include 'public recreation and community purposes'. The then Department of Conservation and Land Management sent this Management Plan back for further amendments.

The "Draft Plan of Management of Queanbeyan Showground" Amended - March 1997 was produced and resubmitted to the Department of Land and Water Conservation and was again sent back with a request for more assessment of the heritage value of the site.

The "Queanbeyan Showground Heritage Study" February 1998 report was commissioned by the Queanbeyan City Council to:

Identify and analyse the environmental heritage of the Queanbeyan Showground, and make practical recommendations for its conservation and management.

This Plan of Management draws on information from all the previous reports and includes consideration of the heritage value of the site.

In October 2011 the Queanbeyan Showground was listed on the NSW Heritage Register. The 2014 review has been prepared through consultation with stakeholders and takes into consideration the current views and future aspirations of the Queanbeyan community for the future use of the showground. It is to be placed on public exhibition for community consultation prior to adoption.

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Method

This Plan of Management has been prepared with regard to community input provided through the previous consultation processes dating back to 1990 as well as input from current users and interest groups.

As recommended by the Department of Land and Water Conservation, the Plan takes a community values-based approach. This will provide a more long-lasting plan, rather than an issues-based approach, which is shorter lived as the importance of issues changes faster than community values.

The Showground Advisory Committee and Friends of the Showground provide a link to the user groups and wider community interest in the showground.

Basis for Management

Existing Policy Commitments

The existing policy commitments as determined from the previously mentioned reports are that Queanbeyan City Council, as Corporate Trust Manager of the Showground, is responsible for the following;

- to retain, maintain and enhance the Showground lands for recreational purposes,
- to provide access to the Showground lands by the Queanbeyan Show Society Inc. to conduct the annual show for a maximum of 14 days a year,
- to protect the character of the large open space provided by the Showground, and
- to protect and promote the heritage values of the Showground.

Showground Values

Based on community consultation the Showground has value:

1. for agricultural show purposes,
2. for public recreation,
3. for its Aboriginal heritage,
4. for its post aboriginal contact heritage,
5. for community use,
6. for commercial use compatible with the Dedication of the Showground, and
7. for its landscape (including buildings and structures) value.
8. In addition, the Queanbeyan City Council, has identified the Showground has value:
for use as the location of a storm water retention basin as part of the surrounding city surface-water drainage infrastructure.

Management Strategies

Issues

From the values identified from through community consultation a number of issues were identified as concerns of the community and the users of the Showground. These issues have been addressed in the consultation process of this Plan of Management

Showground Management and Administration

The Queanbeyan City Council, as Trust Manager, is responsible for and will manage the Queanbeyan Showground. A Showground Management Advisory Committee will advise the Trust Manager on the management of the Queanbeyan Showground. The Plan of Management outlines the formation of the Showground Management Advisory Committee which may provide advice to the Trust Manager on development and management issues. **This committee will not remove the overall responsibility of management of the Showground from the Trust Manager.**

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The Showground Management Advisory Committee is formulated along democratic principles, representing all major users of the Showground, as well as providing the mechanism for community involvement from individuals and groups with an expressed interest in specific issues, or the general management of the Showground.

Strategies and Actions

Strategies and actions based on the values, desired outcomes and issues identified in community consultation are presented with actions necessary to achieve the desired outcomes as well as responsibility for and timing of the actions. These have not been presented in order of priority as the ranking of the issues will recommended by the Showground Management Advisory Committee.

Acknowledgments

This report acknowledges the efforts of the authors of previous reports from which material in this report was drawn. These reports are listed in Section 4.2 of this report.

Basis for Management

1 Purpose and Objectives of the Plan of Management

The purpose of this Plan of Management is to;

- provide a basis for the administration and development of the Showground,
- establish the values for the Showground held by its users and the wider community,
- clarify the relationship of this Plan to other reports and strategies,
- to provide a vision and implementation program for the Showground,
- provide a mechanism for the review of the Plan and the performance of the administration of the Showground.
- categorise the land as an area of cultural significance,
- incorporate the storm water retention basin (associated structures and works) within the wider use of the Showground.

2 Description of the Subject Land

The Showground consists of lands and facilities identified in Figure 1 (page 5), bounded by Farrer Place, Lowe Street, Cooma Street, Glebe Avenue and Cameron Rd.

It consists of;

- All those parcels of land at Queanbeyan in the Town and Parish of Queanbeyan, County of Murray, being Allotment 4 of Section 56 and the residue of Allotment 6 of section 56 (ie pt 6) after the exclusion of Allotments 7 and 8 of Section 56 DP 758862 and Lot1, DP 319352.
- All those parcels of land at Queanbeyan in the Parish of Queanbeyan, County of Murray, comprising the whole of the land in Auto Consol. 3969 - 97 at the Land Titles office, Sydney being Lots 1 - 24 in deposited Plan 13963. Also crown land between Lot 22 and Lots 23 and 24.

The land is zoned 6(a) Open Space, and is a Crown Reserve.

The Showground consists of a large open space, incorporating a trotting track (*of approx 670 metres*). Scattered buildings surrounding the trotting track, including a grandstand, exhibition pavilions, yards and stalls, bar, storerooms and toilet facilities. A full description of these facilities is available in Cox Architects & O'Keefe 1998 Appendix 4.

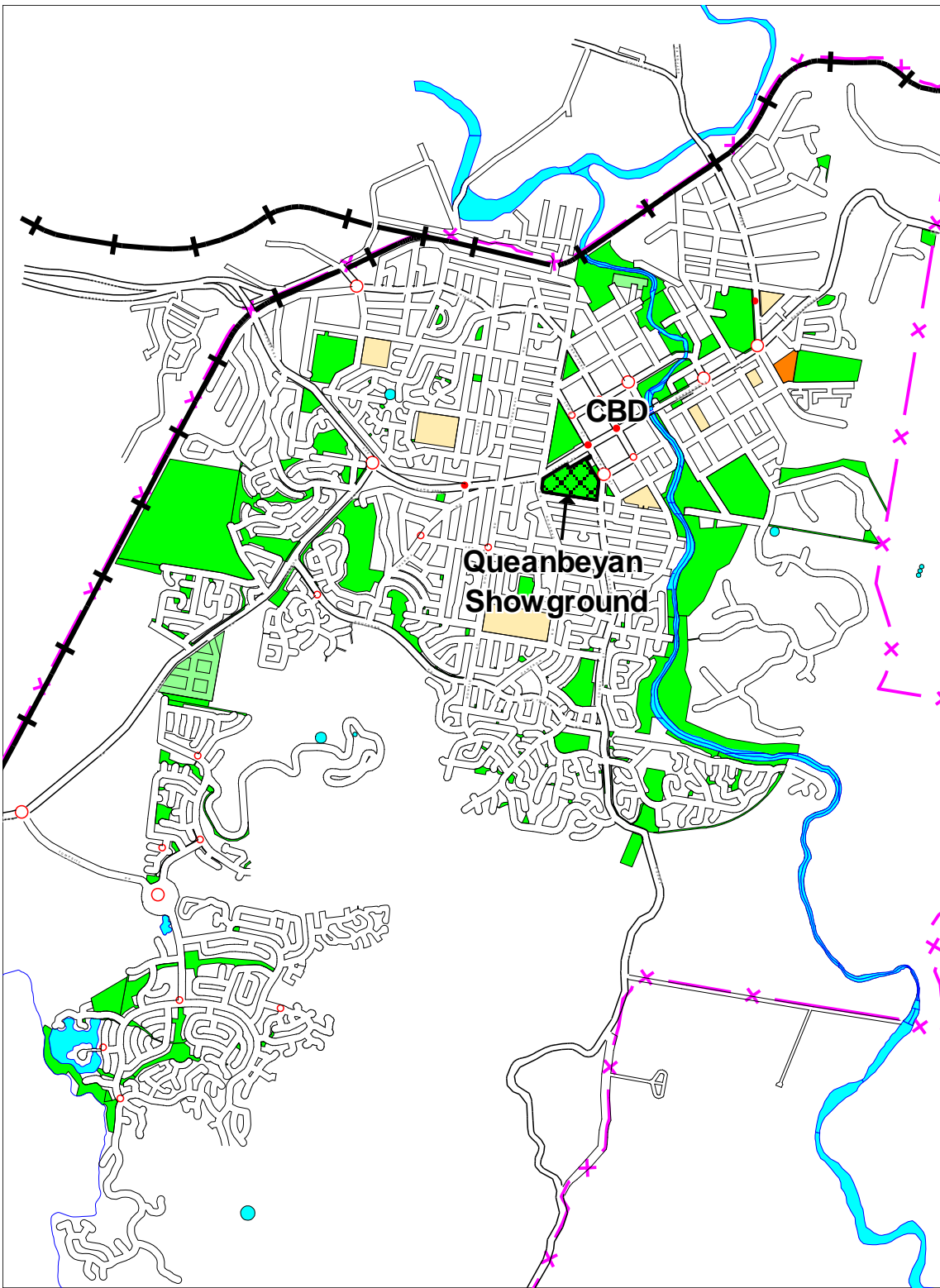
3 Legal Requirements

In accordance with its legal description, the Showground must have a Plan of Management that complies with the requirements of the *Crown Lands Act 1989 (NSW)* and the *Local Government Act 1993 (NSW)* In points of conflict between these two Acts, the Crown Lands Act take precedence over the Local Government Act.

The *Queanbeyan Showground (Variation of Purposes) Act 1995 (NSW)* which required "...provisions ensuring that the use of the Reserve for a public Showground is not prevented or restricted by the use of the land for the other dedicated purposes and that the Reserve will be available for use by the Queanbeyan Show Society Inc. on such days (not exceeding 14 days each year) as are notified to the Manager of the new trust by the Society."

has been repealed.

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The Queanbeyan Showground will be managed in line with the principles of Crown Land management as detailed in Part 1 Section 11 *Crown Lands Act 1989* (NSW) and included as Attachment B of this Plan of Management.

4 Existing Conditions

4.1 Role of the Site

The Showground is located at the south-west corner of the original 'Square Mile' dedication for the town of Queanbeyan. Its historical connections with the development of the town have been chronicled in detail in the Queanbeyan Showground Heritage Study (Cox Architects & O'Keefe 1995 pp 8 - 12) The site has been dedicated for use as a public Showground since 1893.

The Showground is a large open space at the centre of the City, and must be appreciated in the same context as Queanbeyan Park to the north of the Showground. The two areas of open space provide special opportunities for a range of uses, with their locations providing a high standard of amenity at the City centre.

The Showground is used for a variety of events and recreational activities by the city and surrounding region. It also serves as open space for simple functions such as walking and exercise. It contrasts with the commercial, administrative, educational and residential surroundings, and is recognizable as an important open space at the centre of the City.

4.2 Existing Policy Commitments

Based on previous reports such as:

- Future Uses of the Queanbeyan Showground; Consultative Committee 1990,*
- Management Plan : Queanbeyan Showgrounds; Queanbeyan City Council. March 1996 (First Edition),*
- Draft Plan of Management of Queanbeyan Showground; Queanbeyan City Council. Amended March 1997 (Second Edition), and*
- Queanbeyan Showground Heritage Study; Cox Architects in association with Brendan O'Keefe 1997.*

It has been determined that Queanbeyan City Council be responsible for the following commitments;

- To retain, maintain and enhance the Showground lands for recreational purposes,
- To provide access to the Showground lands by the Queanbeyan Show Society Inc. to conduct an annual show for a maximum of 14 days a year.
- To protect the character of the large open space provided by the Showground.
- To protect and promote the heritage values of the Showground.

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5 Values

5.1 Showground Values

Refer to Executive Summary Page 2, Showground Values – above.

