



# **Ordinary Meeting of Council**

## **AGENDA**

**23 November 2016**

**Commencing at 5:30pm**

**Council Chambers  
10 Majara Street, Bungendore**



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

**List any inspections or indicate “Nil”**

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**5.30PM - CITIZENSHIP CEREMONY**

**1 APOLOGIES**

**2 DISCLOSURES OF INTERESTS**

**3 CONFIRMATION OF MINUTES**

- 3.1 Minutes of the Ordinary Meeting of Council held on 9 November 2016

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

**5 MAYORAL MINUTES**

Nil

**6 NOTICES OF MOTIONS OF RESCISSION**

Nil

**7 NOTICES OF MOTIONS**

Nil

**8 DETERMINATION REPORTS**

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	Nil	
<b>11</b>	<b>DELEGATES' REPORTS</b>	
	Nil	
<b>12</b>	<b>RESPONSES TO COUNCILLORS' QUESTIONS</b>	
	Nil	
<b>13</b>	<b>COUNCILLORS' QUESTIONS FOR NEXT MEETING</b>	
	Nil	
<b>14</b>	<b>NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION .....</b>	<b>37</b>

**Confidential - Not for Publication**

**15 REPORTS FOR CLOSED SESSION**

- 15.1 Queanbeyan CBD Property Proposal and Queanbeyan Office.....37
- Item 15.1 is confidential in accordance with s10(A) (dii) of the Local Government Act 1993 because it contains 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.*

**LIST OF ATTACHMENTS –**

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

**Open Attachments**

Item 8.1 QPRC Investment Report - October 2016

*Attachment 1 Investment Report - October 2016 - Attachment 1 -  
23 November 2016 (Under Separate Cover)*

Item 8.2 Carry Forward/Revote of Expenditure to Financial Year 2016/17

*Attachment 1 2016-17 Carry forward revotes Palerang Council  
(Under Separate Cover)*

Item 8.3 Financial Statement by Council

*Attachment 1 Former Queanbeyan - Financial Statements 2016 -  
Statement by Administrator and Management -  
Attachment Council Report - Audit Referral  
Financial Statements (Under Separate Cover)*

*Attachment 2 Former Palerang - Financial Statements 2016 -  
Statement by Administrator and Management -  
Attachment Council Report - Audit Referral  
Financial (Under Separate Cover)*

Item 8.7 Review of Council Meeting Frequency and Council's Meeting Terms  
of Reference

*Attachment 1 Planning and Strategy Committee Meeting - Terms  
of Reference (Under Separate Cover)*

Item 8.8 Vacant Community Representatives - Palerang Heritage Advisory  
Committee

*Attachment 1 Terms of Reference February 2015 Heritage  
Advisory Committee (Under Separate Cover)*

Item 8.10 Canning Close s.355 Committee AGM Minutes - 29 September 2016

*Attachment 1 Canning Close Reserve s 355 2016 AGM Minutes  
(Under Separate Cover)*

*Attachment 2 Canning Close Reserve 2016 Chair's Report  
(Under Separate Cover)*

Item 8.11 Greenways s.355 Committee AGM Minutes - 1 November 2016

*Attachment 1 Greenways s 355 AGM Minutes (Under Separate  
Cover)*

*Attachment 2 Greenways Major Works (Under Separate Cover)*

*Attachment 3 Greenways s 355 GM Minutes (Under Separate  
Cover)*

**Closed Attachments**

Item 8.5 Tender T251617HUN Supply and Delivery of Bulk Water Treatment Chemicals

*Attachment 1 Tender T251617HUN Supply and Delivery Bulk Water Treatment Chemicals Evaluation Report (Under Separate Cover)*

Item 15.1 Queanbeyan CBD Property Proposal and Queanbeyan Office

*Attachment 1 DQPL Proposal - Confidential (Under Separate Cover)*

*Attachment 2 Draft Heads of Agreement - (to be submitted separately) (Under Separate Cover)*

*Attachment 3 QCBD Development Sites (Under Separate Cover)*

*Attachment 4 CBD Masterplan map (Under Separate Cover)*

*Attachment 5 CBD Site Plan - Lot details (Under Separate Cover)*

*Attachment 6 QHQ Estimate - Build, Rent, Sell (Under Separate Cover)*

*Attachment 7 Agency Tenancy Option (Under Separate Cover)*

*Attachment 8 Agency Preliminary Specs (Under Separate Cover)*

*Attachment 9 Unsolicited Proposals Guide (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, 9 November 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; T Geyer, Manager, Parks and Urban Spaces; P Spyve, Director Economic and Community; and S Taylor, Executive Manager Systems.

**Also Present:** W Blakey, Management Accountant (Clerk of the Meeting) and R Potter (Minute Secretary).

### 1. APOLOGIES

No apologies were received.

### 2. DISCLOSURES OF INTERESTS

276/16

#### **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.

No declarations received.

### 3. CONFIRMATION OF MINUTES

#### **3.1 Minutes of the Ordinary Meeting of Council held on 26 October 2016**

277/16

#### **RESOLVED (Overall)**

The Administrator resolved that the Minutes of the Ordinary Meeting of Council held in the Bungendore Chambers on Wednesday 26 October 2016 be confirmed.

