



Ordinary Meeting of Council

AGENDA

14 September 2016

Commencing at 5.30pm

**Council Chambers
253 Crawford Street,
Queanbeyan**

****On-site Inspections****

List any inspections or indicate “Nil”

1 APOLOGIES

2 DISCLOSURES OF INTERESTS

3 CONFIRMATION OF MINUTES

- 3.1 Minutes of the Ordinary Meeting of Council held on 24 August 2016

4 PRESENTATIONS FROM THE GALLERY RELATING TO LISTED ITEMS ON THE AGENDA AND PETITIONS

Brief Overview - Department of Public Works – DA298-2016 – 42 Surveyor Street (Queanbeyan High School) for a Distance Education Centre.

5 MAYORAL MINUTES

Nil

6 NOTICES OF MOTIONS OF RESCISSION

Nil

7 NOTICES OF MOTIONS

Nil

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11 DELEGATES' REPORTS

Nil

12 RESPONSES TO COUNCILLORS' QUESTIONS

Nil

13 COUNCILLORS' QUESTIONS FOR NEXT MEETING

Nil

**14 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED
SESSION 65**

15 REPORTS FOR CLOSED SESSION

Nil

LIST OF ATTACHMENTS –

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

Open Attachments

Item 8.3 2016/17 Bus Shelter Installation Program

Attachment 1 Qcity Transit Bus Stop Locations with Registered User Quantities (Under Separate Cover)

Item 8.5 Rates and Community Donations by the Former Palerang Council

Attachment 1 14 September 2016 - Attachment - Rates and Community Donations by the former Palerang Council (Under Separate Cover)

Item 8.10 Royalla Common s.355 Committee Minutes - 27 July 2016

Attachment 1 Royalla Common Minutes - 27 July 2016 (Under Separate Cover)

Item 8.11 Implementation Advisory Group

Attachment 1 Implementation Advisory Group - Terms of Reference (Under Separate Cover)

Item 8.12 Local Representation Committee Minutes - 15 July 2016

Attachment 1 Minutes LRC Meeting 15 July 2016 (Under Separate Cover)

Item 9.2 Stronger Council Framework

Attachment 1 Stronger Councils Framework - Measures (Under Separate Cover)

Item 10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016

Attachment 1 ESAC - 17 August 2016 - Lot Consolidation - Mt Jerrabomberra (Under Separate Cover)

Attachment 2 ESAC - 17 August 2016 - Googong Recycled Water Fact Sheet (Under Separate Cover)

Attachment 3 ESAC - 17 August 2016 - Bin Signage (Under Separate Cover)

Item 10.5 Report of the Consultative Committee on Aboriginal Issues - 1 September 2016

Attachment 1 Draft Terms of Reference - Consultative Committee on Aboriginal Issues August 2016 (Under Separate Cover)

Closed Attachments

Item 8.1 Wanna Wanna Road Gravel Supply Contract - Tender 01/2017

*Attachment 1 Wanna Wanna Road Gravel Supply Contract -
Tender 01/2017 - Closed Session (Under
Separate Cover)*

Item 8.2 Exemption from Tender - Consolidation of Geospatial System

*Attachment 1 Business Case - Spatial Integration Project (Under
Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 24 August 2016 commencing at 5:30pm.

ATTENDANCE

Administrator: T. Overall (Chair)

Staff: P Tegart, General Manager; P Bascomb, Deputy General Manager; L Gibson, Director Organisational Excellence; M Thompson, Director Development; J Wright, Director of Planning and Environment; G Cunningham, Director of Works and Utilities; P Hansen, Director Assets and Projects; P Spyve, Director Economic and Community; S-J Abigail, Executive Manager Finance and S Taylor, Executive Manager Systems.

Also Present: D McCarthy, Liaison Officer Department of Premier & Cabinet, W Blakey, Management Accountant (Clerk of the Meeting) and H Hone (Minute Secretary).

1. APOLOGIES

No apologies were received.

2. DISCLOSURES OF INTERESTS

157/16

RESOLVED (Overall)

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

Mr Overall declared a Less than Significant Non-Pecuniary Conflict of Interest in regard to Item 8.9. His wife is a member of the St Edmund's College Board. College Hospitality students have long supported HOME in Queanbeyan. The event is a HOME in Queanbeyan organised fundraiser. No further action is required on his part.

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held on 10 August 2016

158/16

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 10 August 2016 be confirmed.

4. PRESENTATIONS FROM THE GALLERY RELATING TO LISTED ITEMS ON THE AGENDA AND PETITIONS

Ms Anne Clarke – Item 8.1 - QPRC Eastern Pools - extension of operating hours.

Mr Chris Gracik – Item 8.2 - Development Application 30-2016 - 181 Gilmore Road - Indoor Recreational Facility (Gym).

Mr Malcolm Leslie – Item 8.3 - Planning Proposal for Jumping Creek.

5. MAYORAL MINUTES**S.1 Stronger Communities Fund applications****RESOLVED (Overall)**

The Administrator resolved that Council extend the application period by four weeks to 23 September 2016, to enable the lodgement of applications by incorporated community organisations and s355 committees for funding up to \$50,000 for eligible projects under the Stronger Communities Fund.

6. NOTICES OF MOTIONS OF RESCISSION

Nil

7. NOTICES OF MOTIONS

Nil

8. DETERMINATION REPORTS**8.1 QPRC Eastern Pools - extension of operating hours****RESOLVED (Overall)**

The Administrator resolved that Council:

1. Extend the season for all three pools at Bungendore, Braidwood and Captains Flat from 28 October 2016 until 28 February 2017 and consultation be undertaken with their communities in respect of their opening hours.
2. Approve the additional \$44,269 expenditure to cover the cost of this extended season, increasing the operating deficit by \$176,000.
3. Approve staff liaising with schools and swimming clubs within these communities to allow them to have access to the pools in addition to these hours, so as not to disrupt their swimming programs.

8.2 Development Application 30-2016 - 181 Gilmore Road - Indoor Recreational Facility (Gym)

161/16

RESOLVED (Overall)

The Administrator resolved:

1. That approval be granted to a variation to Part 2.2.3 of Queanbeyan Development Control Plan 2012 to allow for a total of 17 car parking spaces instead of the required 22 car parking spaces for the following reasons:
 - (a) The likelihood of every member of the gym attending at any one time is highly unlikely and the proposed 17 on site car parking spaces would most likely accommodate the members attending the gym;
 - (b) The peak hours of the gym are before and after those of the businesses in the surrounding industrial area. The off-site car parking would be able to cater for any potential overspill in car parking; and
 - (c) The proposal has generally satisfied the objectives of the relevant control.
2. That development application 30-2016 for an Indoor Recreation Facility (Gym) on Lot 232 DP 10488, No. 181 Gilmore Road, Queanbeyan West be granted conditional approval.

8.3 Planning Proposal for Jumping Creek

162/16

RESOLVED (Overall)

The Administrator resolved that Council forward the draft planning proposal for Jumping Creek to the NSW Department of Planning & Environment requesting a Gateway determination be issued in order to progress the draft plan.

8.4 Additional Council Community Land to be Placed in Various Plans of Management

163/16

RESOLVED (Overall)

The Administrator resolved that Council amend the respective Plans of Management by adding the recently acquired 'community land' as follows:

1. Lot 1 & 2 DP 1215591 – To be placed in PoM – Mount Jerrabomberra. The lots consisted of road closures and acquisition by Council.
2. Lot 1366 DP 1217419 – To be placed in PoM – General Community Use as it is a drainage reserve.

3. Lot 1365 DP 1217419 - To be placed in PoM – General Community Use as it adjoins the above property and is classed as a public reserve.
4. Lot 3 DP 1217396 - To be placed in PoM – Natural Areas (Urban Bush Reserves – Bushland) as this public reserve is a conservation area for the Pink Tailed Worm Lizard.

8.5 QPRC Investment Report - July 2016

164/16

RESOLVED (Overall)

The Administrator resolved that Council:

1. Note the investment income for July 2016 is \$367,679 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$885,299 which is \$238,331 above the year to date budget;
2. Note the investments have been made in accordance with the Local Government Act 1993, the Local Government General Regulations, and Council's proposed investment policy;
3. Adopt the Investment Report for the month of July 2016.

8.6 Amendment to 2016-17 Operational Plan

165/16

RESOLVED (Overall)

The Administrator resolved that Council adopt the amendment to the 2016-17 Operational Plan.

8.7 Procedure for Unsolicited Proposals

166/16

RESOLVED (Overall)

The Administrator resolved that Council adopt the procedure for Unsolicited Proposals.

8.8 Riverside Caravan Park Approval to Operate - Renewal Application No.2051 - 41A Morisset Street, Queanbeyan

167/16

RESOLVED (Overall)

The Administrator resolved that Activity Approval No.2051 for the continued operation of Riverside Caravan Park, 41A Morisset Street, Queanbeyan be granted conditional approval until 28 February 2019 subject to the conditions attached in Schedule 1 and Schedule 2 (Attachment 2) of the Report.

8.9 Request for Financial Assistance - HOME in Queanbeyan and OzHelp

168/16

RESOLVED (Overall)

The Administrator resolved that Council waive the hire fees for the Bicentennial Hall and hire of crockery/cutlery to the value of \$700.

8.10 Request for Legal Assistance - Cowra Shire Council

169/16

RESOLVED (Overall)

The Administrator resolved that:

1. Council take no action in respect of this request.
2. The Queanbeyan-Palerang Regional Council adopt the policy of the former Queanbeyan Council in respect of requests for contributions to legal costs.

8.11 Braidwood Showground Reserve Trust s355 Committee - Annual General Meeting Minutes 26 July 2016

170/16

RESOLVED (Overall)

The Administrator resolved that:

1. The Report of the Annual General Meeting of the Braidwood Showground Reserve Trust s.355 Committee held on 26 July 2016 be received.
2. The following office-bearers of the Braidwood Showground Reserve Trust s.355 Committee for 2016/17 be noted:

- Mrs Trish Young (Chairperson)
- Mr Ken Thomas (Vice-Chairperson)
- Mr Grant Coe (Secretary)
- Mrs Melanie Cochrane (Treasurer)
- Mrs Joan Webb (Publicity Officer)

8.12 Bungendore War Memorial s355 Committee - Minutes

171/16

RESOLVED (Overall)

The Administrator resolved that the minutes of the Committee Meetings of the Bungendore War Memorial s.355 Committee held on 4 February, 3 March and 7 April 2016, be noted.

9. INFORMATION REPORTS**9.1 Formation of Queanbeyan-Palerang Regional Council Audit, Risk and Improvement Committee**

172/16

RESOLVED (Overall)

The Administrator resolved:

1. That the report be received for information.
2. That the Audit Risk and Improvement Committee Charter and Internal Audit Charter be noted.

9.2 Update on Outdoor Dining Structure - 101 Monaro Street

173/16

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

9.3 Local Government Amendment (Governance & Planning) Bill 2016 Overview

174/16

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

9.4 Interim Report - Review of Local Government Rating System

175/16

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

9.5 Report of Site Inspection DA 30-2016 181 Gilmore Road – Indoor Recreation Facility (Gym)

176/16

RESOLVED (Overall)

The Administrator resolved that the report be received for information

10. COMMITTEE REPORTS**10.1 Local Traffic Committee Meeting - 4 August 2016**

177/16

RESOLVED (Overall)

The Administrator resolved that the Report of the Local Traffic Committee held on 4 August 2016 be received and the recommendations contained therein be adopted.

LTC022/16 Under the Roads Act 1993 endorse the road closure of Googong Road from Beltana Avenue to the ACT Border from 7.30am until 5.00pm on Friday 16 September 2016 on the condition that all recommendations made to the event organisers are met.

11. DELEGATES' REPORTS

Nil

12. RESPONSES TO COUNCILLORS' QUESTIONS

Nil

13. COUNCILLORS' QUESTIONS FOR NEXT MEETING

Nil

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

At this stage of the proceedings Mr Overall advised that there was one item on the Agenda that should be dealt with in Closed Session.