Based on community consultation the Showground has value;

1. for agricultural show purposes,
2. for public recreation,
3. for its Aboriginal heritage,
4. for its post Aboriginal contact heritage,
5. for community use,
6. for commercial opportunities compatible with the Dedication of the Showground,
7. for its landscape (including buildings and structures) value, and

5.2 Significance of the Values

The significance of the values is spread over a wide area, as follows;

| | Value | Level of significance | | | |
|---|--|-----------------------|----------|-------|----------|
| | | Local | Regional | State | National |
| 1 | Agricultural Show Purposes | X | X | | |
| 2 | Public Recreation | X | X | | |
| 3 | Aboriginal Heritage | X | X | | |
| 4 | Post Aboriginal Contact Heritage | X | | | |
| 5 | Community Use | X | X | | |
| 6 | Appropriate Commercial Opportunities | X | X | | |
| 7 | Landscape (Including Buildings and structures) | X | X | | |
| 8 | Stormwater Retention Basin | X | | | |

The table shows that the Showground has value to the broader region and its value increases at the local and regional level. Whilst this may be self evident, it is important for this Plan of Management to address the more widespread interest in the Showground for the range of uses it allows.

6 Desired Outcomes

The above values can be protected by the achievement of the outcomes shown in Table 1.

Management strategies

7 Showground Management and Administration

7.1 Principles

The management system for the Showground is based on the following principles:

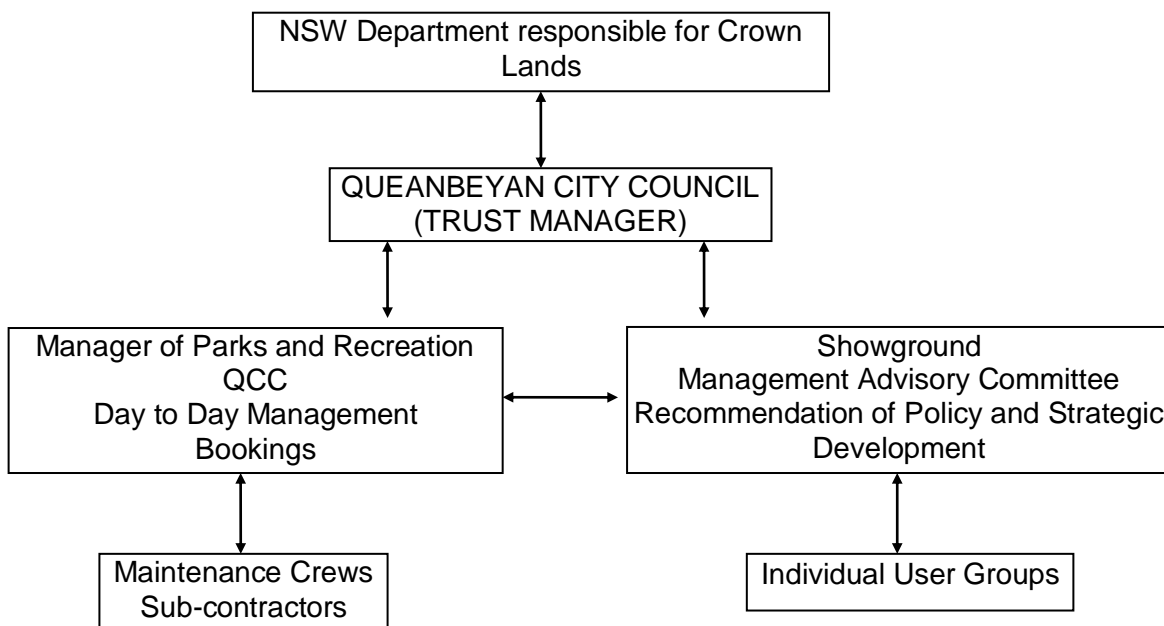
- Maximisation of benefits to the public.
- Accountability for public funds and of managerial personnel.
- Public participation in the advisory and planning processes - ie Queanbeyan Showground Advisory Committee.
- Increase income generation of the Showground and reinvestment of these funds in development and maintenance of the Showground.
- Reporting of meeting minutes containing the activities and finances of the Showground Advisory Committee to the Corporate Trust Manager, (Queanbeyan City Council)
- Security of tenure for users through the issuing of Leases and Licences.

7.2 Management Structure

Corporate Trust Manager

The Queanbeyan Showground is a Crown Reserve and will continue with a management structure of a Corporate Trust Manager in accordance with the *Crown Lands Act 1989* (NSW) Division 4, 92 (6b) and 95 (1a). Where by Queanbeyan City Council is the Trust Manager of the Queanbeyan Showground.

The management structure for the Queanbeyan Showground is based on the above 'Principles' and is as follows:



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7.3 Manager of Parks and Recreation

The Manager of Parks and Recreation is responsible for the conduct of the day to day management of the Showground. The Manager is responsible for:

- supervision and co-ordination of maintenance and repairs,
- maintenance of a bookings system,
- collection of fees, and
- overseeing development work as required.
- Supervision, co-ordination, development, construction and maintenance of the stormwater retention basin (and associated structures and works).

The Manager of Parks and Recreation Section will attend meetings of the Showground Management Advisory Committee and provide advice on the operations of the Showground. He may receive details of work required for consideration for inclusion in work schedule.

7.4 The Showground Management Advisory Committee

The Showground Management Advisory Committee will advise the Trust Manager on development and maintenance issues but does not remove the overall responsibility of control which is still held by the Trust Manager.

The Showground Management Advisory Committee is formulated along democratic principles, representing all major users of the Showground, as well as providing the mechanism for community involvement from individuals and groups with an expressed interest in specific issues, or the general administration of the Showground.

The composition of the Committee will be from the following groups:

- Two representative/s of the Trust Manager - Councillors (the Councillors should not be a member of any major user group of the Showground),
- The Trust Manager's Secretary, (non-voting)
- Manager of Parks and Recreation Section or a delegated representative (non-voting),
- Representatives from user groups (ie one representative from any of the user groups with regular bookings),
- 3 representatives from the public or interest groups, for example a representative from Queanbeyan businesses may be appropriate for one of these positions.
- 1 representative from the Heritage Advisory Committee, and
- Aboriginal Representation.

The Manager of Parks and Recreation Section and the Trust secretary shall be non-voting committee members.

Upon the approval of the Trust Manager the Showground Management Advisory Committee may delegate responsibility for designated tasks to duly elected sub-committees.

The Committee structure allows for specialised matters to be dealt with by inviting expert opinion to any scheduled meeting and also for inclusion on elected sub-committees.

The Showground Management Advisory Committee will report to the Trust Manager through minutes and recommendations from its regular meetings. The Trust Manager will then ratify (or not) such recommendations.

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7.5 Responsibilities of the Showground Management Advisory Committee

The Committee will make recommendations for consideration by the trust on the following matters:

- the implementation of the Plan of Management,
- prioritising the maintenance and development work set out in the Plan of Management,
- the marketing and promotion of the Showground,
- investigating the various avenues of financial support
- source funding for works required for inclusion in Council's Management Plan,
- to prepare and present reports, submissions, etc, to the Trust Manager,
- the development and overseeing of a routine maintenance program in association with the Manager of Parks and Recreation,
- to recommend fees and charges to the Trust Manager,
- to recommend or otherwise, to Trust Manager, the granting of any leases or licences in accordance with the Plan of Management,
- to recommend or otherwise, to the Trust Manager, submissions on Development Applications by user groups, and
- to review the Plan of Management every five years. This Plan should be reviewed five years from its adoption.

7.6 Leases, Licences and Permits

Queanbeyan City Council has developed a Lease and Licence Agreement Policy for all community and user groups that use recreational facilities on Community or Crown Land in Queanbeyan City Council's care and control.

Leases or licences for use of Community Land and Crown Land may only be granted if authorised in a Plan of Management and in accordance with relevant provisions there in.

Leasing and licencing of Crown Land is governed by Part 5 of the *Crown Lands Act 1989* (NSW).

Queanbeyan Showground is Crown Land and it's leasing or licencing is governed by the Plan of Management for the Showground and by Part 5 of the *Crown Lands Act 1989* (NSW).

Goals

- To provide fair and equitable access to Showground facilities.
- To efficiently manage these facilities, and
- To ensure the optimum use of the facilities.

Objectives

- To ensure that there is fair and equitable access to Showground facilities.
- To set fees and charges for use of Showground facilities at a level which ensures that users make a reasonable contribution to the operating costs of the facilities.
- To ensure an equitable set of fees across like tenancy arrangements.
- To encourage multi-use of the Showground facilities to alleviate the demand for new, single purpose facilities and to ensure optimum use of the existing Showground facilities.
- To ensure the efficient management of Showground facilities.
- To gain broad support for the policy from stakeholders.

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Users wishing to obtain a lease or a licence over facilities in the Showground must address the criteria as listed. An application for a lease or licence will be considered by the Showground Management Advisory Committee and the recommendation of the Committee will then be submitted to the Showground Trust Manager for ratification.

Types Of Agreements

Leases

Leases may be available to provide long term tenancy to users. Leases may be appropriate for users who have a commercial orientation to their operation. These uses must be compatible with the Dedication of the reserve. All leases will require the written consent of the Minister of Land and Water Conservation and leases for longer than 5 years will need to be advertised in local or state newspapers prior to the Ministers consent.

Users will be required to invest in or have contributed significantly to capital development of a facility and be solely responsible for maintenance of the facility.

Users will be required to pay an annual lease fee to Council. Cathedral Survey and registration of plan costs will also be required at the lessee's cost.

Leases may be provided for the development of a new facility within the Showground providing the proposal complies with the Plan of Management and the Crown Lands Act 1989 and has been considered by the Showground Management Advisory Committee and approved by the Trust Manager and the Minister for Land and Water Conservation.

Granting of such leases must not adversely affect the conduct of the Queanbeyan Show.

The use of such new facilities constructed under a lease agreement will not be required for use by the Queanbeyan Show Society for Show purposes (but the use of the facility may be negotiated) but the operation of the facility may be interrupted during Show time. Sub-leasing of such facilities would require the consideration of the Showground Management Advisory Committee, and the approval of the Trust Manager and the Minister of Land and Water Conservation.

Facilities within the Showground that have multiple users may not be eligible for a lease.

Licences

Licences may be issued to users requiring short term agreements of up to 1 year without the consent of the Minister of Land and Water Conservation and with the Minister's consent for longer terms. A licence would grant a user exclusive use of a Showground facility only during the period booked and would take into account vacation of the facility during the two weeks required for the Queanbeyan Show.

An example of such an arrangement may be the booking of a facility for use every Saturday for a period of three years or the booking of a facility for two hours a night on several nights of the week for a period of up to five years, such licences would require the constant of the Minister. The facility will then be available for use by others for the remaining time.

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The Trust Manager will maintain absolute control of all licenced facilities such as facilities maintenance and bookings.

Licence fees are recommended by the Showground Management Advisory Committee and set by the Trust Manager. These fees are set out in Council's Management Plan each year with a copy of the Schedule of Fees and Charges being available from Parks and Recreation Section.

Any hiring of the facility outside of licence agreements must be by application to the Parks and Recreation Section where normal bookings (see Permits below) are taken and appropriate fees paid and insurance documents sighted.

Permits

Permits are issued where users require short-term use of a facility. Such users will typically be a user who books to use a facility for a function, one-off show or display. Such an example is the Circus who make a booking for the duration of their stay. These users will pay a fee as set out in Council's Fees and Charges.

Permits may be issued for an individual building, part of the Showground or all of the Showground. The issuing of permits will be dependent on existing leases and licences as well as the annual Queanbeyan Show.

Application For Lease, Licence Or Permit

To apply for a lease or licence for an individual facility, part of the Showground or all of the Showground an application must be completed. It is recommended that users first liaise with Council's Parks and Recreation Manager prior to completing an application for a lease or licence.

Once completed the application must be submitted to the Showground Management Advisory Committee who will consider the application and make recommendation to the Trust Manager. The Trust Manager will then determine whether a lease or licence shall be granted.

Once the lease or licence is endorsed by the Trust Manager a lease or licence agreement shall be drawn up. All licences for more than a year and all leases must be sent to the Minister of Land and Water Conservation for consent. All leases for longer than 5 years must first be advertised in local or state newspapers. Once approved by the Minister, the lease or licence shall take effect in accordance with the conditions of the agreement.

To apply for a permit users must fill in the appropriate booking form, pay the appropriate fees and deposits and provide copies of liability insurance through Council's Parks and Recreation Section. This must be carried out prior to use of any Showground facilities. Bookings will be available depending on existing lease or licence agreements and the Queanbeyan Show.

A full description of the Showground Fee Policy, Lease Conditions, Licence Conditions and Permit Conditions are included as Attachment D

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8 Achievable Strategies and Actions

Tables 2 to 9 list the Showground's values and detail the outcomes, issues, actions, responsibilities and timing to achieve the desired outcomes.

The issues are not listed in any order of priority as the ranking of issues and the order in which actions will be taken will be considered by the Showground Management Advisory Committee.

9 Resources

9.1 Council Funding

Council funding will be required to carry out initial works to bring the Showground up to an acceptable standard and to invest in new works as per the Masterplan.

With investment in the Showground resulting in a higher standard facility, new users and increased usage will result in income from Leases, Licences and Permits. This money must be re-invested in the Showground to support its ongoing maintenance and development. Ongoing funding and support will still be required by Council but this should be reduced once the major maintenance issues have been address and with increased revenue and funding from grants.

The stormwater retention basin is not required, nor of benefit to the Queanbeyan Showground function or users and is part of the Queanbeyan City Council urban infrastructure plan to alleviate drainage problems outside of the Showground. As such any cost associated with the planning, development, construction, liability and maintenance of the stormwater retention basin is to be funded as part of the Queanbeyan City Council's urban infrastructure, and not via the Queanbeyan Showground Trust.

To alleviate any public/community concern about funding or grants, associated with stormwater the retention basin, the Queanbeyan City Council will need to prepare transparent proposals and submissions. Any proposals by Queanbeyan City Council (as user) will be reviewed by the Showground Management Advisory Committee and require the approval of Queanbeyan City Council (as Trust Manager) and the Minister of Land and Water Conservation.

9.2 User Funding

It is appropriate that users make a realistic contribution toward the cost of using the Showground facilities. Users should be given incentives to fund improvements and maintenance of facilities they use through the granting of leases and licences.

A mix of cash and in-kind contributions should be considered.

In order to achieve the objective of increased usage and cost recovery, charges need to be both competitive and attractive. Consideration should be given to the differentiation between non-profit community groups and commercial users when setting fees.

9.3 Grants

Commonwealth and State Government grants are available for various works and projects.

The grants available change with time and it should be a priority of the Showground Management Advisory Committee to keep up to date with the grants available and to regularly seek funding through such grants by way of an application lodged by the Trust Manager.

Research will also need to be carried out to access grants available at the time for each project.

9.4 Friends of the Showground

The formation of the advocacy group "Friends of Queanbeyan Showground" provides an additional funding source through community based fundraising via events and donations.

10 Review

The Plan of Management for the Queanbeyan Showground shall be reviewed every five years to ensure that it is relevant to the current demands on the Showground.

Any proposed changes or amendments to the adopted Plan of Management in the intervening time must be reviewed by the Showground Management Advisory Committee who may make recommendations to the Trust Manager and will then be responsible for the preparation of a revised Plan of Management for public exhibition and consultation.

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Tables

Table 1 - Showground values and desired outcomes

| | VALUE | DESIRED OUTCOMES |
|---|--|--|
| 1 | Agricultural Show Purposes | <ul style="list-style-type: none"> • appropriate & functional facilities and spaces to house specific show activities; • well maintained facilities & spaces; and • funds to carry out work required for maintenance and embellishment for Agricultural Show Purposes. |
| 2 | Public Recreation | <ul style="list-style-type: none"> • well maintained facilities; • new facilities consistent with existing character of the Showground; • that the Showground be available for passive recreation when not booked by paying users; • that the Showground be available for on/off lead dog walking area when not in use; and • that the Showground be available to walk through when accessing the main street and Queanbeyan Park when not in use. • that the Showground arena be revitalized to permit sports games. |
| 3 | Aboriginal Heritage | <ul style="list-style-type: none"> • recognize and commemorate the significance of the site to the local indigenous Community and the wider region. Policy 4.1 of the Queanbeyan Showground Heritage Study. (here after QSHS); (refer to Attachment B) • consult with the relevant Aboriginal groups prior to any substantial development work on the Showground, 4.2 of the QSHS; • any previously undetected aboriginal site or relic uncovered or unearthed during any activity at the Showground be reported to the National Parks and Wildlife Service NSW and advice sought or appropriate action. 4.3 of the QSHS; • increased participation by the Aboriginal community in Showground development and activity, • acknowledge the recent listing of the Queanbeyan Showground onto the NSW Heritage Register, and • further study to establish if the significance level should be at a value higher than that of local. |
| 4 | Post Contact Heritage | <ul style="list-style-type: none"> • the Showground be allowed to continue to change to meet the community's needs and that this change be consistent with the requirements of the Plan of Management for the Showground; • the existing structures be maintained and conserved as long as is feasible. 3.1 of QSHS; • new buildings be permitted provided they retain the rural atmosphere of the Showground; • all items to be retained should be appropriately maintained and conserved; • the existing fencing be retained, both perimeter and internal fencing; and • acknowledge the recent listing of the Queanbeyan Showground onto the NSW Heritage Register |
| 5 | Community Use | <ul style="list-style-type: none"> • increased community use of the Showground within the purpose of the dedication; • appropriate facilities to allow community use; • appropriate fee structure to encourage more community use of the facilities; and • availability of leases and licenses for users requiring security of tenure. |
| 6 | Commercial Opportunities compatible with the Showground dedication | <ul style="list-style-type: none"> • increased usage of the Showground within the purpose of the dedication; • realistic fee structure for users and availability of leases and licenses for users requiring security of tenure; and • generate income which can be used to towards the management and maintenance of the Showground facilities. • funds to carry out work required. |
| 7 | Site Functionality and Landscape Issues (Including buildings and structures) | <ul style="list-style-type: none"> • produce a Masterplan detailing: <ul style="list-style-type: none"> - future landscape works; - areas for potential development; and - specific use areas within the Showground, especially as associated with the annual Queanbeyan Show. |
| 8 | Storm water retention basin | <ul style="list-style-type: none"> • Safe, functional and well maintained stormwater retention basin (and associated structures and works). • Minimum to negligible impact on Values 1 to 7. • Nil cost impact on the Showground Trust or Showground users. |

Table 2 - Strategy 1: Maintain and enhance appropriate facilities within the Showground for annual show purposes

| VALUE TO BE RETAINED | DESIRED OUTCOMES | ISSUES | ACTIONS (OPTIONS) | GROUP/S INVOLVED | TIME FRAME |
|----------------------------|--|--|---|--|--|
| Agricultural Show purposes | 1. Appropriate & functional facilities and spaces to house specific show activities. | 1.1 Poor differentiation between distinct use areas eg permanent/overflow parking areas, camping area, vehicle movement, animal areas. | 1.1.1 Produce Masterplan showing specific usage of areas and development options including proposed new facilities. Refer to Strategy 2 and Site Masterplan Complete | Masterplan - Parks and Recreation Section | complete |
| | | 1.2 New facilities required eg public toilets adjacent to Glebe Ave and laundry and sullage disposal facilities for campers. | 1.2.1 Details in Masterplan . ie Glebe Ave toilets, Sullage facility and Laundry, Glebe Ave Ticket Gate, Canberra Ave Signage, Horse Stables, Sheep Pens New Amenities, sullage dump and ticket gates complete. | - Showground Management Advisory Committee. | Signage 2016-17 |
| | 2. Well maintained facilities & spaces. | 2.1 Run down and unsafe facilities eg horse stalls, sheep pens, cattlepens and the Grandstand. | <p>2.1.1 Remove cattle yard. complete</p> <p>2.1.2 Construction of new Stable facilities. Details in Masterplan.</p> <p>2.1.3 Horse Stalls - Select section of existing horse stalls to be retained and restored. complete</p> <p>- Demolition of the remainder of the stables. complete - Seek funding for restoration of remaining stables. - Restoration of stables.</p> <p>2.1.4 Sheep Pens - Select one third of existing sheep pens to be retained and restored complete - Demolition and restoration of sheep pens. complete</p> <p>2.1.5 Construct new multi-purpose pavilion with architectural styling to match existing facilities.</p> <p>2.1.6 Refurbish and undergrounding of power supply to and within the Showground allowing for adequate power boxes appropriately located ie for camping area, central arena and other areas where needed. Ensuring that Earth Leakage devices are installed in all power boxes and switchboards. complete</p> <p>2.1.7 Prioritise order in which work is to be carried out based on Conservation Strategy.</p> | <p>- QCC</p> <p>- Showground Management Advisory Committee & QCC</p> <p>- Showground Management Advisory Committee and Heritage Adviser. - QCC - Heritage Advisory Committee - Heritage specialist</p> <p>- Showground Management Advisory Committee and Heritage specialist - Heritage Advisory Committee - Heritage specialist. - Specialist Contractor.</p> <p>- QCC and Showground Management Advisory Committee</p> <p>- Showground Management Advisory Committee..</p> | <p>complete</p> <p>Low priority</p> <p>complete</p> <p>- complete</p> <p>- On receipt of funding</p> <p>complete</p> <p>- complete</p> <p>- Priority as recommended by Showground Management Advisory Committee.</p> <p>- complete</p> |
| | 3. Generate funds to carry out the works required. | 3.1 Funding for maintenance work, proposed upgrading works and new facilities. | <p>Maintenance and upgrading Allocate adequate Showground funds set aside in the Queanbeyan Council Management Plan for priority development and maintenance works</p> <p>3.1.2 Funding from fees paid by users of the Showground.</p> <p>3.1.3 Pursue relevant State and Federal grants, also employment schemes such as work for the dole may provide low cost options. Refer to Plan of Management, Section 9 Resources, for discussion of these issues.</p> | <p>- Recommendations by Showground Management Advisory Committee to the Trust Manager.</p> <p>- Showground Management Advisory Committee with recommendations to the Trust Manager.</p> | <p>Ongoing annually.</p> <p>Ongoing</p> |