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

PRESENTATIONS

No presentations were made.

178/16

RESOLVED (Overall)

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

Item 15.1 New Cemetery Sites

Item 15.1 is confidential in accordance with s10(A) (a) (dii) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors); AND information that would, if disclosed, confer a commercial advantage on a competitor of the council and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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

The meeting returned to Open Sessions by virtue of Resolution No. 180/16 made in Closed Session.

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

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

Item 15.1 New Cemetery Sites

The Administrator resolved that Council formally request the Minister responsible for Crown Lands to transfer Care Control and Management of all Crown Lands making up Site 2, to Queanbeyan-Palerang Regional Council under Part 5 Division 4 of the Crown Lands Act 1989, to allow formal planning process to commence.

At this stage in the proceedings, the time being 6.17pm Mr Overall announced that the Agenda for the meeting had now been completed and declared the meeting closed.

**TIM OVERALL
ADMINISTRATOR
CHAIRPERSON**

ITEM 2 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

DETERMINATION REPORTS

**8.1 Wanna Wanna Road Gravel Supply Contract - Tender 01/2017 (Ref: C16128347;
Author: Hansen/Cooke)**

Summary

Tenders were called for the supply and delivery of 9,200 tonnes of roadbase and quarry materials to be delivered to Wanna Wanna Road for the upcoming reconstruction project to seal the final 2.4km of Wanna Wanna Road.

Recommendation

That Council award Contract No. 01/2017 to Tenderer 3 for the supply and delivery of 9,200 tonnes of roadbase and quarry materials to Wanna Wanna Road.

Background

The works to be completed under the contract include the supply and delivery of approximately 9,100 tonnes of DGB20 and 100 tonnes of 100-150mm Gabion Rock to Wanna Wanna Road, Queanbeyan. The contract includes the supply and delivery of materials to RMS specifications, as requested.

A tender evaluation plan was prepared prior to tenders being received. An evaluation committee was formed comprising Manager Engineering Operations, Senior Engineer Works and Supervisor of Roads and Drainage. The tenders were evaluated by the committee prior to the preparation of the tender evaluation report, in accordance with Council's Procurement Policy and Tender Guidelines.

Council received (4) tenders from various local and regional contractors. The tenderer that best satisfied the selection criteria was found to be Tenderer 2, a conforming tender at a competitive price. Tenderer 2 provided conforming RMS test certificates for the roadbase to be used in the project. The contract works are scheduled for delivery to site between September 2016 and March 2017.

Implications***Legal***

The Local Government Act 1993 requires that tenders be called for contracts in excess of \$150,000. The method was open public advertising.

Policy

The tender for this project has been prepared accordance with Council's Procurement Policy.

Asset

The materials procured under this contract will be used to reconstruct the final 2.4km of Wanna Wanna Road, allowing for a bitumen seal to be applied to the road surface.

**8.1 Wanna Wanna Road Gravel Supply Contract - Tender 01/2017 (Ref: C16128347;
Author: Hansen/Cooke) (Continued)*****Financial***

Council has received a \$2M grant for the reconstruction of Wanna Wanna Road. These grant funds will be used to purchase the gravel and quarry materials required to construct the pavement of the new road.

Program Code	Expense Type	Funding source	Amount
210	Capital	RMS Grant Funds	\$ 221,900

Resources (including staff)

Council staff will undertake the project in-house. Staff will project manage the works and well as undertaking all drainage, vegetation removal, service relocation and boundary adjustment works, with Council construction equipment being utilised to undertake the bulk earthworks and pavement construction.

Integrated Plan

The reconstruction and road sealing of Wanna Wanna Road is included in the 2016/17 Delivery Plan.

Conclusion

The assessment of the tenders found that Tenderer 3 best satisfied the selection criteria to supply and deliver the 9,200 tonnes of roadbase and quarry materials based on the combined criteria of price, capability and risk.

Attachments

Attachment 1 Wanna Wanna Road Gravel Supply Contract - Tender 01/2017 - Closed Session (*Under Separate Cover*) - **CONFIDENTIAL**

DETERMINATION REPORTS

8.2 Exemption from Tender - Consolidation of Geospatial System (Ref: C16130629; Author: Tegart/Taylor)

Summary

Both former Councils of Queanbeyan-Palerang Regional Council used differing Geospatial Information Systems. Both Geospatial systems have been researched and analysed for the system that will sufficiently provide geospatial (mapping) functionality that meets future Queanbeyan-Palerang Regional Council's needs. The Procurement Policy of the former Queanbeyan Council was applied in sourcing vendors for an integrated geospatial system.

Council is requested to approve an exemption in accord with the Local Government Act to utilise an existing contract of one of the former Councils.

The acquisition and implementation of the geospatial systems is one of six enterprise applications under review as a result of the merger over the next two years. Two (2) vendor proposals were received.

Whilst Vendor 2's proposal is an increase of annual expenditure between the two former Councils, research has indicated the significant increase in functionality offsets the increase in expenditure.

Recommendation

- 1 That Council approve the exemption from Tender for upgrading Geospatial Systems under s55 (3) i of the Local Government Act for Vendor 2, for the reasons of:**
 - utilising the existing contracts of Vendor 2 with a former Council of Queanbeyan-Palerang Regional Council and
 - Vendor 2 obtained the highest non-monetary benefit score.
 - 2 That Council approve the proposal from Vendor 2 for upgrading Geospatial Systems**
-

Background

A merged Queanbeyan-Palerang Regional Council requires Geospatial information to be integrated into one platform.

Critical geospatial information is required to manage Council assets and make development and other decisions on property in a timely, efficient and accurate manner. This information should be managed to utilise contemporary cadastre, asset data and imagery and be related to information hosted in enterprise systems (property, rating, assets) and be accessible to users in a desktop, web and a mobile format (in both online and offline modes).

8.2 Exemption from Tender - Consolidation of Geospatial System (Ref: C16130629; Author: Tegart/Taylor) (Continued)

The following table was illustrates the scoring of the vendor proposals by the assessment panel against selection criteria:

<u>Non-Monetary Benefit Detail</u>	<u>Vendor 2</u>	<u>Vendor 1</u>
<u>Improve data management and quality</u> – the Vendor 2 option involves a database/server architecture that allows improved data management and includes tools to ensure data is kept to spatial and attribute standards that are set by the administrator. Data owners can edit their data in the Vendor 2 application keeping information closer to the source of truth.	8	5
<u>Improve information access for end users</u> – the Vendor 2 architecture delivers maps and information more quickly than Vendor 1 It is quicker to turn layers on and off and uses spatial queries to deliver information faster and gives the administrator more control over how the data is presented, enabling better end use. Vendor 2 is published on the browser so is available on desktop and tablet. Vendor 2's product also allows greater publication of metadata so end users can assess the data they are using.	8	6
<u>Enable workforce mobility</u> – Vendor 2 has the Roam application which can be used for field data collection or validation. Vendor 2 also has the collector app which can do the same. Both can be deployed on tablets and be synced back to the main database to maintain data integrity.	8	4
<u>Better integrate spatial and non-spatial (enterprise) information</u> – Vendor 2 can link to thick client and browser based enterprise systems passing identity keys as parameters, this enables the linking between applications. It can also be set up as a map server for enterprise applications to consume the maps.	8	5
Total Option Scores	32	20

Whilst the recurring cost of the Vendor 2 system exceeds the cost of the current system by \$30,410 per annum, this cost is offset by the increased functionality for:

From an administration point of view:

- data can be better modelled,
- more tasks can be automated on the server and a
- More fluent distribution process is made possible.

From a spatial analyst point of view:

- Vendor 2 has a much larger set of tools for data analysis particularly raster and
- 3D analysis meaning improved data quality and
- Better information products.

8.2 Exemption from Tender - Consolidation of Geospatial System (Ref: C16130629; Author: Tegart/Taylor) (Continued)

For end users information:

- Spatial data can be more accessible,
- Data is available through Mobile and web, online and offline,
- Data is integrated with enterprise information, more interactive and better targeted to their needs.

Overall for the organisation;

- improved workflows,
- better communication,
- workforce mobility and
- Improved decision making.

Analysis has demonstrated Vendor 2 provides a better platform than Vendor 1 and subsequent ability to deliver better services to QPRC staff and the broader community.

By utilising the same platform as the former Council, existing skills sets within staff to transfer with greater ease to staff who are inexperienced with the application.

It is recommended that Council upgrade the current licenses for Vendor 2. The database/server architecture, mobility options, data management tools and editing access all allow better data management practices, better user experience, greater control over the presentation of information and keeps data closer to the source of truth (i.e. fewer maintenance interactions between people and systems).

Implications

Legal

Section 55 (3) (i) of the Local Government Act 1993 allows for a contract, due to extenuating circumstances, remoteness of locality, or the unavailability of competitive and reliable tenders, to be determined by resolution (which states the reasons for the decisions) that a satisfactory result would not be achieved by inviting tenders.

Council is requested to approve an exemption in accord with the Act to utilise an existing contract of one of the former Councils.

Financial

Program Code	Expense Type	Funding source	Amount
Systems	Consultancy	Merger grant	\$ \$78,450
Systems	Licence	Annual Recurring Expenditure	\$30,000

Attachments

Attachment 1 Business Case - Spatial Integration Project (*Under Separate Cover*) -
CONFIDENTIAL

DETERMINATION REPORTS

8.3 2016/17 Bus Shelter Installation Program (Ref: C16129012; Author: Hansen/Cooke)**Summary**

Included in the 2016/17 Operational Plan is \$60,000 allocated to the installation of new bus shelters across the former Queanbeyan City Council area. Council has been liaising with Qcity Transit with regards to a bus shelter installation priority list, which has been attached to this report. This report includes the locations of existing bus stops that Qcity Transit recommends bus shelters be installed at, that have been prioritised by the number of registered school students/ travellers at each stop.

Recommendation

- 1. That Council adopt the 2016/17 Bus Shelter Installation Program.**
- 2. That the bus shelter installation priority list provided by Qcity Transit be used to determine an ongoing installation program based on the number of registered users at each bus stop.**

Background

In consultation with Qcity Transit, Council has created an annual bus shelter program for the installation of bus shelters at high usage bus stops in the Queanbeyan area. Qcity Transit has provided Council with an initial recommendation list of bus stops that require bus shelters to be installed, along with the numbers of school students that are currently registered at each of the bus stops.

Below is Qcity Transit initial priority list, detailing the 7 highest priority locations in the Queanbeyan area.

Priority	Location
1	Morisset Street across from Riverside Plaza – expansion of current infrastructure.
2	Cooma Street near Hambly Place
3	Uriarra Road opposite Richard Avenue
4	Stringybark Drive near Applebox Place
5	Halloran Drive near Pannamena Crescent
6	Bicentennial Drive near Jerrabomberra Parkway
7	Bilkurra Street near Garrong Avenue

8.3 2016/17 Bus Shelter Installation Program (Ref: C16129012; Author: Hansen/Cooke) (Continued)

Implications

Legal

The installation of bus shelters in urban areas is dependent on seeking approval from adjacent property owners. In instances where permission for the installation of a bus shelter cannot be obtained, Council may opt to install a concrete pad only.

Asset

The installation of new bus shelters will increase amenity for the travelling public as well as improve the infrastructure available at each of the existing bus stops.

Social / Cultural

The installation of new bus shelters at bus stop locations that do not currently have shelters, will greatly improve the amenity for the travelling public.

Engagement

Council will need to consult with affected property owners prior to installing bus shelters adjacent to their properties. To date, consultation has not commenced.

Financial

A total of \$60,000 has been included in the 2016/17 Operation Plan. These funds will provide for the installation of 4-5 new bus shelters. Council will apply for Country Passenger Transport Infrastructure Grants Scheme (CPTIGS) funding for the 2016/17 financial year. If the application is successful, the CPTIGS application will include bus stop improvements in both the former Queanbeyan area and Palerang areas.