Table 3 - Strategy 2: Maintain and enhance the Showground for public recreation

| VALUE TO BE RETAINED | DESIRED OUTCOMES | ISSUES | ACTIONS (OPTIONS) | GROUP/S INVOLVED | TIME FRAME |
|----------------------|--|--|---|--|----------------------------|
| Public Recreation | 1. Well maintained facilities. | 1.1 Rundown facilities eg public toilets, grandstand, bar. | 1.1.1 Refurbish or replace facilities as detailed in Masterplan. 1.1.2 Regular and routine maintenance of new and refurbished facilities. | - As addressed in Strategy 1- 2 - Showground Management Advisory Committee and QCC | |
| | | 1.2 Lack of maintenance of some areas eg trotting track needs regular grading, appropriate mowing regime and regular litter clean up. | 1.2.1 Routine maintenance schedule for all areas of Showground detailing frequency of maintenance and allowing accurate budgeting for all works required. Note; Trotting track removed. Showground on regular maintenance programme | - Parks and Recreation Section | Ongoing |
| | 2. Integration of Showground with city public opens space system. | 2.1 Lack of integration with city public opens space system. | 2.1.1 Install proposed pedestrian link on Farrer Place between the Showground and Queanbeyan Park. (Details contained in Queanbeyan Park Upgrade Plans - 1998). complete 2.1.2 Masterplan to show links with existing carparks adjacent to Showground. complete 2.1.3 Permit informal access to the site and use of the site when the Showground is not fully booked by a tenant. As per Strategy 2. Action 1.9.2. complete | - Environmental Services and Parks and Recreation Section. - Parks and Recreation Section - Showground Management Advisory Committee and QCC | - Completed Ongoing |
| | 3. Potential for development of new facilities to meet future demands for public recreation opportunities. | 3.1 Future development must be consistent with legal requirements for types of use of the Showground. | 3.1.1 As per the <i>Queanbeyan Showground (Variation of Purposes) Act 1995 (NSW)</i> see Attachment A. Repealed. | | Repealed |
| | | 3.2 Future development must be consistent with the existing character of the Showground. | 3.2.1 As per Policy 3.2 Conservation Policy (Cox Architects & O'Keefe 1998, pp 45 - 49) see Attachment B. | | |
| | 4. Multiple use of the site. | 4.1 Public liability insurance. | 4.1.1 Section 7.6 of Management Strategies - Leases, Licences and Permits. This lays out the formal conditions for use of the Showground facilities including insurance requirements. | QCC | In place |
| | | 4.2 Perceived conflict between users. For example between horses and off-lead and on-lead dogs, horses and pedestrians or St Gregory's students. | 4.2.1 Formalise agreement for use of Showground by identified users, setting out conditions. 4.2.2 Provide signage advising conditions of use of the Showground by pedestrians and dog walkers. | See Strategy 2 - 1.9.3 See Strategy 2 - 1.9.2 | Ongoing Ongoing |
| | 5. Promotion of Venue | 5.1 Trotting track should be promoted as a multipurpose exhibition track, not only for trotting. | 5.1.1 Track removed due to de-registration | | |

Table 4 - Strategy 3: conserve and enhance the Showground Aboriginal heritage

| VALUE TO BE RETAINED | DESIRED OUTCOMES | ISSUES | ACTIONS (OPTIONS) | GROUP/S INVOLVED | TIME FRAME |
|----------------------|--|---|---|--|-----------------------------------|
| Aboriginal Heritage | 1. Recognise and preserve the Aboriginal heritage of the Showground. | 1.1 Lack of knowledge of the Aboriginal heritage of the Showground. | 1.1.1 Undertake an archaeological and aboriginal heritage assessment of the Showground and develop Archaeological zoning map. | QCC and Showground Management Advisory Committee | 2014-15 - Complete |
| | | | 1.1.2 Any previously undetected Aboriginal site or relic uncovered or unearthed during any activity at the Showground be reported to the National Parks and Wildlife Service NSW and advice sought or appropriate action. | - Showground Management Advisory Committee and QCC | As required |
| | | | 1.1.3 Every effort should be made to find the shield and other relics and artefacts which were removed from the site. Policy 4.4 of the QSHS. See Attachment B | Showground Management Advisory Committee, Aboriginal Groups, Community Groups and interested individuals. | |
| | | 1.2 Source of funding for such work.. | 1.2.1 Seek funding from State and Federal sources. The Federal Government's Cultural Heritage Projects Program. | - Aboriginal groups, community groups, QCC and Showground Management Advisory Committee. | Upon demand from interest groups. |
| | 2. Aboriginal involvement in any development of the Showground. | 2.1 Incorporate and respect Aboriginal heritage values with the use and function of the Showground. | 2.1.1 Consult with: - the Ngambri Local Aboriginal Land Council, - the Ngunnawal ACT and District Aboriginal Council of Elders Association Inc, and - the Ngunnawal ACT and District Indigenous Peoples Association, prior to any substantial development work on the Showground. Policy 4.2 of the QSHS. See Attachment B | - Showground Management Advisory Committee, QCC and Aboriginal groups. | As required |
| | 3. Increased knowledge and awareness of the Aboriginal heritage of the Showground. | 3.1 Lack of awareness and appreciation of the Aboriginal heritage of the Showground. | 3.1.1 Recognise and commemorate the significance of the site to local Aboriginal community and the wider region. Policy 4.1 of the Queanbeyan Showground Heritage Study (QSHS) See Attachment B | QCC, Showground Management Advisory Committee, Aboriginal Groups, Community Groups and interested individuals. | 1 January 2005 |
| | | | 3.1.2 Enhance and develop a 'living' link between heritage values of the site/local aboriginal land managers and contemporary social values for both indigenous and non-indigenous people. Incorporate indigenous cultural and heritage programs into wider community programs (ie Multi-functional Community Arts Centre. | QCC, Showground Management Advisory Committee, Aboriginal Groups, Community Groups and interested individuals. | Upon demand from interest groups. |

This format looks at splitting Aboriginal Heritage into three areas.

Past - Heritage items and relics from past indigenous cultures.

Present - Current involvement of Aboriginal groups in Showground development.

Future - Recognise and educate Showground users on the past heritage and current indigenous value of the Showground site (and possibly surrounding landscape).

Table 5 - Strategy 4: Conserve and enhance the Showground heritage values - post Aboriginal contact

| VALUE TO BE RETAINED | DESIRED OUTCOMES | ISSUES | ACTIONS (OPTIONS) | GROUP/S INVOLVED | TIME FRAME |
|-----------------------------------|--|--|---|--|--------------------|
| Post Aboriginal contact heritage. | 1. That the Showground be allowed to continue to change to meet the community's needs and that this change be consistent with the purpose of the dedication and guided by the Showground Plan of Management. | 1.1 That the current and future use of the Showground has relevance to current and future community needs. | 1.1.1 Masterplan allows for the current and future development of the Showground while having regard for the heritage of the site. | - QCC and Showground Management Advisory Committee | On going |
| | 2. That existing structures be maintained and conserved as long as is feasible. Policy 3.1 of QSHS. | 2.1 Poor condition of some of the structures. | 2.1.1 Alternatives for retention or removal of structures are provided in Masterplan and detailed in Strategies 1 and 2. 2.1.2 Establish a Conservation Strategy for each structure to be retained. As detailed in Strategy 1 - 2.1.7. complete | - QCC and Showground Management Advisory Committee. - Showground Management Advisory Committee. | complete |
| | 3. That new buildings be permitted provided, through their design, they retain the rural atmosphere of the Showground. | 3.1 Protection of post Aboriginal contact heritage values. | 3.1.1 Design of new structures and buildings would be carried out by an Architect with experience in heritage issues. | - Showground Management Advisory Committee. | As required |
| | 4. The Showground should retain its existing open/informal character in any future development. | 4.1 Avoid extensive hard stand areas or large areas of high quality irrigated turf. With the exception of the Stormwater Retention Basin area. | 4.1.1 This value has been retained in Masterplan. | | |
| | 5. That the Showground should be better interpreted to promote its cultural significance. Policy 3.8 of QSHS. | 5.1 Lack of knowledge of and promotion of the heritage of the Showground | 5.1.1 Incorporation of permanent interpretive throughout the showground | - Historical Society, Heritage Advisory Committee, Community Groups, Showground Management Advisory Committee and interested individuals. - Showground Management Advisory Committee. | Subject to funding |

Table 6 - Strategy 5: Maintain and enhance the Showground for community activities

| VALUE TO BE RETAINED | DESIRED OUTCOMES | ISSUES | ACTIONS (OPTIONS) | GROUP/S INVOLVED | TIME FRAME |
|----------------------|--|--|--|--|---|
| Community usage | 1. Provide safe and appropriate facilities for a wide range of community activities within the purpose of the dedication. | 1.1 Lack of suitable facilities eg office space, meeting space, display space. | 1.1.1 Masterplan allows for future development of community facilities, including new pavilion, with storage space. Also options for development of unused space for alternative, compatible uses. | - Showground Management Advisory Committee - Show Society Office -Friends of the Showground - Community Committee - Community Centre | - Subject to DA approval and funding sources. |
| | | 1.2 Poor condition of existing facilities. | 1.2.1 Addressed in Masterplan Grandstand requires restoration | - QCC & Showground Management Advisory Committee | - Continue to seek grant funding |
| | 2. Provide an appropriate cost structure for use of facilities to allow continued use by community groups but also return some income for the up keep of the Showground. | 2.1 Lack of continuity in charging for use across all user groups. | 2.1.1 Section 7.6 of Management Strategies - Leases, Licenses and Permits. This lays out the formal conditions for use of the Showground facilities and costs. | Parks and Recreation Section | In place |
| | | 2.2 Allow for contribution of volunteer labour for maintenance of facility to offset costs. | 2.2.1 Section 7.6 of Management Strategies - Leases, Licenses and Permits. Agreements can be negotiated in the form of Leases and Licenses which would accommodate such arrangements. | Parks and Recreation Section | In place |
| | | 2.3 Lack of continuity of use of the facility and security of tenure. Modifications have been made to building and money invested in the building to meet the needs of users | 3.2.1 Provide a Lease to ensure security of tenure for regular user groups, allowing for previous investment in the facilities. | - Parks and Recreation Section | Ongoing |

Table 7 - Strategy 6: Maintain and enhance the Showground for profitable/cost effective uses compatible with the dedication

| VALUE TO BE RETAINED | DESIRED OUTCOMES | ISSUES | ACTIONS (OPTIONS) | GROUP/S INVOLVED | TIME FRAME |
|---|--|---|---|--|--|
| Appropriate (within the purpose of the dedication) commercial activities with a focus on cost effective uses that will contribute to the functional and economic viability of the Showground. | 1. Increase the appropriate usage of the Showground with a focus on commercial viability. | 1.1 Public liability insurance. | 1.1.1 Section 7.6 of Management Strategies - Leases, Licenses and Permits. This lays out the formal conditions for use of the Showground facilities including insurance requirements. | QCC | Completed |
| | | 1.2 Lack of appropriate good quality facilities. | 1.2.1 Section 7.6 of Management Strategies - Leases, Licenses and Permits. This lays out the formal conditions for use of the Showground facilities and for investment in existing facilities or development of new facilities by user groups. 1.2.2 Masterplan allows for future development and upgrade of site and facilities. | - Showground Management Advisory Committee - Showground Management Advisory Committee | - Priorities to be recommended by Showground Management Advisory Committee. - Priorities to be recommended by Showground Management Advisory Committee. |
| | 2. Achieve realistic cost recovery from users of the Showground | 2.1 Lack of income to adequately maintain and upgrade the Showground. | 2.1.1 Section 8.5 of Management Strategies - Leases, Licenses and Permits. This lays out the formal conditions for use of the Showground facilities and cost of hiring the facilities which will then be invested back into the Showground. | - Showground Management Advisory Committee and QCC | - On going. |
| | 3. Promotion of the Showground for suitable use in the wider region, targeting economically viable activities. | 3.1 Lack of marketing of the Showground to attract users. | 3.1.1 Investigate the best methods of developing and implementing a promotion program for the Showground. Focus on appropriate uses, which can contribute to the economic viability of the Showground. 3.1.2 Include a representative from the Queanbeyan Businesses on the Showground Management Advisory Committee to undertake promotion and marketing of the Showground. | - Showground Management Advisory Committee and QCC - Showground Management Advisory Committee | - When Showground Management Advisory Committee is formed. - When Showground Management Advisory Committee is formed. |