Program Code	Expense Type	Funding source	Amount
215	Capital	Revenue	\$ 30,000
		Grants and Contributions	\$ 30,000

Resources (including staff)

Council staff will install the bus shelters in-house along with the concrete bases and site preparation for the bus shelters to be installed.

Ongoing maintenance will also be completed in-house with existing resources.

**8.3 2016/17 Bus Shelter Installation Program (Ref: C16129012; Author: Hansen/Cooke)
(Continued)**

Integrated Plan

The installation of bus shelters has been included in the 2016/17 Operational Plan.

Conclusion

Having undertaken a consultation process with Qcity Transit, Council has drafted the 2016/17 bus shelter installation program. In conjunction with this, a list of bus stops and their number of registered users has been provided by Qcity Transit, to be used by Council to determine future installation programs based on the number of registered users at each stop. This list has been attached to this report.

Attachments

Attachment 1 Qcity Transit Bus Stop Locations with Registered User Quantities (*Under Separate Cover*)

DETERMINATION REPORTS

8.4 Queens Bridge Project Expression of Interest (Ref: C16131337; Author: Spyve/Manser)

Summary

At the end of 2015 the former Queanbeyan City Council agreed to call for expressions of interest to create a public art mural on the pylons of the Queens Bridge. The EOI closed on 11 July 2016 with seven submission being received. The submissions were presented to Council's Cultural Development and Public Art Advisory Committee for consideration with the Committee recommending Council award the contract to Mr Mike Shankster. This report is seeking Council approval to award the contract.

Recommendation

That Council contract artist Mike Shankster to paint a mural on two pylons of Queens Bridge as outlined in his submission.

Background

In November 2015 Queanbeyan City Council resolved to call for expressions of interest for an artist to create a public art mural on the Trinculo St pylons of the Queens Bridge. An EOI process was undertaken in June-July 2016, with submissions closing on 11 July 2016.

Seven submissions were received. Staff undertook a preliminary assessment of the submissions and evaluated them against seven key criteria:

1. Extent that the proposal meet the key design concepts of the project.
2. Originality and general inventiveness of design.
3. Ability of the design and its creation to engage local residents and visitors to Queanbeyan.
4. Experience of the artist with projects of the same or similar nature and/or demonstrated ability to deliver a high quality outcome.
5. Quality of visual artwork representation and project plan.
6. Demonstrated ability to complete project within the indicative timeframe.
7. Ability to manage the project within budget.

At the end of the assessment process, one submission clearly and strongly met all the identified criteria to a high standard.

The submissions were presented to the Cultural Development and Public Art Advisory Panel for consideration as required under the Public Art Policy of the previous Queanbeyan City Council. Staff made a recommendation based on the assessment process that was subsequently endorsed by the Public Art Panel.

8.4 Queens Bridge Project Expression of Interest (Ref: C16131337; Author: Spyve/Manser) (Continued)

Implications

Policy

The Public Art Policy of the former Queanbeyan City Council requires that any proposed public art work is reviewed and endorsed by the Cultural Development and Public Art Panel prior to its installation or creation. This process was followed for the Queens Bridge Mural.

Asset

As with any piece of public art, there may be ongoing costs associated with managing graffiti or other forms of malicious damage. Consideration of reducing the likelihood of graffiti was included in the design selection. This site is already prone to graffiti, it is believed that the mural and its design will reduce the incidence of graffiti on the site.

Social / Cultural

Creation of a high quality and dynamic mural in this high traffic area will have a positive impact on the amenity of the area and serve to animate and enliven this public space. This mural will complement and build upon the urban renewal work being undertake in Queen Elizabeth Park and along the river front.

Strategic

This project fits with key priorities identified in the former Queanbeyan City Council Community Strategic Plan under:

Theme 1 – Image and Influence, Key Directions 1.4 Enhance the CBD and 1.7 – Create a Place where people choose to live with the Community Strategic Plan

Theme 3 – Culture and Leisure, Key Direction 3.1 – Recognise and conserve Queanbeyan's heritage

Financial

Program Code	Expense Type	Funding source	Amount
3020 – Cultural Development	61129 – Contracts Other	Project budgeted for in 2016/2017	\$ 12,000

8.4 Queens Bridge Project Expression of Interest (Ref: C16131337; Author: Spyve/Manser) (Continued)

Risk Management

Council staff will manage the Queens Bridge Mural project and ensure all risk management and safety requirements are met. The artist is required to provide proof of current public liability and professional indemnity insurance to the value of \$20,000,000 in accordance with Council policies.

Conclusion

An EOI process was undertaken to identify an artist to undertake the Queens Bridge Mural in accordance with the former Queanbeyan City Councils' Purchasing and Public Art policies. Seven submissions were received, of which the submission from Mr Mike Shankster was deemed the strongest and rated most highly by staff and members of the Cultural Development and Public Art Advisory Panel.

It is recommended that Council secure the services of Mike Shankster to complete a mural on two of the pylons of Queens Bridge adjacent to Trinculo St in accordance with his submission.

Attachments

Nil

DETERMINATION REPORTS

8.5 Rates and Community Donations by the Former Palerang Council (Ref: C16132950; Author: Bascomb/Ferguson)

Summary

The former Palerang Council's Donations Policy included an annual grants program for not-for-profit community groups to seek financial assistance on a competitive basis. Council is asked to endorse this program for the current financial year, and to note that the Donations policies of both former Councils are to be reviewed and harmonised for application in 2017/18.

Recommendation**That Council:**

- 1. endorse the donations of water, sewer and waste services charges for 2016/17 to not-for-profit organisations in the former Palerang local government area, as per the attached list; and**
 - 2. note that the Donations policies of the former Queanbeyan City and Palerang Councils will be reviewed and harmonised for applications in 2017/18.**
-

Background

The former Palerang Council's Donations Policy provided for the automatic donation of rates to certain organisations. In addition, the Policy included the following:

Annual Grants Program

- 7.2.6 From time to time, Palerang Council may make funds available under its Annual Grants Program for local not-for-profit community groups and, in some categories, individuals. The aim is to support a wide range of activities that build community capacity, foster social networks and information exchange, facilitate cooperation and build on existing community strengths.
- 7.2.7 Council may determine that the Annual Grants Program for any particular year will be targeted towards particular outcomes, but the emphasis will always be towards supporting the community's aspirations as articulated in the Palerang Community Strategic Plan.
- 7.2.8 Applications will only be considered for one-off expenditure in the financial year in which the costs occur.
- 7.2.9 Applications will be sought through advertising in local media and on Council's website following the allocation of funds, typically through the adoption of Council's Operational Plan in June each year. Applications are to be made on the relevant Annual Grants Program application form, and address all criteria outlined in the Annual Grants Program Guidelines for that year.

8.5 Rates and Community Donations by the Former Palerang Council (Ref: C16132950; Author: Bascomb/Ferguson) (Continued)

In 2014/15, Council wrote to not-for-profit organisations with the following advice:

"Council wishes to continue its commitment to support not-for-profit organisations within Palerang Local Government Area. Council in the past has provided significant financial contributions to selected organisations. This has limited Council's ability to assist other organisations that, from time to time, may have a more urgent need for assistance.

As a consequence Council has recently updated its Donations Policy. The new policy, a copy of which is attached, no longer provides for the automatic donation of an amount equivalent to water, waste and sewerage charges. Council will in future provide a pool of funds and a process for community groups to apply for grants on an annual basis.

Given the delays in finalising the policy, Council has deferred commencement of the policy until 1 July 2015.

Council has paid the 2014/2015 rates, as per the attached noticed, as a donation to your organisation."

Policy

Under the policy, the general rates for the following organisations were automatically donated each year:

- Bungendore Pre-school
- Bungendore CWA
- Bungendore War Memorial Hall
- Braidwood Historical Society (Museum)
- Captains Flat Pre-School
- Braidwood Pre-School
- Braidwood Lions
- Nerriga Progress Association (Community Hall)
- Lodge of Truth (Braidwood)
- Nerriga Craft & Museum Centre Trust
- Lake George Men's Shed Inc

For 2015/16, the above donations equated to a total of \$7,693.41.

Financial

The remainder of the Contributions and Donations vote of \$50,000 in the 2015/16 budget, i.e. \$42,306.59, was allocated to not-for-profit community organisations mainly for water, sewer and waste charges, upon receipt of application. The vast majority of the successful organisations were religious bodies.

The former Palerang Council's 2016/17 budget included an increase in the Contributions and Donations vote from \$50,000 to \$68,000 to repeat the previous donations and to allow for the waiving of DA fees for s.355 committees, as resolved by Council.

The potential donations for 2016/17 are summarised in the attachment.

8.5 Rates and Community Donations by the Former Palerang Council (Ref: C16132950; Author: Bascomb/Ferguson) (Continued)

Conclusion

The donations to not-for-profit organisations in the former Palerang Council area were budgeted for the 2016/17 year. There is a level of anticipation in the community that the donations will be provided again in this financial year.

The former Queanbeyan City Council provided similar donations to organisations in March this year. If Council endorses the program for organisations in the former Palerang local government area, staff could process the general rate donations for the organisations as listed in the policy, and send out a letter and application form for the water, sewer and waste services part of the donations to the organisations that were successful last year.

An amount of \$18,000 should be left in the budget to allow for the potential waiving of DA fees for s.355 committees.

Attachments

Attachment 1 14 September 2016 - Attachment - Rates and Community Donations by the former Palerang Council (*Under Separate Cover*)

DETERMINATION REPORTS

8.6 Request for Financial Assistance - Sids and Kids (Ref: C16132166; Author: Tegar/Simonovski)

Summary

Sids and Kids will be holding their annual "Canberra Takes 2" fundraising event in the Bicentennial Hall. The closing date for the General Donation applications coincided with the amalgamation of their State-based member organisations into the one National service provider and was missed at the time.

Recommendation

That Council waive 50% of the hire fees for the Bicentennial Hall and associated costs to the value of \$1,309.50.

Background

Since 2012 Sids and Kids have raised almost \$100,000 from the "Canberra Takes 2" fundraiser – money which is used to directly provide free bereavement support and safe sleeping education to our region. As a small locally based charity they heavily rely on fundraising events and working closely with the community to ensure they can continue to support families during a very difficult time in their lives.

Financial

Money is set aside each year in the General Donations Scheme for emergency situations and funds are available to cover this amount. The current balance for this account is \$3,730.00 (Allocation – 1-112-2339).

Program Code	Expense Type	Funding source	Amount
10	Donations	General Donations 'Other'	\$ 1,309.50

Attachments

Nil

DETERMINATION REPORTS

8.7 Donation - Schools - Annual Prize Giving Ceremony and Policy (Ref: C16133081; Author: Tegart/Simonovski)

Summary

This report is submitted so that donations can be made to local schools for their Annual Prize Giving Ceremonies to be held at the end of this year. Both former Councils had policies in place for this purpose. Policies of both former Councils are to be reviewed and harmonised for applications in 2017/18.

Recommendation

1. That Council donate an amount of \$100 to schools (as listed below) for the use by the school in meeting the costs of holding their annual speech day/prize giving ceremony or to purchase a book for their Library.
 2. Subject to (1) above, Council amend its policy for the 2017/18 financial year providing an annual donation to the 13 schools in the Queanbeyan-Palerang Regional Council local government area as follows –
 - i. Queanbeyan Public School
 - ii. Queanbeyan East Public School
 - iii. Queanbeyan South Public School
 - iv. Queanbeyan West Public School
 - v. Jerrabomberra Primary School
 - vi. St Gregory's Primary School
 - vii. Karabar High School
 - viii. Queanbeyan High School
 - ix. Anglican School Googong
 - x. Braidwood Central School
 - xi. St Bede's Catholic Primary School
 - xii. Bungendore Primary School
 - xiii. Captains Flat Primary School
 3. The donation be used by the school to recognise academic, sporting and personal achievement in students of the school or to purchase library books if there is no Prize Giving Ceremony.
 4. The school be requested to consider the attendance at the speech day ceremony of the Administrator or his delegate, to present the award.
 5. Provision be made in the 2016/17 budget and subsequent budgets for the donation; and
 6. The policy be amended to reflect the above change prior to the 2017/18 financial year.
-

8.7 Donation - Schools - Annual Prize Giving Ceremony and Policy (Ref: C16133081; Author: Tegart/Simonovski) (Continued)

Background

The Former Queanbeyan City Council resolved to donate to each school in Queanbeyan \$100 for their Prize Giving Ceremonies held annually.