Table 8 - Strategy 7: Site functionality and landscape issues - Masterplan

| VALUE TO BE RETAINED | DESIRED OUTCOMES | ISSUES | ACTIONS (OPTIONS) | GROUP/S INVOLVED | TIME FRAME |
|--|--|--|--|---|---|
| Site Functionality and Landscape Issues (Including buildings and Structures) | 1. Develop and implement a Masterplan detailing all current and future site development to meet the needs of Showground users. | 1.1 Future of open drainage line along Farrer Place. Closure of stormwater drain is integral part of stormwater retention basin work will be carried out as one project. | 1.1.1 Fill in open drain/ Manaroo Creek and landscape area, recommended option as detailed in Site Masterplan. complete | QCC Engineering Services Division | ASAP when funds are available. May need to Lobby for action. |
| | | 1.2 Lack of clear definition or control of vehicle routes - resulting in surface wear erosion and inability to control usage of areas of the Showground. | 1.2.1 Establish sealed road as per the Masterplan utilising bollards to control use of areas for parking and to limit vehicle access to other areas. complete 1.2.2 Extend sealed road to Poultry shed to eliminate erosion issues due to informal tracks. | QCC | To be programmed in 2017-2021 Delivery Plan |
| | | 1.3 Poor appearance from Farrer Place. | 1.3.1 Addressed in Masterplan. Will be achieved when drain/creek is filled in and existing buildings are replaced. | QCC | On completion of filling in of drain/creek and replacement of existing buildings. complete |
| | | 1.4 Poor condition of existing facilities and structures. | 1.4.1 Maintenance work and/or removal of facilities as per Masterplan and Strategy 2 - 2.1. | Showground Management Advisory Committee | As per Strategy 1 - 2.1 |
| | | 1.5 Poor placement of some existing structures. | 1.5.1 Masterplan shows proposed location of existing structures and placement of new structures. | Showground Management Advisory Committee | Priority for such work to be recommended by Showground Management Advisory Committee complete |
| | | 1.6 Clarify usage of various zones within the Showground to improve useability of the facility. | 1.6.1 Zones set out in Masterplan to be reviewed along with Archaeological zoning map | Showground Management Committee | 2015-16 |
| | | 1.7 Detail fencing, access points to Showground and signage to provide advertising of Showground events. | 1.7.1 Masterplan shows access points and Canberra Ave Signage proposal. Fencing to remain as is. | Showground Management Advisory Committee | High Priority for Canberra Ave Signage |
| | | 1.8 Provide a policy to clarify both formal and informal access to and use of the Showground. | 1.8.1 The Queanbeyan Showground (Variation of Purposes) Act 1995 (NSW) determines the purposes for which the Showground will be used and Section 7.6 of the Plan of Management ie. Showground Management & Administration - Leases, Licences and Permits provides the basis for formal use of the site. 1.8.2 Informal access to and use of the site to be available when the Showground is not fully booked by a tenant. | - Existing - Parks and Recreation Section and Showground Management Advisory Committee | Ongoing |
| | | 1.9 Removal or retention of existing Show Society Office on Farrer Place. | 1.9.1 The hall be retained until a replacement facility such as the proposed multi-functional Community Centre has been funded and is to be constructed. 1.9.2 The office be retained until the replacement office and storage building, as detailed in all the Masterplan is funded and constructed. | Relevant Community Group Showground Management Advisory Committee | complete |
| | | 1.10 Lack of shade and shelter. | 1.10.1 Tree planting details and shelter structures detailed in Masterplan. | Showground Management Advisory Committee | First stage complete, further planting to take part as new facilities are developed. |
| | | 1.11 Lack of lighting for night use of outside areas for example trotting track or central arena. | 1.11.1 Investigate the need for lighting should there be demand. 1.11.2 Investigate options for arena lighting | Showground Management Advisory Committee | - As recommended by Showground Management Advisory Committee. |
| | | 1.12 Retain perimeter fencing and formalise internal fences. | 1.12.1 External fence needs to be retained to allow tenants to charge entry fees. Perimeter fence is also needed to allow the use of the Showground for animal related uses. Internal fences to differentiate different use zones as per Masterplan. | Showground Management Advisory Committee | School dividing fence requires attention |

Table 9 - Strategy 8: Ancillary use of Showground for stormwater retention basin (and associated drainage structures)

| VALUE TO BE RETAINED | DESIRED OUTCOMES | ISSUES | ACTIONS (OPTIONS) | GROUP/S INVOLVED | TIME FRAME |
|---|---|---|---|---|--|
| Storm water retention basin (swrb)* to aid local urban stormwater drainage problems | 1. Safe storm water retention structures. | 1.1 Public safety paramount - for regular and incidental users at all times. | 1.1.1 Analysis of drainage incident and development of Incident Management Plan. Include incident response, identification of hazard zones and high-risk periods. Development of on-site safety procedures including site excavation at (especially at high use times). | QCC (Engineering Services Division), in negotiation with Showground Management Advisory Committee Approval Trust Manager & DLWC | Prior to any development or works. |
| | | 1.2 Advanced design and developed, well-maintained storm water retention structures. | 1.2.1 All structures installed focused on maximum public safety during and after construction. Ensure the storm water retention basin is of high quality and standard and maintained at the level expected by the Trust Manager and Showground users. | QCC (Engineering Services Division), in negotiation with Showground Management Advisory Committee. Approval Trust Manager & DLWC | Prior to any development or works and ongoing. |
| | 2. Minimum to negligible impact on Values 1 to 7. | 2.1 The flooding of the central arena will reduce the suitability of the site for the purpose for which the Showground was dedicated. | 2.1.1 Negotiations between Engineers and Showground Advisory Committee on the dimensions of the drainage structure, ensuring it does not interfere with the current users and intended uses of the area | QCC (Engineering Services Division), in negotiation with Showground Management Advisory Committee. | Prior to any development or works. |
| | | | 2.1.2 Consult with all identified users and in particular the Showground Society on the direct and indirect impacts of the storm water retention basin. Using information from 1.1.1 develop User Strategies to minimise the impact and or compensate users affected by flooding. | QCC (Engineering Services Division), in negotiation with Showground Management Advisory Committee. | Prior to any development or works. |
| | 3. Nil cost impact on the Showground Trust or Showground users. | 3.1 Funding for development construction and maintenance - the storm water retention basin is not part of the purpose of the Showground and is an ancillary use by the Queanbeyan City Council. | 3.1.1 A formal agreement for the use of the Showground by QCC to be drawn up to detail the nature and use of the site. 3.1.2 Investigation to determine the fiscal impact of increased risk to be determined for the Showground, scheduled events and users to identify the proportion of cost/value loss attributed to the swrb. 3.1.3 All costs associated with the design, development, construction and maintenance of the swrb will be the responsibility of QCC as a user and not QCC as Trust Manager. | QCC (Engineering Services Division), in negotiation with Showground Management Advisory Committee. | Prior to any development or works. |

Note*: SWRB = Storm water retention basin and all associated safety and drainage structures and works.

Plans

Plan 1 - Showground Archaeological Zones (Draft)

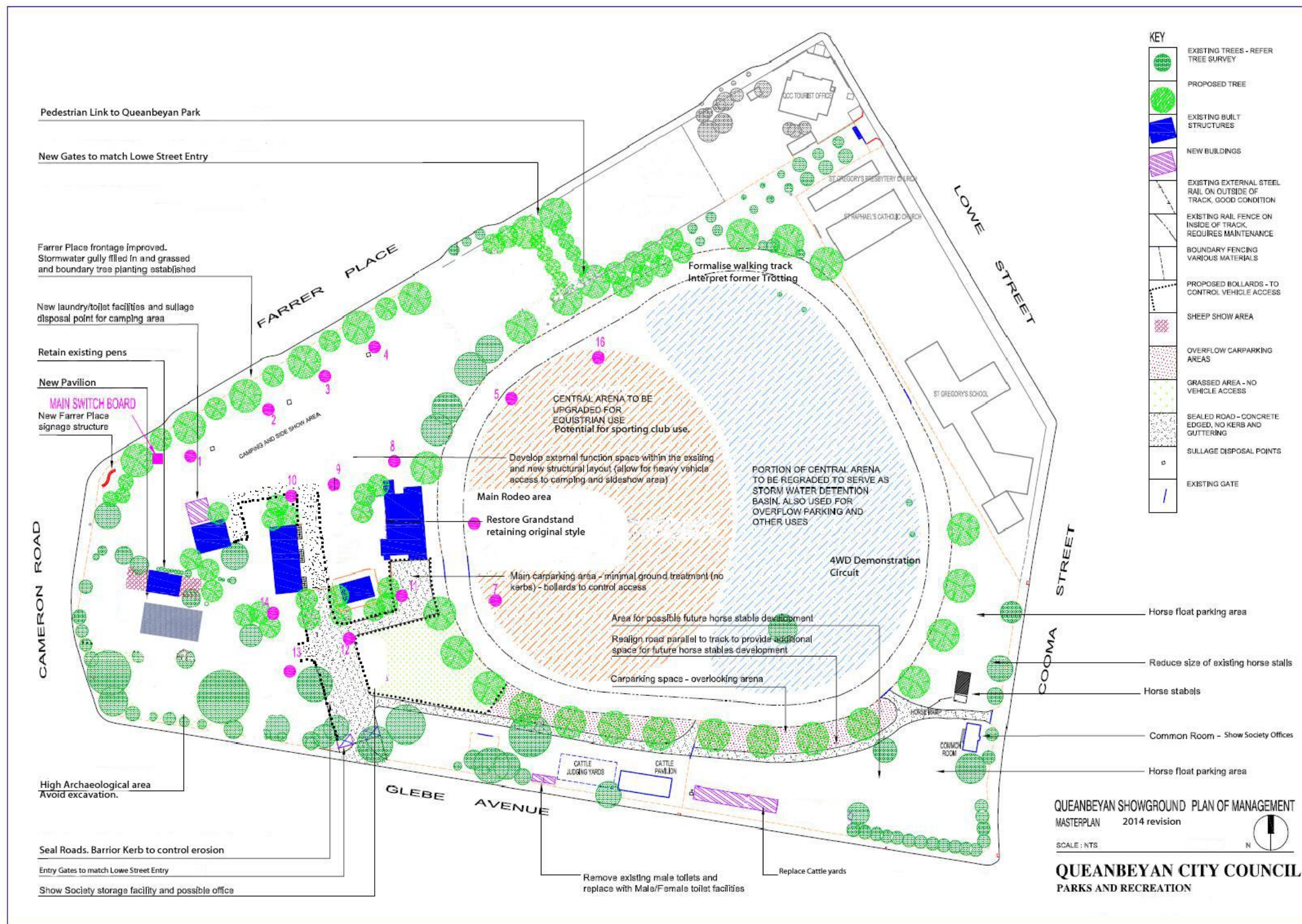
Draft



Figure 6.4 Broad Areas of Archaeological Sensitivity
(Base map: Nearmaps)

Plan of Management - Queanbeyan Showground

Plan 1 - Showground Masterplan



Attachments

Attachment A - Principles of Crown land Management *Crown Lands Act 1989 Part 1 Section 11*

Part 1

11 Principles of Crown land management

For the purposes of this Act, the principles of Crown land management are:

- (a) that environmental protection principles be observed in relation to the management and administration of Crown land,
- (b) that the natural resources of Crown land (including water, soil, flora, fauna and scenic quality) be conserved wherever possible,
- (c) that public use and enjoyment of appropriate Crown land be encouraged,
- (d) that, where appropriate, multiple use of Crown land be encouraged,
- (e) that, where appropriate, Crown land should be used and managed in such a way that both the land and its resources are sustained in perpetuity, and
- (f) that Crown land be occupied, used, sold, leased, licensed or otherwise dealt with in the best interests of the State consistent with the above principles.

Part 5

95 Appointment of corporation to manage reserve trust

- (1) The Minister may, by notification in the Gazette, appoint:
 - (a) a council,
 - (b) a corporation constituted by or under an Act providing for the holding, managing of or dealing with church property, or
 - (c) any other corporation (including the Ministerial Corporation), to manage the affairs of a reserve trust.
- (2) A corporation so appointed has power to accept the appointment and to exercise all the functions of a manager of a reserve trust despite the provisions of the Act by or under which the corporation is constituted.
- (2A) A corporation may be appointed as the manager of a reserve trust for such term as may be specified in the notification of appointment or by any subsequent notification.
- (2B) The term of office of a corporation that has been appointed as the manager of a reserve trust may be extended by the Minister from time to time by a further notification in the Gazette.
- (3) A council may not be appointed to manage a reserve trust if the reserve is wholly or partly within the area of another council, except with the consent of the other council.
- (4) A document is sufficiently executed by a reserve trust managed by a corporation if it is executed under the seal of the corporation instead of the seal of the trust.

98 Application of Local Government Act where a council manages a reserve trust

- (1) If a council is the manager of a reserve trust and the reserve (or the part of the reserve) is a public reserve, the trust has all the functions of a council under the Local Government Act 1993 in relation to public reserves.
- (1A) However, the trust has no power to classify the public reserve or any part of it as operational land under the Local Government Act 1993.
- (2) This Act prevails to the extent of any inconsistency with the Local Government Act 1993 in relation to the public reserve and this section does not authorise a failure to comply with any provision of this Act.
- (3) In this section, **public reserve** has the same meaning as it has in the Local Government Act 1993.

6. CONSERVATION POLICY

6.1 INTRODUCTION

The purpose of the conservation policy is to guide the ongoing protective care of places or items of significance. The Policy should be sufficiently flexible to recognise constraints and requirements, accommodate compatible development and at the same time enable the character and significance of the place to be retained and conserved.

In general, the policy is preceded by information on which policies are based and, where helpful, followed by examples or options which arise from the policies.

6.2. GENERAL

There needs to be a general statement about the acceptance of the statement of significance and that accepted conservation principles should be applied.

Policy 1.1

"The statement of significance and list of items set out in clauses 5.7 and 5.8 should be accepted as one of the bases for guiding the future of the Queanbeyan Showground."

To implement this the Queanbeyan Showground should be included as a heritage item within the Local Environment Plan, in the NSW Heritage Register and reaffirmed within the AHC Register of the National Estate with the endorsement of the statement of significance.

Inclusion in the L.E.P as a Heritage item (in Schedule 1) will afford the protection of Division 3 of the Queanbeyan L.E.P. 1991.

A copy of the report shall be forwarded to the Cultural Heritage Unit Manager NSW NPWS Southern Zone as required by the NSW NPWS.

Policy 1.2

"The future conservation of the Queanbeyan Showground be carried out in accordance with the principles of the Australian ICOMOS including the Charter for the Conservation of Places of Cultural Significance (Burra Charter)"

These documents are the nationally accepted principles to guide conservation of places of significance. It recognises the need for experienced conservation practitioners to assist in the future protective care of the place.

Policy 1.3

"The policies and recommendations included in the report should be endorsed as a guide for the future planning and control of the Queanbeyan Showground."

For the ongoing protective care of any heritage asset there needs to be an accepted position which guides the future of the place. We believe this report achieves this and therefore its endorsement by Council and Heritage.

Authorities will provide the solid base to move forward with confidence.

6.3. FUTURE USE OF THE PLACE

The significance of the place includes its cultural landscape qualities, the recreational and Showground functions and importance to Aboriginal people.

Policy 2.1

"The Queanbeyan Showground as it currently exists should continue as a recreational and show facility for the community."

This means that additional subdivision or sale of parts of the site for new uses should be prevented. Uses which are not associated with community recreational and show activities should also be prevented.

This is also consistent with clause 4(2) of the *Queanbeyan Showground (Variation of Purposes) Bi11 1995*.

A multitude of recreational activities in an informal open space should be encouraged to continue.

The traditional uses of the facilities such as dancing/ballet in the hall under the Main Grandstand should be encouraged to continue.

The trotting track should be retained within the Showground and used as far as possible. Retention of the track as it currently exists is the preferred option.

The plan of management for the show ground should reflect these requirements.

While the site should remain as Zone 6(a) Open Space, development controls on the site must be consistent with the heritage significance of the site as defined in this report.

Policy 2.2

"Places adjacent to the Showground but within the street boundaries can be redeveloped as is required."

This includes land occupied by the Catholic Church, which has a long history adjacent to the site, and its continued use as deemed necessary by the Catholic Church is supported. These sites can be used as desired but expansion of the places adjacent to the Showground into the Showground is not supported.

The area along Farrer Place has always maintained a community use and this should continue. Upgrading the area to reinforce the Showground is also recommended.

6.4. SITE CONSERVATION

The site has been one of constant change over its life and further change to meet the community's needs within the other policies in this report should be permitted. However, any change needs to be consistent with the qualities that make the existing facility important. Continuation of the maintenance and protective care of all existing structures is essential.

Policy 3.1

"Existing structures to be maintained and conserved as long as is feasible."

This means regular and ongoing maintenance of all structures, careful replacement of deteriorated sections with traditional/compatible/sympathetic material so that the existing structures can be used for their traditional and current use for as long as possible. The maintenance undertaken for the 1997 Show illustrates the benefit of such work. Repainting painted areas in original colours as determined on site.

Policy 3.2

"New buildings are permitted provided they retain a rural atmosphere and are utilitarian."

Additional buildings as required for recreational or show requirements should be permitted. The design of the buildings should use basic materials such as timber, steel and corrugated metal and be simply designed and preferably single storey. The location of facilities should respect or complement the traditional uses of parts of the site for particular purposes and functions usually associated with animals and illustrated by the current location of facilities. This includes recognition of the Showmens Guild area (or side show area) within the Showground.

Policy 3.3

"Individual items of considerable or some significance as per clause 5.8 should be retained and appropriately conserved. "

The Collett gates in Lowe Street should be regularly maintained. All structures to be regularly maintained.

Policy 3.4

"Fences can either be retained or replaced with an earlier type."

Historically, the frontages along Glebe Avenue and Cameron Road were five foot paling fences which provided visual and physical separation. Reinstatement of a similar paling fence or retention of the existing is acceptable. The affected community and Council should be the decision maker in any proposed change. The steel picket fence along Farrer Place are not supported. The fences around the arena and trotting track should ideally be returned to earlier details with a greater use of timber to reinforce the traditional uses of the site.

Policy 3.5

"Landscape should retain the existing open qualities with remnant planting."

Extensive planting of trees and shrubs on the verge and boundary are not supported. The current practice to extensively plant along the boundaries should be discontinued and existing planting reused when the opportunity exists. Management of any of the existing Eucalypts or Pinus radiata is essential with replacement with similar type as necessary. The transparency qualities of the Showgrounds as seen from the adjoining streets to be retained by minimizing new plantings. The landscape, including paving, adjacent to the Collett gates is unfortunate in that it has been done in isolation and away from its historical context. At some future time this could be reviewed, particularly in the context of an overall planting program.

Policy 3.6

"Upgrade landscape in areas of poorer quality to reinforce the significance of the area."

The landscape around the buildings along Farrer Place needs to be revised to improve the quality of the area and reinforce the significance of the Showground.

The creek requires reshaping to prevent erosion and unwanted adventitious vegetation should be removed to ensure general safety. The creek should remain open as a recognition of the history of the creek.

Policy 3.7

"Surfaces should retain the general rural character."

This means extensive hard standing or large high quality playing surfaces should not be encouraged. Dry hard grass is preferred to highly irrigated ovals on grassed areas.

An open character of the site should be maintained so that no area of the site becomes a clutter of buildings. The low intensity use of the site should be continued.

Policy 3.8

"The site should be better interpreted to promote its significance."

This could include appropriate plaques, photographs and maps displayed around the site so that there is a greater awareness of its significance and importance within the community.

The retention and continued use of the trotting track for trotting and in its current location should be encouraged.

6.5. ABORIGINAL SIGNIFICANCE

The significance of the site for Aboriginal people has largely been ignored. An opportunity exists to acknowledge this significance.

Policy 4.1

"The significance of the site to the local Ngunnawal community and the wider region be recognised and commemorated. The appropriate form be developed in consultation with the Ngunnawal Local Aboriginal Land Council, the Ngunnawal ACT and District Aboriginal Council of Elders Association Incorporated and the Ngunnawal ACT and District Indigenous Peoples Association."

This may take a number of forms and should be left for the consultation process to resolve.

Plan of Management - Queanbeyan Showground

Policy 4.2

"Consultation with Ngunnawal Local Aboriginal Land Council, the Ngunnawal ACT and District Aboriginal Council of Elders Association Incorporated and the Ngunnawal ACT and District Indigenous Peoples Association be undertaken prior to any substantial development work on the Showground."

Policy 4.3

"Any previously undetected Aboriginal site or relic uncovered or unearthed during any activity at the Showground be reported to NPWS and advice sought or appropriate action."

Policy 4.4

"Every effort should be made to find the shield and other relics and artefacts which were removed from the site."

These are of importance to the site and, if found, would be of great significance and could be used to interpret and promote the significance of the site to Aboriginal people.

Official efforts should be made to determine the fate of the Aboriginal skeleton unearthed near the Showground in 1935. (Enquiries to date suggest that it went to the Australian Museum, but we have yet to have this confirmed.)

Plan of Management - Queanbeyan Showground

Attachment C - Extracts from the NSW Heritage Register

Statement of significance:

The Queanbeyan Showground site is of strong cultural significance to the Aboriginal community. Historically the site is of value as a traditional camping and ceremonial place that was in use before and after European settlement. In the 19th century the site also became associated with gatherings of Aboriginal people for the annual government blanket distribution. The place has research potential as demonstrated in previous archaeological finds on the site. Aboriginal burials are also associated with the place. The showground site is a rare example of a place where large annual gatherings were held involving Aboriginal groups from surrounding districts and as far afield as the coast, the lower Lachlan and the Murrumbidgee Rivers. The cultural significance of these events continues to this day with the Aboriginal community demonstrating a strong connection to the place.

The showground is valued by the Queanbeyan community for its social and cultural associations having been used over a long period for agricultural shows and a variety of recreational uses. The showground has historic and aesthetic significance at a local level.

Date significance updated: 14 Oct 11

Note: There are incomplete details for a number of items listed in NSW. The Heritage Branch intends to develop or upgrade statements of significance and other information for these items as resources become available.

Historic themes

| Australian theme (abbrev) | New South Wales theme | Local theme |
|--|---|---|
| 2. Peopling-Peopling the continent | Aboriginal cultures and interactions with other cultures-Activities associated with maintaining, developing, experiencing and remembering Aboriginal cultural identities and practices, past and present. | All nations - sites evidencing occupation- |
| 2. Peopling-Peopling the continent | Aboriginal cultures and interactions with other cultures-Activities associated with maintaining, developing, experiencing and remembering Aboriginal cultural identities and practices, past and present. | All Nations - Maintaining Aboriginal communities- |
| 2. Peopling-Peopling the continent | Aboriginal cultures and interactions with other cultures-Activities associated with maintaining, developing, experiencing and remembering Aboriginal cultural identities and practices, past and present. | Aboriginal Culture- |
| 4. Settlement-Building settlements, towns and cities | Towns, suburbs and villages-Activities associated with creating, planning and managing urban functions, landscapes and lifestyles in towns, suburbs and villages | Cultural Social and religious life- |
| 8. Culture-Developing cultural institutions and ways of life | Leisure-Activities associated with recreation and relaxation | Showground- |