The former Palerang Council resolved to donate to each school in the Palerang shire \$60 for their Prize-Giving Ceremonies held annually or if there was no Ceremony to purchase a book for the School Library.

Implications***Policy***

Council's Policy will be reviewed prior to the 2017/18 financial year.

Financial

A total of \$1,300 will need to be set aside for this financial year.

Program Code	Expense Type	Funding source	Amount
112	Donation	General Donations - Other	\$ 1,300.00

Conclusion

With the merger of both Queanbeyan City and Palerang Councils, it is appropriate that this policy continue for this financial year with the amount of \$100 being made to each school in the new local government area of Queanbeyan-Palerang Regional Council.

Attachments

Nil

DETERMINATION REPORTS**8.8 Request for Financial Assistance - Queanbeyan/Canberra Community Rugby League Knockout (Ref: C16133289; Author: Tegart/Simonovski)**

Summary

Council has received a request from the Queanbeyan/Canberra Community Rugby League Knockout Committee to waive the hire fees of Seiffert Oval on Saturday 17 September 2016.

Recommendation

That Council waive the fees amounting to \$173.00, for the hire of Seiffert Oval for the Queanbeyan/Canberra Community Rugby League Knockout (formally known as the Harold "Crow" Williams Memorial Rugby League Knockout) on 17 September 2016.

Background

Council received a request from the QCCRLK Committee (formally known as the Harold "Crow" Williams Memorial Rugby League Knockout) to waive the hire fees for Seiffert Oval on Saturday 17 September 2016.

This knockout has been held annually and provides an opportunity for visiting communities to come and to share cultures and celebrate the achievement and survival of Aboriginal and Torres Strait Islanders. It has a massive focus on youth development promoting healthy and active lifestyles in order to close the gap on the national health crisis that Aboriginal and Torres Strait Islanders currently face. Local services and community organisations often use this event to network with the community and provide information on where they can receive assistance in education, employment, housing, health and social inclusion.

Implications***Financial***

Funds are set aside each year in the General Donations Scheme for emergency situations and funds are available to cover this amount. The current balance for this account is \$2,420.50 (Allocation – 1-112-2339).

Program Code	Expense Type	Funding source	Amount
10	Donations	General Donations 'Other'	\$ 173.00

Conclusion

This event is considered more than a Rugby League carnival, it is used as a tool to engage with the local community, promote education and social inclusion for the wider community.

Attachments

Nil

DETERMINATION REPORTS

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock)**Summary**

In the urban release area of Googong, provisions were included in the Googong Development Control Plan (DCP) for laneways. At the time of drafting these controls, Council was keen to avoid the amenity and streetscape issues of the laneways that are typically seen in ACT Gungahlin developments. As such the provision of landscaping, avoiding long straight lanes and minimising multitudes of garage doors immediately adjoining the lanes were key controls sought.

The controls also provided a distinction between public and private laneways. This was in response to the original intent for the land at Googong to be community title. Private laneways are the outcome of community title subdivision and operate like the driveways in medium density housing developments. All maintenance landscaping and management of private laneways are the responsibility of the community association. This generally achieves a higher quality of maintenance than would otherwise be achieved by individual owners. Public laneways were intended to provide for garbage servicing and public amenity and are required to be maintained by Council.

To date most laneways approved in the subdivisions at Googong have been private laneways created by Community Title. More recent applications have used the same laneway design with a request for the laneways to be public.

Council believes the standard for public laneways is different and more onerous. This reflects the fact that these will become assets of Council and have the inherent traffic safety and maintenance liabilities to be borne by Council. Currently the DCP and the Development Engineering Specifications do not provide clear guidance on where public laneways are appropriate and in what circumstances. Further clarification is also required on the minimum design standards to ensure that where public laneways are appropriate that their dimensions, geometry and number of lots served is appropriate.

These issues have been raised in recent development applications for small lot housing subdivision where the applicant has used similar designs for a public laneways as have been used in the past for their community title private laneways. The purpose of this report is to seek direction and clarification of where Public Laneways are appropriate and the standards for construction, rather than attempting to deal with the issue on an ad-hoc DA by DA basis. This will provide staff and the developers with a clearer direction so that street layouts and subdivision patterns can be considered at an early stage.

Recommendation

1. **That the *Googong Development Control Plan* and *Googong Engineering Design Specification* be amended to permit public laneways to be located generally only where it is necessary to provide rear vehicular access to lots fronting arterial and/or sub-arterial roads or public reserves where vehicular access from the main frontage is impractical or unachievable.**
2. **That where public laneways are approved they shall be designed and constructed to the following requirements:**
 - a) **Only permitted for laneways servicing 100vpd or less;**
 - b) **Minimum reserve width 8.5m (one way travel) and 10.0m (two way travel);**

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)

- c) Minimum pavement width 4.0m (one way travel) and 5.5m (two way travel);
 - d) Pedestrian path on one side at least 1.2 m wide, separated from road pavement by rollover kerb;
 - e) Minimum verge width:
 - pedestrian path side 2.0m;
 - non pedestrian path side 1.0m;
 - f) Garbage pick-up pads to be provided in the laneway where garbage bins are to be stored in the rear of premises and there is no ability to take them to the front street for collection;
 - g) Vehicular driveways to occupy no greater than 75% of the total frontage to the lane to allow for landscaping / bin pads.
3. That the proposed changes to the Queanbeyan DCP include clarification on the methodology for calculating vehicles per day for small lot (terrace) housing.
4. That the applicant for development applications 90-2016 and 71-2016 be requested to amend these and any future development applications proposing public laneways so that the laneways comply with controls 1 and 2 of this recommendation. Alternatively, the applicants be advised that they have the option of converting the public laneways to private laneways.
-

Background

Googong Township was identified as a future residential development area in the Queanbeyan Land Release Enquiry (2006), the Queanbeyan Residential and Economic Strategy 2031 and the Queanbeyan Local Environmental Study. The land was subsequently rezoned in 2009 for urban development through the Queanbeyan Local Environmental Plan (Googong) 2009.

The Googong Master Plan and Googong Development Control Plan broadly set out development outcomes for the township. The original master planning for the township was based on the fact that the majority of the township would be developed by the major land developer with interests in the area, being Googong Township Proprietary Limited (GTPL).

GTPL's original planning envisaged that a Community Title Scheme would apply to the subdivision of their land holdings. This was subsequently amended to allow standard residential housing to be Torrens Title lots but with small lot housing to be controlled via Community Title.

The township is being developed in 5 residential neighbourhood stages south of Googong Road and 2 rural residential areas (Hamlets) to the north of Googong Road. Each neighbourhood is designed to have a village centre at its core surrounded by land within a 200m radius where additional development is allowed (such as medium density and small lot housing).

The master plan and Council's adopted engineering specifications allow for the use of laneways as a means of vehicular access so as to avoid multiple driveways in the street and to prohibit driveways along the main sub-arterial roads. This is particularly important for small lot housing where vehicular access off the main frontage would otherwise create an unacceptable streetscape of a wall of driveways and garages.

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)

A maximum traffic volume of 100 vehicles per day (vpd) was considered appropriate for public laneways with a minimum reserve width of 7 metres designated in Council's Googong Engineering Design Specification. It was envisaged that private laneways would be utilised for traffic volumes greater than 100 vpd. In addition public laneways are able to provide for garbage vehicles to service bins via the laneway. Garbage vehicles will not access private roads as the construction of the laneways cannot be guaranteed to be adequate to support the vehicle or to have the dimensions and geometry to accommodate the vehicle's manoeuvring.

Neighbourhood 1 directly south of Googong Road is the first area being developed and comprises two sub areas – NH1A & NH1B. NH1A has development approvals for Stages 1 to 6 to create residential lots and a series of Development Lots subject to future development (primarily within the Additional Development areas near the village centre).

Development applications for various Development Lot proposals have been approved by Council in recent times and these have generally consisted of Community Title small lot housing with dwellings fronting the street and garages at the rear accessed via a private laneway (Community Lot). As well, Council has approved a number of public laneways at the rear of Torrens Title lots (e.g. Kittie Lane, Amy Lane and Mimie Lane – see Figure 1 below) that have garbage service via the lane. The constructed laneways have identified concerns in respect of garbage vehicle manoeuvring along a 3m carriageway and Council is reviewing laneway dimensions as part of the structure planning for Neighbourhood 2 which will include the insertion of the Structure plan for this neighbourhood in the Googong DCP.



8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)

Implications***Legal***

Any changes to the provisions relating to laneways will require the amendment of the Googong Development Control Plan and the Googong Engineering Specifications. An amendment to the Googong DCP is currently being considered for the Structure Planning process for NH2 and as such any changes can be incorporated within this process. The nature and discussion of these changes are included in the following policy section of this report.

Policy

The developer has advised of a lack of buyer acceptance for proposed small lot Community Title subdivisions and is seeking Council's acceptance to the provision of public laneways in lieu of private laneways in numerous locations in NH1A and potentially in locations in future neighbourhoods.

Recently, staff were assessing a small lot housing DA 412-2015 at Lot 1210 DP 1210571, being a Development Lot created as part of the NH1A Stage 5 development. For the subject application the traffic volume is 77 vpd, but Council staff were reluctant to recommend acceptance of the laneway due to servicing issues and potential precedent for future laneways within NH1.

The developer requested the provision of an at-grade line-marked pedestrian path in the laneways to facilitate garbage bin transport off the traffic lane but this was considered unacceptable by Council staff as there was no formal separation between the pedestrian path and the travel lane (such as a kerb).

The developer then requested the laneway be dedicated as a public laneway and be delineated as a Shared Zone. The design was submitted to the Local Development Committee for comment as to the appropriateness of utilising a shared zone in such a location. In response to the request for the committee to provide comment on the proposed 'Shared Zone' the Committee advised the following:

1. *The committee did not support the creation of a 'Shared Zone' for the public laneway – concerns were raised regarding garbage collection and bin storage and the laneway being a drive thru passage for traffic which may not be compatible with the speed and design usage of a 'Shared Zone'.*
2. *RMS provided technical guidance on Shared Zones from Speed Zoning Guidelines that they must: Clearly indicate pedestrian priority, be self-enforcing speed environment and have low traffic volumes. Most common use is in commercial, tourist and heritage areas but may also be used in other appropriate situations such as shopping malls.*

As a result staff agreed to review Council's requirements for laneways, both in regard to the Googong DCP and the engineering specification documents. With the NH2 area currently progressing through the Structure Plan stage, it is appropriate that the review be finalised at this point in time.

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)

The Googong DCP currently provides Design Objectives and Controls for laneways. While the controls have generally functioned satisfactorily in laneways behind residential lots, it has become apparent that additional objectives and controls are required to facilitate suitable laneway design associated with small lot housing. In particular the DCP should better stipulate where Council envisages it is likely to accept a public laneway.

At present it can be interpreted that Council does not have objection to the use of public laneways all throughout Googong, which is not the case. The use of public laneways should be limited to areas deemed practical due to other constraints.

In terms of the intended location of public laneways, they were to be limited to the areas within 200m of the neighbourhood centres and the Local Centre and also to areas where direct vehicular access to the major roads was not permitted. This is to be clarified in the Googong Development Control Plan.

A review of Development Controls relating to public laneways and access ways revealed that while the Sydney Growth Centre Development Control Plans for Oran Park, Edmondson Park and North Kellyville specified minimum reserve widths of between 7.0m - 7.8m with a stipulation that there is a minimum width of 8m between garages. This means that while the laneway reserve could be 7m the garages would have to be setback from the boundary. Typically at Googong the garages have a zero setback.