Plan of Management - Queanbeyan Showground

Management and Maintenance Procedures /Exemptions

| Section of act | Description | Title | Comments | Action date |
|----------------|-------------------------|---|---|-------------|
| 57(2) | Exemption to allow work | Standard Exemptions | <p>SCHEDULE OF STANDARD EXEMPTIONS HERITAGE ACT 1977 Notice of Order Under Section 57 (2) of the Heritage Act 1977</p> <p>I, the Minister for Planning, pursuant to subsection 57(2) of the Heritage Act 1977, on the recommendation of the Heritage Council of New South Wales, do by this Order:</p> <ol style="list-style-type: none"> 1. revoke the Schedule of Exemptions to subsection 57(1) of the Heritage Act made under subsection 57(2) and published in the Government Gazette on 22 February 2008; and 2. grant standard exemptions from subsection 57(1) of the Heritage Act 1977, described in the Schedule attached. <p>FRANK SARTOR Minister for Planning Sydney, 11 July 2008</p> <p>To view the schedule click on the Standard Exemptions for Works Requiring Heritage Council Approval link below.</p> | Mar 15 2013 |
| 57(2) | Exemption to allow work | Heritage Act - Site Specific Exemptions | <p>HERITAGE ACT 1977</p> <p>ORDER UNDER SECTION 57(2) TO GRANT SITE SPECIFIC EXEMPTIONS FROM APPROVAL</p> <p>Queanbeyan Showground</p> <p>SHR No. 1890</p> <p>I, the Minister for Heritage, on the recommendation of the Heritage Council of New South Wales, in pursuance of section 57(2) of the Heritage Act 1977, do, by this my order, grant an exemption from section 57(1) of that Act in respect of the engaging in or carrying out of any activities described in Schedule C by the [owner, mortgagee or lessee of the land] described in Schedule B on the item described in Schedule A.</p> <p>The Hon Robyn Parker, MP. Minister for Heritage</p> <p>Sydney, 3rd Day of September 2012</p> <p>SCHEDULE A</p> <p>The item known as the Queanbeyan Showground, situated on the land described in Schedule B</p> <p>SCHEDULE B</p> <p>All those pieces or parcels of land known as Lot 6 DP 1116082 and Lots 1 to 24 of DP13963 and Lot 4 Section 56 of Deposited Plan 758862 in Queanbeyan, County of Murray shown on the plan catalogued HC 2478 in the office of the Heritage Council of New South Wales.</p> <p>SCHEDULE C</p> | Mar 15 2013 |

Plan of Management - Queanbeyan Showground

| Section of act | Description | Title | Comments | Action date |
|----------------|-------------------------|---|---|-------------|
| | | | <p>All Standard Exemptions</p> <p>Existing approved permits under the National Parks and Wildlife Act</p> <p>All works and activities in accordance with a current and valid consent from the Office of Environment and Heritage in force at the date of gazettal for listing Queanbeyan Showground on the State Heritage Register.</p> <p>A Plan of Management approved by the Heritage Council</p> <p>All works and activities specified in detail in accordance with a current and valid Plan of Management that has been adopted by the Heritage Council of NSW.</p> <p>Excavation or disturbance of land within precincts identified in an endorsed NSW Heritage Council Archaeological Zoning Plan</p> <p>Excavation or disturbance of land within precincts identified in an endorsed NSW Heritage Council Archaeological Zoning Plan as having no or low archaeological potential provided;</p> <p>the works are undertaken in accordance with the recommendations of the Heritage Council endorsed Archaeological Zoning Plan;</p> <p>there are no associated works that require consent of the Chief Executive Officer of the Office of Environment and Heritage under the National Parks and Wildlife Act 1974; and</p> <p>The Director of the Heritage Branch has been notified in writing of the works proposed to be undertaken under this exemption prior to commencement of works and the Director has provided written confirmation that the works are exempt.</p> <p>Ploughing or scarifying of main arena</p> <p>The periodic of ploughing and scarifying of the main arena, where such activities has previously occurred over a number of years.</p> <p>Temporary uses, buildings and structures;</p> <p>Temporary uses, buildings and structures (being for a period of two months or less) associated with Queanbeyan Show, festivals, minor and major events, markets, carnivals, outdoor cinemas, interactive video screens, street performers, entertainment, recreation and leisure activities, information booths, merchandising, food and beverage outlets, trade shows, exhibitions, public meetings and emergency accommodation where these do not cause disturbance of the land.</p> <p>Utilities</p> <p>Maintenance of existing utilities and other similar services (such as above or below ground telecommunications, electrical infrastructure, water or sewerage pipelines).</p> <p>Signage</p> <p>Signage for the purposes of event promotions, directional and identification signage, building identification signage, visitor way finding and signage for interpretative purposes.</p> <p>Maintenance</p> <p>Maintenance and upgrading of non-significant fabric where non-significant fabric includes:</p> <p>All existing buildings and structures;</p> <p>Fences and poles; and</p> <p>Trees, shrubs and gardens.</p> | |
| 57(2) | Exemption to allow work | Heritage Act - Site Specific Exemptions | <p>HERITAGE ACT 1977</p> <p>ORDER UNDER SECTION 57(2) TO GRANT SITE SPECIFIC EXEMPTIONS FROM APPROVAL</p> <p>Queanbeyan Showground</p> <p>SHR No. 1890</p> <p>I, the Minister for Heritage, on the recommendation of the Heritage Council of New South Wales, in pursuance of section 57(2) of the Heritage Act 1977, do, by this my order, grant an exemption from section 57(1) of that Act in respect of the engaging in or carrying out of any activities described in Schedule C by the [owner, mortgagee</p> | Mar 15 2013 |

Plan of Management - Queanbeyan Showground

| Section of act | Description | Title | Comments | Action date |
|----------------|-------------|-------|--|-------------|
| | | | <p>or lessee of the land] described in Schedule B on the item described in Schedule A.</p> <p>The Hon Robyn Parker, MP. Minister for Heritage</p> <p>Sydney, 3rd Day of September 2012</p> <p>SCHEDULE A</p> <p>The item known as the Queanbeyan Showground, situated on the land described in Schedule B</p> <p>SCHEDULE B</p> <p>All those pieces or parcels of land known as Lot 6 DP 1116082 and Lots 1 to 24 of DP13963 and Lot 4 Section 56 of Deposited Plan 758862 in Queanbeyan, County of Murray shown on the plan catalogued HC 2478 in the office of the Heritage Council of New South Wales.</p> <p>SCHEDULE C</p> <p>All Standard Exemptions</p> <p>Existing approved permits under the National Parks and Wildlife Act</p> <p>All works and activities in accordance with a current and valid consent from the Office of Environment and Heritage in force at the date of gazettal for listing Queanbeyan Showground on the State Heritage Register.</p> <p>A Plan of Management approved by the Heritage Council</p> <p>All works and activities specified in detail in accordance with a current and valid Plan of Management that has been adopted by the Heritage Council of NSW.</p> <p>Excavation or disturbance of land within precincts identified in an endorsed NSW Heritage Council Archaeological Zoning Plan</p> <p>Excavation or disturbance of land within precincts identified in an endorsed NSW Heritage Council Archaeological Zoning Plan as having no or low archaeological potential provided;</p> <p>the works are undertaken in accordance with the recommendations of the Heritage Council endorsed Archaeological Zoning Plan;</p> <p>there are no associated works that require consent of the Chief Executive Officer of the Office of Environment and Heritage under the National Parks and Wildlife Act 1974; and</p> <p>The Director of the Heritage Branch has been notified in writing of the works proposed to be undertaken under this exemption prior to commencement of works and the Director has provided written confirmation that the works are exempt.</p> <p>Ploughing or scarifying of main arena</p> <p>The periodic of ploughing and scarifying of the main arena, where such activities has previously occurred over a number of years.</p> <p>Temporary uses, buildings and structures;</p> <p>Temporary uses, buildings and structures (being for a period of two months or less) associated with Queanbeyan Show, festivals, minor and major events, markets, carnivals, outdoor cinemas, interactive video screens, street performers, entertainment, recreation and leisure activities, information booths, merchandising, food and beverage outlets, trade shows, exhibitions, public meetings and emergency accommodation where these do not cause disturbance of the land.</p> <p>Utilities</p> <p>Maintenance of existing utilities and other similar services (such as above or below ground telecommunications, electrical infrastructure,</p> | |

Plan of Management - Queanbeyan Showground

| Section of act | Description | Title | Comments | Action date |
|----------------|-------------|-------|---|-------------|
| | | | <p>water or sewerage pipelines).</p> <p>Signage Signage for the purposes of event promotions, directional and identification signage, building identification signage, visitor way finding and signage for interpretative purposes.</p> <p>Maintenance Maintenance and upgrading of non-significant fabric where non-significant fabric includes: All existing buildings and structures; Fences and poles; and Trees, shrubs and gardens.</p> | |

Attachment D - Leasing and licencing of community facilities Queanbeyan Showground

SHOWGROUND POLICY

1. INTRODUCTION

Queanbeyan City Council has developed a Lease and Licence Agreement Policy for all community and user groups that use recreational facilities on Community or Crown Land in Queanbeyan City Council's care and control.

Leases or licences for use of Community Land and Crown Land may only be granted if authorised in a Plan of Management and in accordance with relevant provisions there in. Leasing and Licencing of Community Land is governed by sections 44 to 47 of the *Local Government Act 1993* (NSW) and Crown Land is governed by Part 5 of the *Crown Lands Act 1989* (NSW).

Queanbeyan Showground is Crown Land and it's leasing or licencing is governed by the Plan of Management for the Showground, the *Queanbeyan Showground (Variation of Purpose) Act 1995* (NSW) and by Part 5 of the *Crown Lands Act 1989* (NSW).

2. GOALS

To provide fair and equitable access to Showground facilities. To efficiently manage these facilities and to ensure the optimum use of the facilities.

3. OBJECTIVES

- To ensure that there is fair and equitable access to Showground facilities.
- To set fees and charges for use of Showground facilities at a level which ensures that users make a reasonable contribution to the operating costs of the facilities.
- To ensure an equitable set of fees across like tenancy arrangements.
- To encourage multi-use of the Showground facilities to alleviate the demand for new, single purpose facilities and to ensure optimum use of the existing Showground facilities.
- To ensure the efficient management of Showground facilities.
- To gain broad support for the policy from stakeholders.

Users wishing to obtain a lease or a licence over facilities in the Showground must address the criteria as listed. An application for a lease or licence would be processed by the Queanbeyan Showground Management Advisory Committee and the recommendation of the Committee would then be submitted to the Trust Manager for determination. All leases and licences for longer than 1 year must receive the written consent of the Minister of Land and Water Conservation. Leases of over 5 years must first be advertised in local or state newspapers.

4. TYPES OF AGREEMENTS

4.1 Leases

Leases may be available to provide long term tenancy to users. Leases may be appropriate for users who have a commercial orientation to their operation. The uses must be compatible with the Dedication of the Reserve.

Plan of Management - Queanbeyan Showground

Leases will require the written consent of the Minister of Land and Water Conservation. Leases for longer than 5 years must be advertised in local or state newspapers prior to consent being sort from the Minister.

Users will be required to invest in or have contributed significantly to capital development of a facility and be solely responsible for maintenance of the facility.

Users would be required to pay an annual lease fee to Council.

Leases may be provided for the development of a new facility within the Showground providing the proposal complies with the Plan of Management and is approved by the Queanbeyan Showground Management Advisory Committee, Trust Manager and the Minister.

Granting of such leases must not adversely affect the conduct of the Queanbeyan Show as per the provisions of the *Queanbeyan Showground (Variation of Purposes) Act 1995* (NSW).

The use of such new facilities constructed under a lease agreement would not be required for use by the Queanbeyan Show Society for Show purposes but the operation of the facility may be interrupted during Show time. Sub-leasing of such facilities would require the approval of the Queanbeyan Showground Management Advisory Committee, the Trust Manager and the Minister.

Facilities within the Showground that have multiple users may not be eligible for a lease.

4.2 Licences

Licences may be issued to users requiring short term agreements. Any licence for longer than 1 year requires the written consent of the Minister. A licence would grant a user exclusive use of a Showground facility only during the period booked and would take into account vacation of the facility during the two weeks required for the Queanbeyan Show.

An example of such an arrangement may be the booking of a facility for use every Saturday for a period of three years or the booking of a facility for 2 hours a night on several days of the week for a period of up to five years. The facility would then be available for use by others for the remaining time.

Council would maintain absolute control of all licensed facilities such as facilities maintenance and bookings.

Licence fees are set in Council's Management Plan each year and a copy of the Schedule of Fees and Charges are available from Parks and Recreation Section.

Any hiring of the facility outside of licence agreements must be by application to the Parks and Recreation Section where normal bookings (see Permits below) are taken and appropriate fees paid and insurance documents sighted.