Outside the Growth Centres of Sydney, Wyong and Tweed Shire Development Controls for Laneways require more generous widths. Wyong Development Control plan requires an 11m reserve with 5.5m carriage way with 1.0m verge on one side and 4.5m verge on the other inclusive of a 1.2m footpath. Brisbane City Council also has controls for the design of access ways in community title development where the total reserve width ranges from 10m to 8m.

Given all of the above the Development Engineering staff have reviewed the road design component of the specification in order to establish requirements for a public laneway that provide adequate pedestrian safety, traffic movement, vehicular access to properties, services, utilities and landscaping. It is proposed that the current public laneway requirements be superseded by the following:

- Public laneways generally only to provide rear vehicular access to lots fronting arterial or sub-arterial roads or public reserves where vehicular access from the main frontage is impractical or unachievable;
- Only permitted for laneways servicing 100vpd or less;
- Minimum reserve width 8.5m (one way travel) and 10.0m (two way travel);
- Minimum pavement width 4.0m (one way travel) and 5.5m (two way travel);
- Pedestrian path on one side at least 1.2 m wide, separated from road pavement by rollover kerb;
- Minimum verge width:
 - pedestrian path side minimum 2.0m;
 - non pedestrian path side minimum 1.0m;
- Garbage pick-up pads to be provided in the laneway where garbage bins are to be stored in the rear of premises and there is no ability to take them to the front street for collection;
- Vehicular driveways to occupy no greater than 75% of the total frontage to the lane to allow for landscaping / bin pads.

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)

Concept sketches of the proposed public laneway are indicated below –

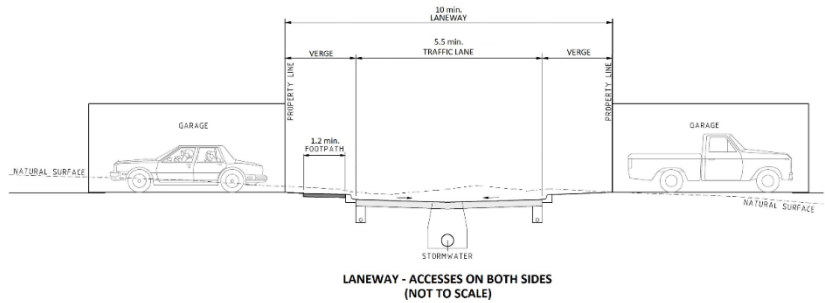


Figure 2

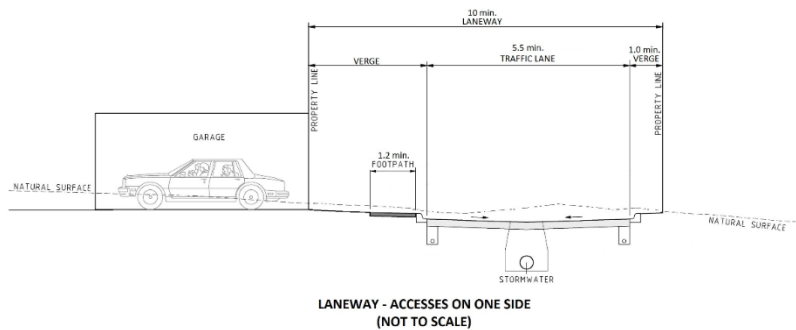


Figure 3

The implications for Development Applications can be illustrated in the two current applications for small lot housing subdivision DA 90-2016 and 71-2016. Both these applications relate to lanes on the south western side of Gorman Drive. Currently both the designs propose minimum laneway widths of 7.0m as shown in Figures 4 and 5 below.

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)



Figure 4

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)



Figure 5

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)

Both these sites are considered appropriate locations for public laneways given their frontage to Gorman Drive the main arterial road through Googong, where direct vehicle access is not permitted. However, the suggested amendments to the dimensions for public laneways will require an additional 3 metres to be added to each of the laneways proposed. This will require the redesign of lot and dwelling designs for both applications. The proposed dimensions are achievable and may reduce the dwelling yield. This has potential to impact on the provision of affordable housing. Notwithstanding this if the developers wish to persist with the proposed design, they have the option of nominating the laneway as a private laneway under community title which will enable the current designs to be kept.

One other issue which causes confusion between the Council and developers is the manner in which the number of vehicles per day are calculated. Presently the calculation for small lot housing treats each building as if it were a separate single dwelling where in fact the type of development is more in keeping with medium density town house style development. The latter has a slightly lower vpd attribution meaning the that the calculation of vehicle movements per day for small lot housing will be less than for the equivalent number of single detached dwellings. Council considers the multiunit attribution is more appropriate and any changes to the DCP should reflect this.

Asset

Any approval for a subdivision that creates a public laneway will result in that laneway becoming an asset of Council. This brings with it a cost in terms of maintenance into the future and management of traffic and safety matters as per other public roads. Council's Infrastructure section must be satisfied with the location, design and construction of these roads as they will become responsible for these assets. Following the recent applications for the laneways to be public laneways, Council's infrastructure section has expressed concerns over the construction, geometry and dimensions of the laneways.

Strategic

Matters relating to the DCP have been outlined under the Policy section. Any amendments to the DCP will involve a public consultation process prior to the amendments being reported to Council for adoption.

Engagement

Public consultation will be undertaken as part of any amendment to the Googong DCP. The developer and members of the public will be able to make submissions on the proposed changes.

Conclusion

The uptake and use of laneways as a method of vehicle access for small lots housing has changed as the subdivision of Neighbourhood 1 has progressed. Instead of the expected private laneways created using the community title scheme which provides for more flexibility in design, the more recent small lot housing subdivisions have requested the use of Public Laneways. Council has been advised by the developers that Torrens title subdivisions are preferred by buyers over community title subdivision. This means that laneways created in a Torrens subdivision must

8.9 Public Laneways for Small Lot Housing at Googong (Ref: C16134275; Author: Thompson/Blacklock) (Continued)

be public road/laneways. This has not met the intent of what was envisaged for laneways within Googong to service lots within the areas surrounding the neighbourhood centres that permitted small lot subdivision. The community title scheme presented to Council originally when the master planning and drafting of the Googong DCP saw the majority of laneways being private. Council cannot stipulate the type of subdivision, be it Torrens, Community or Strata Title where a subdivision complies with minimum lot size requirements under the LEP and as such clarification and guidance on where it is appropriate for Public Laneways is required.

In reviewing other Development Controls relating to public laneways and access ways for areas outside the Growth centres of Sydney, it was revealed that the controls for laneways were similar to those proposed in this report. It is considered that the amendments to the Googong Development Control Plan to require a 10m reserve with footpath is not inconsistent with other regional areas including Wyong Shire. As such it is recommended that Council's *Googong Development Control Plan* and *Googong Engineering Design Specification* be modified to permit the use of public laneways generally only to provide rear vehicular access to lots fronting arterial and/or sub-arterial roads (where garbage delivery is from the rear).

If the propose changes are approved the laneways shall be designed and constructed to the following requirements –

- Public laneways generally only to provide rear vehicular access to lots fronting arterial or sub-arterial roads or public reserves where vehicular access from the main frontage is impractical or unachievable;
- Only permitted for laneways servicing 100vpd or less;
- Minimum reserve width 8.5m (one way travel) and 10.0m (two way travel);
- Minimum pavement width 4.0m (one way travel) and 5.5m (two way travel);
- Pedestrian path on one side at least 1.2 m wide, separated from road pavement by rollover kerb;
- Minimum verge width:
 - pedestrian path side 2.0m;
 - non pedestrian path side 1.0m;
- Garbage pick-up pads to be provided in the laneway where garbage bins are to be stored in the rear of premises and there is no ability to take them to the front street for collection;
- Vehicular driveways to occupy no greater than 75% of the total frontage to the lane to allow for landscaping / bin pads.

Attachments

Nil

DETERMINATION REPORTS

8.10 Royalla Common s.355 Committee Minutes - 27 July 2016 (Ref: C16132978; Author: Bascomb/Ferguson)

Summary

The Royalla Common s.355 Committee has submitted for Council's information the minutes of its meeting held on 27 July 2016.

Recommendation

That Council note the confirmed minutes of the Committee meeting of the Royalla Common s.355 Committee held on 27 July 2016.

Background

The Royalla Common s.355 Committee is an active and productive Committee of Council. It is currently working on the planning and construction of a new community hall.

The attached minutes were confirmed at the Committee's meeting on 24 August 2016.

Implications***Legal***

Section 355 committees are required to submit the minutes of their meetings to Council. Recommendations contained within the minutes may be adopted, amended or not adopted by Council.

Social / Cultural / Economic / Environmental

The Royalla Common s.355 Committee has responsibility for the care, control and management of the Royalla Common, including the area known as Elm Grove. This comprises an area of 12.55ha, identified as Lot 33, DP1037260, Parish of Burra.

The Committee also has delegated authority to coordinate arrangements for the construction of an amenities building on the site.

Financial

The Committee is utilising s.94 monies, grant funding and their own funding to build the new community hall.

Conclusion

It is recommended that Council note the minutes of the meeting of the Royalla Common s.355 Committee held on 27 July 2016.

Attachments

Attachment 1 Royalla Common Minutes - 27 July 2016 (*Under Separate Cover*)

DETERMINATION REPORTS

8.11 Implementation Advisory Group (Ref: C16133303; Author: Bascomb/Ferguson)

Council is required to establish an Implementation Advisory Group (IAG) to provide consolidated advice on the establishment of the new Council and the delivery of the merger Implementation Plan. A draft Terms of Reference has been prepared for adoption.

Recommendation**That Council:**

- 1. Establish the Queanbeyan-Palerang Implementation Advisory Group (IAG)**
 - 2. Appoint the following persons to the IAG**
 - **Mr Tim Overall (Queanbeyan-Palerang Regional Council Administrator)**
 - **Mr Pete Harrison (Chair, Local Representation Committee)**
 - **Mrs Sue Whelan OAM (Member, Local Representation Committee)**
 - **Mr Andrew Cox (Chair, QPRC Audit Risk and Improvement Committee)**
 - 3. Adopt the draft Terms of Reference for the IAG.**
-

Background

The NSW Government's Department of Premier and Cabinet requires newly-amalgamated councils to establish an Implementation Advisory Group (IAG) to assist the Administrator in implementing the new Council. The publication "Governing during change: Guidance for Administrators" provides information and assistance in establishing an IAG.

A draft Terms of Reference for the IAG, based on the Model Terms of Reference, have been drawn up for adoption and are at Attachment 1.

Implications***Statutory***

As per the direction of the NSW Department of Premier and Cabinet.

Risk

The inclusion of the Chair of the QPRC Audit Risk and Improvement Committee on the IAG, and the engagement of the Internal Auditor to have oversight of the transition projects will ensure that any identified risks are addressed and managed appropriately.

Financial

There will be costs in administering the IAG in relation to meeting fees, travel claims and secretariat support, met from the merger grant.

**8.11 Implementation Advisory Group (Ref: C16133303; Author: Bascomb/Ferguson)
(Continued)**

Conclusion

Council is required to establish an Implementation Advisory Group to assist the Administrator in implementing the new Queanbeyan-Palerang Regional Council. It is recommended that the draft IAG Terms of Reference be adopted.

Attachments

Attachment 1 Implementation Advisory Group - Terms of Reference (*Under Separate Cover*)

DETERMINATION REPORTS

8.12 Local Representation Committee Minutes - 15 July 2016 (Ref: C16133224; Author: Bascomb/Ferguson)

Summary

The minutes of the second meeting of the Local Representation Committee (LRC), held on 15 July 2016, are attached for Council's information and endorsement.

Recommendation

That Council:

- 1. note the minutes of the Local Representation Committee's meeting held on 15 July 2016; and**
 - 2. adopt Recommendations LRC 004 - 011/2016 from the meeting held on 15 July 2016.**
-

Background

Council established the LRC following an extensive expression of interest process during May/June 2016. Its inaugural meeting was held on 17 June 2016. Further meetings are currently being scheduled for September.

Implications

Consultation

The LRC members provide an important conduit for community engagement in the newly-amalgamated local government area. They have been appointed Council's delegates on a number of committees and external organisations.

Financial

There are costs in administering the LRC in relation to meeting fees, travel claims and secretariat support.

Conclusion

The minutes of the second meeting of the LRC are attached for Council's endorsement.

Attachments

Attachment 1 Minutes LRC Meeting 15 July 2016 (*Under Separate Cover*)

9.1 Renewal of Lease - Waratah Pre School, 27 Alanbar Street, Queanbeyan (Ref: C16128217); Author: Gibson/Warne

Report

In 2006, Council entered into a 10 year lease with the Queanbeyan & District Pre School Association (QDPA) for the Waratah Pre School site at 27 Alanbar Street, Queanbeyan.

That Lease has an expiry date of 3 September 2016 and contains an option to renew for a further 10 year period.

In April 2016, the QDPA exercised its option to renew the Lease indicating a preference for a Licence Agreement as opposed to a Lease, and indicating a preference for a 5 year term. This will provide the QDPA with consistency of documentation for its two leased preschool sites, being Harris Park Pre School and Waratah Pre School.

A Licence Agreement with a commencement date of 01 October 2016 and expiry date of 30 September 2021 has now been signed by the QDPA and the Council.

The annual licence fee is the amount equivalent to the minimum annual rental/licence fee set by the Minister for Crown Lands, currently \$470 per annum.

This Report has been prepared for the information of the Council.

Recommendation

That the report be received for information.

Attachments

Nil

9.2 Stronger Council Framework (Ref: C16118581); Author: Tegart/Tegart**Report**

The Department of Premier and Cabinet (DPC) has been working with 19 merged NSW councils to develop a performance framework in advance of the September 2017 elections. The Stronger Councils Framework (SPF) proposes five key characteristics of a future-focussed council, supported by a mix of performance measures and indicators.

The 5 key result areas are:

- Strategic capacity
- Outstanding service provision
- Robust community relationships
- Strong performance
- Sound organisational health

Attached is a diagram illustrating the SPF model and a table of the key measures and indicators. A set of mandatory indicators have been established, in addition to several local measures to capture performance information in advance of the 2017 elections. Much of the initial data will be collated by the community and user surveys.

QPRC has been building some alternate models to integrate with its Community Strategic Plan directions.

The merged councils are expected to develop other measures and indicators that are representative of the services and outcomes sought under the former council's community strategic plans, for reporting prior to the election next year.

DPC will be sharing the cost of a community survey across the merged councils to establish a baseline of community perceptions and satisfaction with the merged councils, then repeat the survey before the election. The DPC-led community satisfaction survey will be conducted in early September by JWS Research.

Recommendation

That the report be received for information.

Attachments

Attachment 1 Stronger Councils Framework - Measures (*Under Separate Cover*)

COMMITTEE REPORTS

10.1 Report of the Queanbeyan Sports Council - 8 August 2016 (Ref: C16125536; Author: Hansen/Penman)

Present: Phill Hawke (QSRUFC, Chair), Simon Booth (QJRUFC), Tany Manning (QLSC), Peter Solway (QDSCC), Paul Morshead (QDJCC), Simon France (MPFC), Kelly Lolesio (QNA), David McDonald (BRUFC), Scott Taylor (QTJAFLC), Brad Toone (GAFLC), Malcolm Deasey (QJKRLFC), Peter English (BCSC), Joe Sheridan (QLAC)

Also Present: Tim Geyer (QPRC), Adam Johnston (QPRC), Leigh Penman (QPRC)

The Committee Recommends:

Apologies:

Annette Thomas-Schumacher (JTA), Leigh Kiely (QKSRLFC), Jeremy Wyatt (QBSRLFC), Michael Goiser (QSTAFLC)

1. Newly Formed Queanbeyan-Palerang Regional Council

Tim Geyer explained to the committee that the two former councils Queanbeyan City Council and Palerang council are now one merged council called the Queanbeyan-Palerang Regional Council from the 12th May 2016. The Sports Council will continue with clubs from the previous Palerang council area now also invited. The first part of the new committee is to decide on a chairperson. It was agreed by the committee that this be a rotating chairperson each meeting with Phill Hawke the chairperson for this meeting.

Tim further explained that sporting clubs are still to liaise with the same staff members that they were before the merger. Tim Geyer also explained that Council now has an Administrator the fills the role of all previous councillors and mayors, with a Queanbeyan-Palerang Local Representation Committee made up of 8 former councillors assisting the Administrator. Mr. Jamie Cregan has been appointed to the Sports Council as the Administrators representative.

2. Stronger Communities Fund

Tim Geyer explained to the committee that with the merged council has \$10 million to spend for community assets with \$1 Million of it available for community groups to apply for with a maximum of \$50,000 per project and \$9 million for infrastructure projects put forward by Council. There is an independent committee set up to work through the submissions received and allocate the funds accordingly.

Leigh Penman stated that he has sent a website link to all clubs for the application forms and that they must be completed and submitted by the 26th August 2016.

3. Queanbeyan Sports Expo

General discussion was held regarding the possibility of holding another Queanbeyan Sports Expo in 2017 with success of the 2016 event. Possible venues of Queanbeyan Park, Queen Elizabeth Park and Taylor Park were discussed with the dates either Saturday 18th February or Saturday 25th February, with interested clubs to contact Leigh Penman with preferred date and venue and we will get a group together to discuss the sports expo.

10.1 Report of the Queanbeyan Sports Council - 8 August 2016 (Ref: C16125536; Author: Hansen/Penman) (Continued)

4. Q-One Indoor Sports Centre

Adam Johnston explained to the committee that the indoor sports centre has been resurfaced and now useable by more sports and is a great venue for end of season presentation days as well as any club get-togethers.

5. Sporting Needs Analysis

Tim Geyer explained to the committee about the sports strategic plan Council is developing with a consultant, being Oxygen, contacting clubs in the former Queanbeyan City Council area for a sporting needs analysis survey. For clubs that did not respond to Oxygen, Leigh Penman has been in contact with these clubs to get there information.

Peter English mentioned to the committee that the former Palerang council conducted a similar needs analysis earlier this year. Leigh Penman will follow up and find these responses from the clubs to add to the responses from other clubs.

6. Sport Ground Allocation

General discussion was held regarding sport ground allocation with a major issues seeming to be the lack of facilities in Bungendore. Summer sports are to have booking in to council during September.

Leigh Penman read a letter to the committee from Canberra Rugby League regarding the development of a Googong Rugby League Club from 2017 playing in the junior competition with under 6 and under 8 teams. They will also field a senior men's team in the George Tooke shield, with the teams wanting to use Duncan fields as their home ground. General discussion was held regarding this subject with Monaro Panthers opposing the use of Duncan fields. Will soccer being played there this season and the plan to increase usage for the upcoming seasons, there is concern with over use. It was suggested that Googong Rugby League could play at Queanbeyan grounds until further fields are built in Googong while the club in establishing itself. Leigh Penman to contact Canberra Rugby League regarding this subject.

7. Current and Planned improvements to sporting and recreational needs, including capital works programs and future planning for sportsgrounds.

General discussion was held regarding the planned works program for the 2016-17 financial year.

8. Next Meeting

The next meeting is scheduled for 7 November 2016.

There being no further business, the meeting closed at 7.15pm.

Attachments

Nil

COMMITTEE REPORTS

**10.2 Report of Cultural Development and Public Art Advisory Panel - 16 August 2016
(Ref: C16130936; Author: Spyve/Manser)**

Present: Peter Bray AM (Chair), Helen Musa OAM, Harriette Shwarzrock, Dennis Mortimer, Jo Creswell, Mel George.

Also Present: Geraldine Manser, Manager Community and Cultural Development QPRC.

Apologies: Georgina Perri, Cultural Development Officer QPRC.

Mr P. Bray passed on thanks from the previous chair of the committee, former Queanbeyan City Council Councillor Judith Burfoot. Mrs Burfoot thanked the committee for their valuable contribution and that she had enjoyed her time as chair of the committee.

1. Queens Bridge Mural EOI

The committee reviewed the 7 submissions received for the Queens Bridge Mural project. The committee assessed the merit of the submissions based on the extent to which they met the selection criteria outlined in the Expression of Interest. This included the design brief and thematic requirements, and the experience, capacity and expertise of the artist.

The committee endorsed the submission from Mike Shankster as the highest rated and most suitable submission. Two other submissions were rated as worth further consideration if Mr Shankster was unable to undertake the project. They were from Katrina Collins and Helen Ferguson.

It was suggested that Council staff explore further the proposed colour scheme and the design for the ends of the pylons with the successful artist.

Recommendation (Musa/Creswell)

CDC014/16 That Council engages the services of Mike Shankster to undertake the Queens Bridge Mural project.

2. Next Meeting: 11 October 2016

There being no further business, the meeting closed at 6.05pm.

Attachments

Nil

COMMITTEE REPORTS

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter)**

Present: Mr Jamie Cregan (Chair), Chris Pritzler (Community Representative), Tom Baker (Landcare), Rebecca Murray (Community Representative), Sue Jarvis (Community Representative)

Also Present: Mike Thompson (Director Development), Natasha Abbott (Manager Environment and Health), Jennie Wagner-Gorton (Environment Education Officer), Shlomi Bonet (Environment Education Officer), Georgina Perri (Community & Cultural Development), Rachele Potter (Minute Secretary)

The Committee Recommends:

Apologies:

Mr Cregan submitted an apology for late attendance. Mr Cregan's apology was accepted and leave of absence be granted.

Given that not all members of the Committee were present Mr Thompson assumed the Chair.

1. Impacts of Merger on Advisory Committee

Mr Thompson advised that following the Proclamation of the formation of the new Queanbeyan-Palerang Regional Council on the 13 May 2016, Tim Overall, a sole Administrator, has been appointed. The Administrator has appointed Mr Jamie Cregan to sit on the Committee as his delegate. Mr Thompson noted the workings of committees remain unchanged, aside from the need to reappoint a Chair which will take place when all members are present. Council has resolved that all Committee members' appointments remain until September 2017, at which time all Committees will call for new representatives following the election of a new Council.

Mr Thompson also explained that his new role in the recently adopted Interim Structure is Director, Development and that Mr John Wright has been appointed Director Planning and Strategic. He noted the interim structure is expected to remain in place until a new Council is elected during September 2017.

2. Declarations of Interest

Mr Pritzler advised he had divested himself of his previous interests in the Queanbeyan Riverside Caravan Park and as such believed he had no Declaration of Interest to make in relation to agenda Item 13 – Riverside Caravan Park.

3. Confirmation of Report of previous meeting held on 17 February 2016**Recommendation (Baker/Murray)**

That the Report of the meeting of the Committee held on 17 February 2016 be confirmed.

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter) (Continued)**

4. Queens Bridge Mural

Ms Perri advised that at its meeting of November 2015 Council adopted the following recommendation in relation to the Queens Bridge Mural;

1. *That Council call expressions of interest from local artists to submit concept sketches to create murals on the two pylons of Queens Bridge facing the Trinculo Place walkway.*
2. *That the tender documents encourage that the mural work depict the early history of Queanbeyan, particularly the then main street Macquoid Street and the original bridge spanning the Queanbeyan River.*
3. *The concept sketches be submitted to a meeting of the Cultural Development and Public Arts Advisory Council for consideration.*
4. *Funding be considered for inclusion in the draft 2016-17 Operational Plan.*

Seven Expressions of Interest were received, each of very high standard. The Panel from the Cultural Development and Public Arts Advisory Council considered submissions and have endorsed the design submitted by Mr Mike Shankster. Ms Perri noted Mr Shankster has been responsible for a number of high quality art installations throughout Australia.

It was noted that the Historical Society has seen this design and the indigenous artwork which have been proposed for the new park and are likely to be supportive.

Ms Perri noted works are expected to be completed for the River Festival scheduled for 30 October 2016.

The Committee expressed support of the proposed design with the following additional suggestions:

- Mural to be treated with anti-graffiti application.
- Any proposed lighting to be designed so as to avoid shining on the river surface where it will impact on aquatic fauna.
- The colour pallet for the mural should complement the riparian environment.