4.3 Permits

Permits are issued where users require short-term use of a facility. Such users would typically be a user who books to use a facility for a function, one-off show or display. Such an example is the Circus who make a booking for the duration of their stay. These users would pay a fee as set out in Council's Management Plan.

Permits may be issued for an individual building, part of the Showground or all of the Showground. The issuing of permits will be dependent on existing leases and licenses as well as the annual Queanbeyan Show.

5. APPLICATION FOR LEASE, LICENCE OR PERMIT

To apply for a lease or licence for an individual facility, part of the Showground or all of the Showground is by application to the Queanbeyan Showground Management Advisory Committee who will make recommendations to the Trust Manager. Such an application would address the criteria as listed in the Leasing and Licencing Policy. It is recommended that users first liaise with Council's Parks and Recreation Manager prior to completing an application for a lease or licence.

Once completed the application must be submitted to the Queanbeyan Showground Management Advisory Committee who will consider the application and make recommendation to the Trust Manager. The Trust Manager will then determine whether a lease or licence shall be granted based on the recommendation from the Queanbeyan Showground Management Committee. If the licence is for longer than 1 year and for all lease applications consent must be sort and received in writing from the Minister of Land and Water Conservation.

To apply for a permit users must fill in the appropriate booking form, pay the appropriate fees and deposits and provide copies of liability insurance through Council's Parks and Recreation Section. This must be carried out prior to use of any Showground facilities. Bookings will be available depending on existing lease or licence agreements.

FEE POLICY

1. OVERVIEW

The Showground Management Advisory Committee will consider the setting of fees and make recommendation to the Trust Manager who will then set the fees for inclusion in Council's Management Plan adopted each year.

This policy details the application of fees and charges for use of the Queanbeyan Showground under a lease, licence or permit agreement. The current fees are stated on the Schedule of Fees and Charges which is available from Parks and Recreation Section.

2. LEASE

Under a lease agreement a user would be granted, through a tendering process exclusive use of a facility or area of the Showground. Users would be required to;

- Contribute or have contributed significantly to the capital development of the facility or area involved in the lease application.
- Show capacity to maintain and clean all grounds and/or associated facilities.
- Pay an annual lease payment comprising an agreed amount between the Trust Manager and the user.

3. LICENCE

Users wishing to gain exclusive use of a facility or area for a set term and for a period of up to 5 years may apply for a licence.

Fees will be set by the Trust Manager and included in Council's Management Plan each year and will include;

- An annual licence fee to include facility hire and if applicable building insurance and electricity costs.
- Key deposit.
- Cleaning deposit.

The current fees are stated on the Schedule of Fees and Charges which is available from Parks and Recreation Section.

4. PERMIT

Users wishing to book Showground facilities for casual use are subject to the fees set by the Trust Manager and included in Council's Management Plan each year. These fees will include;

- A set fee to include facility hire and if applicable building insurance and electricity costs.
- Key deposit.
- Cleaning deposit.

The current fees are stated on the Schedule of Fees and Charges which is available from Parks and Recreation Section.

5. CALL OUT FEES

Users will be charged a call out fee for every after hours non - emergency call out ie unlock / lock facilities, turn lights off etc. This fee is set by the Trust Manager and included in Council's Management Plan and on the current Schedule of Fees and Charges list which is available from Parks and Recreation Section.

6. DEPOSITS

Deposits are required from users for key issue (except under a lease agreement where the user is responsible for security). For license and permit user's a cleaning deposit is also required. These fees are set by the Trust Manager and included in Council's Management Plan and in the current Schedule of Fees and Charges.

Deposits will be returned in the form of a Council cheque on the return of keys and inspection of the facility.

7. FURTHER INFORMATION

Council's Parks and Recreation Section can be contacted on;

Office: 6285 6000

E-Mail council@qcc.nsw.gov.au

LICENCE CONDITIONS

1. OVERVIEW

The XXXX XXXX are situated at XXXX XXXX Queanbeyan, NSW (see attachment showing plan of facility).

The XXXX was/were opened in XXXX and consist of;

- XXXX
- XXXX

Plans for future development include;

Council has identified the following as major stakeholders in the XXXX;

- The Department of Land and Water Conservation
 - Trust Manager
 - Showground Management Advisory Committee (Which included representatives from all the current user groups or stakeholders)
 - Queanbeyan City Council
 - Residents of Queanbeyan
 - Community Groups
 - Schools
 - XXXX Groups
 - XXXX Players
 - Students
 - Local Families
 - Surrounding Communities
- (examples only, complete list with relevant stakeholders)

2. TERMS OF THE LICENCE

Under the Queanbeyan Showground Plan of Management Council may grant a licence to users wishing to obtain exclusive use of a facility or area of the Showground for a period up to five years. The licence will only be applicable during the nominated period and the facility or area would be available for use by other users outside the period booked.

The Trust Manager retains absolute control of all licensed facilities and/or grounds.

Use of a Showground facilities under a licence agreement is subject to the *General Conditions of Use* as listed on the licence agreement and as listed below.

3. EXPERIENCE AND CAPABILITIES

Licensees must specify experience and any intentions or requirements in the ongoing use of the facility at XXXX.

4. INSURANCE

Licensees must provide evidence of public liability insurance for the amount of up to \$20M.

5. ACCESS AND SECURITY

Licencees must ensure that access is available for the use of the facility by its members. The Trust Manager shall not be responsible for providing access or securing the facility while it is operating under a licence agreement. Additional call out charges shall apply for non - emergency call outs as stated in the Parks and Recreation Facilities Fee Policy.

The Trust Manager shall ensure that locks are placed on all access points.

6. FEES AND CHARGES

As determined by the Trust Manager and contained in Council's Management Plan. The current fees are available on the Schedule of Fees and Charges which is available from Parks and Recreation Section.

7. MAINTENANCE AND REPAIR

The Trust Manager shall be responsible for all maintenance and repair of facilities and grounds under a license agreement.

Should maintenance and repair be necessary due to neglect or misuse of facilities or allowing unauthorized use the licensee shall be responsible for all costs associated and be considered in breach of the licence conditions.

8. CLEANING

Users shall be responsible for ensuring all facilities and grounds are clear and free of litter/rubbish with rubbish excess to the bins provided removed.

The Trust Manager shall undertake to ensure all facilities are regularly cleaned and rubbish in bins provided removed.

9. GROUNDS

Users shall ensure that no vehicles with the exception of emergency vehicles are driven on to areas which have restricted access.

Users shall ensure that they are clear of underground services before stakes or the like are driven into the ground.

10. PARKING

Users shall ensure that members and invitees shall park their motor vehicles in the designated parking areas.

11. FURTHER INFORMATION

Initial contact should be made to Council's Parks and Recreation Manager

Office: 62856000
E-Mail: council@qcc.nsw.gov.au

PERMIT CONDITIONS

1. OVERVIEW

Permits are required for bookings for casual use of the Showground or sections or facilities within the Showground. Such bookings would depend on existing lease or licence agreements.

A permit grants permission for users to have sole use of a facility and/or area at the time specified in the permit application form.

Charges are contained in Council's Management Plan. The current fees are available on the Schedule of Fees and Charges which is available from Parks and Recreation Section.

Use of a Showground facilities under a permit agreement is subject to the *General Conditions of Use* as listed on the permit application (which are listed below).

2. FURTHER INFORMATION

Contact should be made with Council's Parks and Recreation Section where application for permits can be made.

Office: 62856000
E-Mail: council@qcc.nsw.gov.au

QUEANBEYAN CITY COUNCIL

PERMIT APPLICATION FORM - FOR SHOWGROUND USE

INSTRUCTIONS TO APPLICANT: Please read conditions of use before completing this form. All forms and attachments need to be lodged at Queanbeyan City Council, Parks and Recreation Section, Seven (7) days before any event. **Fees and Insurance must also be lodged with this form.**

NOTE 1: This permit or authorization card must be presented to an authorised officer of Council on request.

2: The applicant acknowledges the attached conditions of use, the applicant has read and fully understands the terms and conditions, and has agreed to be bound to them.

FOR INFORMATION ON SHOWGROUND FACILITIES CONTACT PARKS AND RECREATION ON 6285 6101

NAME OF ORGANISATIONNAME OF REPRESENTATIVE.....

ADDRESS OF ORGANISATION

POSITION OF REPRESENTATIVE.....

PHONE (AH)PHONE (BH).....

| Facility | Activity | Date From | Date To | Time From | Time To | Day | Fees |
|----------|----------|-----------|---------|-----------|---------|-----|------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

OFFICE USE ONLY

Showground 308.335.0.129 \$
 Key Deposit 308.335.0.115 \$
 Cleaning Deposit 308.335.0.115 \$

TOTAL \$

Date: _____ Receipt No: _____ Amount: \$

Key Issues:

Insurance Document:.....

On behalf of the Organisation listed above, I/We apply for a permit for use of the Showground facilities as indicated, and undertake to comply with the conditions of use if this permit is granted.

Signature: _____ Date: _____

It is hereby agreed on behalf of the Organisation that the Organization shall comply with the following terms and conditions of hire in the event that this application is approved by Queanbeyan City Council.

General conditions of use

The following terms and conditions of hire of Queanbeyan Showground and facilities in the event that this application is approved by the Queanbeyan City Council (hereinafter referred to as Council) are:

- (a) The User shall ensure that the use of the facilities shall be restricted to the time and date referred to above.
- (b) The User shall be responsible for the unlocking and relocking of the facilities and the access gates used.
- (c) The User shall return the keys within 48 hours from the hire when the deposit referred to above shall be refunded by Council to it. In the event that such Key is returned later than 48 hours or is not returned, the deposit shall be forfeited to Council.
- (d) The User shall, at the conclusion of the hiring period, clean the facilities to the satisfaction of Council by no later than 12 noon on the day following the hiring. In the event that such facilities are cleaned to Council's satisfaction and the rubbish taken to the tip then the amount of the cleaning deposit shall be refunded to the user. However, in the event that the facilities are not cleaned to Council's satisfaction nor within the time referred to in this Clause and the rubbish taken to the tip the such deposit shall be forfeited to Council.
- (e) The User shall take out a Public Liability Insurance Policy during the period of the hire of such building/s, such Policy to have a limit of indemnity of at least \$20M in respect of any one claim. The user shall not be entitled to have access to the building/s until evidence satisfactory to Council has been produced that such insurance has been taken out.
- (f) The User shall ensure that its members and invitees shall park their motor vehicles in the designated parking area.
- (g) The User shall be responsible for any damage occasioned to the facilities or any equipment contained therein and owned by Council and shall pay on demand by Council the cost of the reinstatement or replacement of such damage.
- (h) The User shall comply with all notices, orders, by laws, regulations and requirements of the Council and any other governmental or public authority imposing any liability on the user in respect of the use of the facilities.
- (i) The User shall at all times during the use by it of the facilities pursuant to this Agreement keep the Council indemnified against all claims, demands, action, suits, causes of action or suit which may be done or brought against the Council in respect of any matter of things done or omitted to be done on the subject facilities by the user and which act or omission shall cause injury and/or damage to any member of the public or any property whatsoever.
- (j) Notwithstanding anything contained therein the Council reserves the right to withdraw the approval given to the user pursuant to this Agreement at any time and to require the user forthwith cease the use of the facilities subject of this Agreement
- (k) The User shall report to Council all acts of vandalism perpetrated at the facilities used by the user.
- (l) The User shall meet any cost incurred by Council upon non-compliance with any or all of the above mentioned conditions.
- (m) The User acknowledges that the facilities are available for letting to other users, and

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therefore, the user shall observe strictly the times of allocations for the facilities.

- (n) The User shall not be permitted to drive stakes or the like into the ground without the prior approval of Council's Parks Supervisor.
- (o) The User will not permit vehicles to be driven onto restricted areas.