Mr Cregan arrived at the meeting.

5. Appointment of Chair

With all members of the Committee now being present Mr Thompson called for nominations for a person to chair the Committee.

Recommendation (Jarvis/Pritzler)

ESA02/16 That Mr Jamie Cregan be appointed as Chair of the Committee.

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter) (Continued)**

6. Queen Elizabeth Park Update - ISCA

Mr Bonet provided an overview on how the assessment of the Queen Elizabeth Park project under the ISCA guidelines affected the design of the project. Some of the sustainable aspects that have subsequently been included in the design and construction phases include the use of solar panels reducing energy demands by 60% and pumping water from the river rather than use potable water from mains.

It is hoped that with the inclusion of the above in the project the Council will be able to achieve an ISCA rating of excellent. The current rating system is:

- Commended - 25 point
- Excellence - 50 points
- Leading - 75 points

Currently only 10 projects in Australia have an excellent rating and none have a leading rating. Council's submission to the awards is due at the end of September. There is a 6 week assessment period followed by an 8-12 week period before Council is notified. Council staff are aiming to present the rating at the Queen Elizabeth Park opening which is scheduled for 3 December 2016 (weather permitting).

Following on from this other projects that could be subject to an ISCA rating were discussed. The proposed new Sewage Treatment Plant will be covered but a question was asked as to whether the Ellerton Drive Extension could be assessed.

Recommendation (Murray/Pritzler)

ESA03/16 That the appropriate staff be contacted to determine if the Ellerton Drive Extension project is suitable to obtain an ISCA rating.

7. Stringybark and Waterfall Signs

Signage for information along Jerrabomberra Creek at the waterfall is being prepared. The Committee members suggested the signage include information on the following:

- Native trees and vegetation
- Jerrabomberra Creek information
- Indigenous history
- Bird life

Planting on offset land at Stringybark reserve which borders the southern edge of Jerrabomberra has taken place with 11,000 grasses, shrubs and trees being planted. Timing was great as the area has since received rain. Landcare are looking to develop a sub-committee of Jerrabomberra and Stringybark Creek Community members to show interest in maintaining the area.

A portion of the adjoining land owned by Ms Carolyn Larcombe has been fenced to keep out feral animals and to form an animal refuge. Ms Larcombe is opening the land on Wednesday, 7 September 2016 – Threatened Species Day with the following.

- Threatened species talk
- Planting
- Tour
- Free Lunch

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter) (Continued)**

Participants must register. It was indicated information could be forwarded to the Committee.

8. Environment and Schools Expo

The Environment and Schools Expo 2016 is scheduled for Friday and Saturday, 28-29 October 2016. The event is scheduled to include;

- Year 3-5 students
- Eden Gorge Theatre Company: Madame Mulch and The Great Fertilizo
- Bournda Environmental Education Centre
- ICON Water
- Capital Fishing
- Wildcare

This year's event is being supported by Bournda Environmental Education and ICON Water. The schools component will be comprised of three sessions of individual activities. More schools have been invited, four extra from last year as a result of the recent Council merger. Ms Wagner-Gorton indicated budget and time does not allow for inclusion of ACT schools.

Schools have been asked to create a poster or display of sustainability efforts implemented at their school to be presented at the River Expo. This is now an annual competition in conjunction with the Enviro Expo at the River Festival.

The Enviro Expo and River Festival is scheduled to include;

- Sustainable fishing display
- Invasive species
- Fishing to be sustainable
- Platypus mascot visit
- Boat races on the river – in support of the Cancer Council
- Other water activities
- Waterballs in the sensory garden
- Various community environmental groups including Queanbeyan Landcare and Queanbeyan Sustainability Group

Mrs Abbott congratulated Ms Wagner-Gorton on preparing a varied and interesting program.

9. Rabbit Control – Queanbeyan

Mrs Abbott advised that the Golf Club had approached Council with concerns about rabbit numbers and impacts this was having on damage to greens and fairways. They have sought Council assistance as much of the rabbit habitat is located on the narrow Council reserve that separates the golf course from the river.

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter) (Continued)**

Council investigated options of control. Ripping burrows is usually effective however the sandy banks of the river would erode. Fumigation was not an option as there was concern that burrows might link to platypus burrows. Shooting has also been ruled out as the Police have raised concerns of disturbance to nearby residences.

Poison seems the only solution. Council are seeking quotations. Local Land Services have recommended a reliable contractor.

During September runs of 1m x 30m are due to be set up. The runs are caged and will be laid with feed, to encourage rabbits. Following this carrots poisoned with Pindone, which is not rabbit specific will be laid. Caution will need to be taken to protect kangaroos and wombats.

The baiting program is due to commence after the two week free feeding – which is programmed to start on 22 September 2016. A media release is planned prior to commencement of poisoning.

Three signs have been prepared and will be displayed in conjunction with letters to neighbouring residents and advertisements to inform the community of the project. Council are working to ensure the project is carried out safely.

Some rabbits will be caught and tested by the CSIRO for antibodies to the Calici virus. If none found the virus will be released as a follow up control. This will be at several locations along the River and at Bicentennial Park. Council have also received reports of high rabbit numbers near the railway bridge. Council is aware of a new virus being released in March 2017.

There may be negative feedback from some sections of the community given the poison is an anti-coagulant and not a pleasant death for rabbits.

It was noted that Vitamin K is available from the vets if dogs or domestic rabbits are impacted by the baiting program.

10. Lake Jerrabomberra

Dredging work has commenced. 1000m³ of sediment has been removed from Lake Jerrabomberra. The sludge material removed from the lake was pumped through dewatering bags which allow water to escape but trap the sediment.

Council are now waiting for bags to dry out to determine how much material has been pulled from the Lake. Council is planning to engage a consultant to undertake sampling at the end of September to determine if the sediment contains any potential contaminants. This will be required prior to removal of approximately 60 truckloads of sludge. Suitable locations for disposal of waste are being considered including Hoover Road, where a sinkhole has recently emerged.

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter) (Continued)**

Current plan is to wrap the project up towards the end of September. The longer the bags are left the more materials will break down. Approximately \$80,000 has been set for this project from last year's budget. \$70,000 has been used for dredging to date. Testing is expected to cost approximately \$6,000. Additional costs are expected for trucks to dispose of materials.

Mrs Abbott advised the Council Engineers have advised not to install aerators due to high infrastructure maintenance cost. No further action has been taken at this time. Mr Cregan requested further information on the potential benefits and costs of aerators come back to the Committee.

Mrs Abbott indicated \$6,000 has been set aside within the budget for desludging the dams at Rosewood Glen and Banyalla. A long reach excavator from Sydney is being investigated for this project.

11. Litter Grant

Council has been successful in securing \$88,000 in the NSW EPA Round 3 Hey Tosser Campaign. There are various components to the grant;

- Education and Awareness
- Infrastructure
- Regulation & Enforcement
- Evaluation and Monitoring
- Enforcement day – 3 September – with the Monaro Panthers.
- Enforcement information – inform the public they can be fined – promote the Hey Tosser campaign and Dob in a Tosser. Research has shown 89% of offenders pay their fine (they don't dispute).

Seven community groups will be involved including Rotary, Monaro Panthers, Jerrabomberra Primary, Scouts and Wildcare. The focus will be on litter in and around Jerrabomberra Lake, surrounding sedimentation ponds, and oval (into the stormwater).

Workshops will be held with the various groups, and they will sponsor areas to keep clean. Ongoing data will be collected.

The NSW Premier recently announced a 40% litter reduction target, which this grant is aiming towards. Council are working to install bins which have covers and signage, similar to those at the skate park. Bins are designed to be bird proof. Staff will be taking photos of bins being used by community members to promote the bins in a positive way.

Council will utilise grant funding up to May 2017 by working with Community Groups to spread the word on keeping our region cleaner. Staff have already worked in conjunction with Queanbeyan McDonalds to hand out hundreds of Hey Tosser car rubbish bags. Council will continue to work with the ACT and CBRJO on litter projects.

(See Attachment 3 - ESAC - 17 August 2016 - Bin Signage)

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter) (Continued)**

12. River Litter Complaints Following Local Flooding

During July the local area received substantial rain resulting in minor flooding. Subsequently a considerable amount of debris has washed up into reeds and onto the river banks below the cemetery. Council has received a number of complaints relating to rubbish in reeds and bushes along the river banks.

Council's Parks staff have been unable to resolve the issue due to the high water levels and surrounding blackberry.

A group of residents registered through Keep Australia Beautiful and cleaned up several bags of litter. The group was covered by Insurance of Keep Australia Beautiful as a result of their registration.

13. Riverside Caravan Park Approval

A report has been prepared and will go to Council next week. The report will be available on Friday, 19 August 2016 via Council's web page. The Report recommends conditional approval with an expiry date in line with the expiration of the existing lease agreement.

14. Tangler Bins Project

A total of six tangler bins have been installed. Four in Trinculo Place and two in Jerrabomberra. Council staff who conduct water testing have been monitoring tangler bins. They are regularly checked, emptied and officers have reported into a database on what each bin contains. Most commonly found items in bins have been hooks, lures and bags. It was noted that signs above bins are quite high. They have been installed to regulation height of 2.1m from the base for safety – to avoid residents hitting their heads.

15. Mt Jerrabomberra – Lot Consolidation – For Discussion (Attachment 1)

Mr Thompson explained that the majority of the area included within the Mt Jerrabomberra reserve is covered by a paper subdivision that was established in the 1920's when approximately 700 lots were created over the land. The 63 hectare site was gifted to Council as Community Land.

Council investigated options to consolidate the subdivision. The initial step required all the crown roads shown in the subdivision to be closed and purchased by Council. This has been a lengthy process which took 6 years to complete. Council can now consolidate the closed roads and remaining lots into a single manageable title.

In order to complete the consolidation of the subdivision Council will require a survey which is expected to cost approximately \$7,000. Council's Legal Officer has advised total cost of approximately \$20,000 to consolidate.

It was noted the land is currently zoned E2, being the highest environmental zoning other than National Park. It was noted that the Mount Jerrabomberra Management Plan recommends consolidation as one of its key actions.

(See Attachment 1 - ESAC - 17 August 2016 - Lot Consolidation - Mt Jerrabomberra)

Recommendation (Jarvis/Baker)

ESA04/16 That Council proceed with consolidation of the multiple titles on Mt Jerrabomberra as per the recommended actions in the Mt Jerrabomberra Management Plan.

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter) (Continued)**

16. Googong Recycled Water Update (Attachment 2)

The operation of the Googong Water Recycling Plant has now been handed over to Council. Results to date are very pleasing with all treatment targets being achieved.

Water from the Googong Recycled Water Plant has not yet been released to homes for reuse. The NSW Office of Water has audited the system and the resulting report calls for the following additional actions;

- Reduce chance of cross contamination
- Conductivity on final Plumbing and Drainage Inspection

Council currently has 6 factsheets on water recycling on the Queanbeyan-Palerang Regional Council web site: www.qprc.nsw.gov.au

Plans are for recycled water to be released to homes by the end of 2016. Letters will be sent out during August as well as FAQ factsheets on Council's web page and in the Googong town sales office. Council have run Community information sessions, spoken with the school and arranged a session for the school. Signage will be installed to the entrance of Googong township identifying a Recycled Water Community. Taps around the home utilising recycled water are coloured lilac and require signage indicating recycled water use.

A PowerPoint presentation is being developed for people who tour the Recycled Water Facility.

Mr Cregan advised the Integrated Water Management Policy was required to come to Council.

(See Attachment 2 - ESAC - 17 August 2016 – Googong Recycled Water Fact Sheet)

17. Environmental Projects included in 2016/2017 Operational Plan

This item will be carried over until the next meeting due to time constraints.

18. Officers' Reports***Saving Our Species Project***

- Saving Our Species Project of the former Palerang Council involves weed mapping and control. The project identified that berry bearing plants attract Currawongs that threaten small birds. Removal of this food source will reduce Currawong numbers and improve the competition for small birds.
- More information to come \$1 million dollar project over 10 years.
- Weeds action program is a regional \$20 million project.
- Riparian – Jerrabomberra Creek some new fencing along Thoroughbred Drive.

Showground planting – Sue Jarvis

Four years ago several plantings were carried out at the showground. A number have successfully survived the Queanbeyan climate with very little to no watering.

**10.3 Report of the Environment and Sustainability Advisory Committee - 17 August 2016
(Ref: C16128080; Author: Thompson/Potter) (Continued)**

Jerrabomberra Pond Seat

Committee members raised concerns that seats recently installed adjacent to the Jerrabomberra Pond appear to be close to the edge of the water, leaving little room and safety risk for prams. Staff undertook to pass these concerns on to the relevant section of Council.

19. Next Meeting

The next Environment and Sustainability Advisory Committee Meeting is scheduled for 3.30pm – Wednesday, 16 November 2016.

There being no further business, the meeting closed at 5.20pm.

Attachments

- | | |
|--------------|--|
| Attachment 1 | ESAC - 17 August 2016 - Lot Consolidation - Mt Jerrabomberra (<i>Under Separate Cover</i>) |
| Attachment 2 | ESAC - 17 August 2016 - Googong Recycled Water Fact Sheet (<i>Under Separate Cover</i>) |
| Attachment 3 | ESAC - 17 August 2016 - Bin Signage (<i>Under Separate Cover</i>) |

COMMITTEE REPORTS

10.4 Report of the Local Traffic Committee - 30 August 2016 (Ref: C16132283; Author: Tegar/Wilson-Ridley)

Present: Sam Morabito (NSW Police Rep), Kelly Cherry (RMS Rep), Derek Tooth (QPRC Rep), Rowan Carter (NSW State Member Rep), Treyton Proctor (QPRC)

Also Present: Joanne Wilson-Ridley (QPRC Road Safety Officer)

The Committee Recommends:

Apologies: Nil

1. Confirmation of Report of previous meeting held on 12 July 2016

That the Report of the meeting of the Committee held on 12 July 2016 be confirmed.

Confirmation of Report of previous meeting held on 4 August 2016

That the Report of the meeting of the Committee held on 4 August be confirmed.

Business arising from previous minutes:

- Update on Hoskinstown Road Fatality – RMS have provided details of Fatal Crash Response Program Guidelines but the program has now closed. The location can be reviewed for Black Spot funding application in 2017.
- National Capital Tour Googong Time Trial have requested a review of a condition on their event regarding the display of two VMS on Old Cooma Road. Have asked for one VMS on Googong Road and/or Signage to notify of road closures. Committee reviewed traffic data for the roads and agreed to alter the condition to one VMS on Googong Road.

2. Correspondence

Notification from Historic Rally Club of NSW and ACT advising their planned event for Friday 19 August and Saturday 20 August has been postponed with likely event dates of March 2017. They will notify Council of new dates. This event does not involve road closures and requires no approval from the committee

3. Bungendore and District Car and Bike Show

An event application from Bungendore and District Club to hold a Car and Bike Show on Saturday 1 October 2016 was reviewed. The event will be conducted on Gibraltar Street and organisers are expecting 1500 people with the display of 250 registered cars and bikes. The event will run from 7am until 9pm and road closures have been requested from 6am until pack up completion of 9pm. Closure of Gibraltar Street from driveway of Royal Hotel up to Majara Street including closures at Butmaroo intersection have been requested. Access to Police Station on Gibraltar Street will be available at all times. The committee requested Public Liability Certificate be provided for the event and notification for Queanbeyan Ambulance, Fire Services. Road closure to be advertised by Council.

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Recommendation

LTC 023/16 Under the Roads Act 1993 close Gibraltar Street, from driveway of Royal Hotel up to Majara Street, including closures at Butmaroo Street intersections on Saturday 1 October 2016 from 7.00am until 9.00pm for the Bungendore and District Car and Bike Show, on the condition that current Public Liability Insurance is provided and evidence of notifications to Emergency Services.

4. Burra Church Blessing of the Fleet

An event application from St Paul's Anglican Church at Burra to hold a Blessing of the Fleet on Sunday 11 September 2016 was reviewed. Event organisers estimate 100 people will attend the event along with Rural Fire Services Vehicles, Fire Trucks and Trailers that will be parked on the verge near the Church. The event will run from 9.00am until 11.00am with set up from 8.30am and pack down from 11.00am. To assist in the safe running of the event, and due to congregation of large emergency vehicles on the verge of the road, event organisers have requested signage for oncoming traffic and temporary reduction in speed limit around the event.

Recommendation

LTC024/16 Under Roads Act 1993 approve traffic control plans for Burra Church 'Blessing of the Fleet' for Sunday 11 September from 8.30am until 11.30am

5. Braidwood Christmas Community Party

An event application for Braidwood Christmas Community Party was reviewed. Queanbeyan-Palerang Regional Council will be hosting the Braidwood Christmas Street Party on Saturday 10 December 2016. It is estimated 700 people will attend. The event will run from 5.45pm until 10pm with set up from 1.30pm and pack down completed by 11.00pm. A road closure has been requested to assist in the running of the event. The committee requested the TCP for the closure to be circulated prior to the event

Recommendation

LTC 025/16 Under Roads Act 1993 close Wilson Street from Wallace Street to Park Lane and Park Lane from Wilson Street to near corner of St Bede's Primary School on Saturday 10 December 2016 from 1.30pm until 11.00pm for Braidwood Christmas Community Party on the condition that the TCP is circulated to the committee prior to the event.

6. Boogong 2016

An event application for hosting a free public community event for Halloween on Saturday 29 October 2016 was reviewed. This is the second year the event has run with the event organisers estimating attendance of 5000 people. The event will start at 5.00pm and finish at 9.00pm. Road closures have been requested from 4.00pm until 9.30pm to assist in safety of the event. Event parking arrangements were included in the application and the event will also utilised free shuttle buses from Canberra and Queanbeyan. Committee requested the event utilise VMS to provide details and clear directions to event temporary parking arrangements and road closures.

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LTC 026/16 Under Roads Act 1993 close the following roads in Googong on Saturday 29 October 2016, from 4.00pm until 9.00pm for 'Boogong', on the condition that VMS be utilised to provide details and clear directions to event temporary parking arrangements and road closures:

- **Beltana Avenue from Baker Crescent to Kerry Street**
- **Bonarba Link from Beltana Avenue up to Carl Street**
- **Insley Street from Bonarba Link to Kerry Street**

7. Faunce Street – parking changes

A report was tabled outlining proposed parking restriction signage to install at the intersection of Faunce Street and Endurance Avenue due to safety concerns at the intersection with parking and restricted visibility with a crest coming up to the intersection. The committee supported the recommended changes

LTC027/16 Under Road Transport Act 2013 install two 'No Stopping' signs at the intersection of Faunce Street and Endurance Street as per design.

8. Old Cooma Road and Fernleigh Drive – Intersection Treatment

A report was tabled outlining proposed intersection treatment at Old Cooma Road and Fernleigh Drive to provide a channelized right turn treatment with the installation of give-way signage. The intersection has been flagged through community consultation as a concern, especially at night time. Review of traffic counts and crash history was conducted and the intersection investigated. This road has been upgraded and sealed over time and further work could be applied to the intersection to assist with visibility of the intersection and turning movements. The committee supported the proposed intersection treatment

LTC 028/16 Under the Road Transport Act 2013 implement intersection treatment at Old Cooma Road and Fernleigh Drive as per the design.

9. Carinya Street – Parking and Line Marking Treatments

A report was tabled outlining proposed line marking and signage parking restrictions on Carinya Street to address safety concerns and traffic flow issues. Council have received complaints about on-street parking on this road especially when vehicles park on both sides of the street that this restricts flow of traffic. Concerns have specifically been raised by NSW SES that use this road in cases of emergency. Parking observations were conducted, traffic counter results reviewed, and the road was investigated. A design was presented to the committee for review that addresses the safety and traffic flow issues noting that Council does need to conduct consultation. The committee supported the proposed design noting the need to conduct consultation

LTC 029/16 Under Road Transport Act 2013 implement signage and line marking on Carinya Street noting the discussion to be held with the community commencing with design above.

10.4 Report of the Local Traffic Committee - 30 August 2016 (Ref: C16132283; Author: Tegart/Wilson-Ridley) (Continued)

10. **General Business** - Nil

11. **Next Meeting**

Tuesday 6 December, 12pm

There being no further business, the meeting closed at 2pm

Attachments

Nil

COMMITTEE REPORTS

10.5 Report of the Consultative Committee on Aboriginal Issues - 1 September 2016 (Ref: C16133231; Author: Spyve/Manser)

Present: Sue Whelan OAM, Matilda Williams (House) (Munjuwa) George Villafior (NLALC), David Thomas (NSW Health), Brooke Hardy (SaCC), Jay Hill (PM&C), Soana Bijorac (PM&C), Terri Francis (PM&C), Wayne Williams (Burrnju), Antoinette House (Munjuwa)

Also Present: Malcolm Towney (QPRC), Geraldine Manser (QPRC), Tim Geyer (QPRC), Debbie Sibbick (QPRC)

Apologies:

The Committee Recommends that apologies be accepted from: Tina Brown, Louise Brown, Meg Huddleston, Bunja Smith, Delise Freeman – Pejar Local Aboriginal Land Council, Ulladulla Local Aboriginal Land Council Representative, Mogo Local Aboriginal Land Council Representative.

1. Confirmation of Report of previous meeting.

Confirmation of the minutes of previous meetings was held over until the next meeting.

M. Williams requested that the minutes include Action Items that are reported on in subsequent meetings. This was endorsed by the committee. Updated Agenda and minute templates will be used by staff to record and report on Action Items.

2. Update on Queen Elizabeth Park project**3. Karabar Beautification Project**

D. Sibbick briefed the committee on the Karabar Beautification project and asked for input on the proposed sites for work and the details of the proposed work. Feedback forms were provided to committee members. The committee provided information of additional sites and groups to consult with on the project.

Action Item: Information was requested by M. Williams on the origins of the name "Karabar".

4. Terms of Reference Update

Discussion was held about the updated Terms of Reference for the committee that reflect the recent change to the Council and the increased geographic area covered by the committee. The new area includes 6 additional Local Aboriginal Land Councils and a number of additional cultural groups. Discussion was held about how fair representation could be achieved that reflected the responsibilities for land amongst the different land councils.

Action Item: M. Towney and G. Manser to explore possible protocols for inclusion in the Terms of Reference that might address this issue.

Recommendation (G.Villafior/T.Francis)

CAI004/16 That Council adopt the Draft Terms of Reference as attached for the Consultative Committee on Aboriginal Issues.

10.5 Report of the Consultative Committee on Aboriginal Issues - 1 September 2016 (Ref: C16133231; Author: Spyve/Manser) (Continued)

Inaccuracies in the boundaries of the Local Aboriginal Land Council Areas as depicted on the map from the NSW Government were raised.

Action Item: G. Manser to try to locate a more accurate map of the NSW LALC areas.

Discussion was held on the cost of attending meetings for community members in all areas of the LGA. Travel cost was identified as a real barrier that will potentially reduce the ability of community members to participate in the committee.

Recommendation (A. House/J.Hill)

CAO005/16 That Council allocate funds to enable members to receive reimbursement for reasonable travel costs associated with attending meetings to ensure fair representation for individuals and organisations across the LGA.

5. Service Updates

Munjuwa – Aunty Jean's is running on Wednesday mornings. Playgroup and women's group still running. A new Cert IV course in Aboriginal Health will commence soon.

PM&C – Working with local schools to identify key issues of concern and families in need of support. Able to provide wrap around services using existing services and programs – no new funds available.

6. Next Meeting: 3 November 2016 to be held in Queanbeyan.

There being no further business, the meeting closed at 2:06pm

Attachments

Attachment 1 Draft Terms of Reference - Consultative Committee on Aboriginal Issues August 2016 (*Under Separate Cover*)

14 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

NIL