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

278/16

**RESOLVED (Overall)**

That all presenters be heard.

**Katrina Willis** – Item 8.1 – Carry Forward/Revote of Expenditure to Financial Year 2016/17

Katrina Willis tabled a petition of a further signatures opposing the Ellerton Drive Extension.

**5. MAYORAL MINUTES**

Nil

**6. NOTICES OF MOTIONS OF RESCISSION**

Nil

**7. NOTICES OF MOTIONS**

Nil

**8. DETERMINATION REPORTS****8.1 Carry Forward/Revote of Expenditure to Financial Year 2016/17**

279/16

**RESOLVED (Overall)**

The Administrator resolved that Council:

1. Note the Carry Forward works funding requirements identified in Attachment 1 proposed to be completed in 2016/2017.
2. Approve the Revote works funding requirements identified in Attachment 1 proposed to be completed in 2016/2017.
3. Receive an information report on L14 – preliminary design of intersections.

**8.2 Braidwood Saleyard - Emergency Fee Increase**

280/16

**RESOLVED (Overall)**

The Administrator resolved that Council increase the 'Emergency Tag' Fee from \$20 per tag to \$50 per tag, and to take effect from 15 November 2016.



**8.3 Capital 2 Windfarm Modification Application**

281/16

**RESOLVED (Overall)**

The Administrator resolved that Council write to Infigen Energy noting the benefits of the project and expressing support for the proposed extension of the lapsing period.

**9. INFORMATION REPORTS****9.1 Strategic Planning Projects/Activities - Status Report**

282/16

**RESOLVED (Overall)**

The Administrator resolved that the report be received for information.

**9.2 Successful nomination for Additional School Zone Flashing Lights**

283/16

**RESOLVED (Overall)**

The Administrator resolved that the report be received for information.

**9.3 Proposed Road Closures - Old Cooma Road, Royalla**

284/16

**RESOLVED (Overall)**

The Administrator resolved that the report be received for information.

**9.4 Sale of Property - Lot 103 DP 1213713 (7 Phillip Avenue)  
Queanbeyan**

285/16

**RESOLVED (Overall)**

The Administrator resolved that the report be received for information.

**10. COMMITTEE REPORTS****10.1 Report of the Queanbeyan Heritage Advisory Committee - 17 October 2016**

286/16

**RESOLVED (Overall)**

The Administrator resolved that Council:

1. Note the minutes of the Queanbeyan Heritage Advisory Committee held on 17 October 2016.
2. Adopt the recommendation contained therein.

HAC 009/17 That the Report of the meeting of the Committee held on 20 June 2016 be confirmed.

**11. DELEGATES' REPORTS**

Nil

**12. RESPONSES TO COUNCILLORS' QUESTIONS**

Nil

**13. COUNCILLORS' QUESTIONS FOR NEXT MEETING**

Nil

At this stage in the proceedings, the time being 5.56pm Mr Overall announced that the Agenda for the meeting had now been completed and declared the meeting closed.

**TIM OVERALL  
ADMINISTRATOR  
CHAIRPERSON**

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**ITEM 2                    DECLARATION OF CONFLICTS/PECUNIARY INTERESTS**

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

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

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

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

**Recommendation**

**That 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 QPRC Investment Report - October 2016 (Ref: C16176963; Author: Abigail/Drayton)**

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**Summary**

In accordance with the Local Government (General) Regulation 2005, the Investment Report is to be presented to Council on a monthly basis.

This report presents the investment result for October 2016.

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**Recommendation****That Council:**

1. **Note the investment income for October 2016 is \$357,363 bringing the total interest earned on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$1,966,842 which is \$93,511 above the September adjusted 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 October 2016.**
- 

**Background*****Cash and Cash Equivalent Investments***

The October 2016 return of \$357,363 brought the total return on Cash and Cash Equivalent Investments for the 2016/17 Financial Year to \$1,966,842 which is \$543,511 above the year to date budget (as the year commenced on 13 May 2016).

The principal investment amount as at 31 October 2016 was \$147,795,746.

Council's investment portfolio's annualised monthly return of +3.04% (net actual) in October 2016 outperformed the AusBond Bank Bill Index return of +1.73%.

Refer to Attachment 1 for the following supporting information:

- 1 Actual return against budget;
- 2 Investment portfolio return against the benchmark AusBond Bank Bill Index (BBI);
- 3 Listing of Council's Cash and Cash Equivalent Investments;
- 4 Application of investment funds;
- 5 Strategic placement limits for individual institutions or counterparties;
- 6 Placement with individual institutions as a percentage of Council's total portfolio;
- 7 Market values of Council's tradeable investments;
- 8 Budgeted interest allocation by Fund.

**8.1 QPRC Investment Report - October 2016 (Ref: C16176963; Author: Abigail/Drayton)  
(Continued)**

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***Market Update***

The average 30 day BBSW rate for October 2016 was 1.62%.

The Reserve Bank of Australia (RBA) kept the official cash rate unchanged at 1.50% in its meeting in November. RBA Governor Lowe spent the month affirming to the Parliament and to the investor community that he has, and welcomes, the flexibility for inflation to track outside the 2-3% target range for extended periods.

The Board continued to expect underlying inflation to “remain low for some time” and “pick up gradually over the next two years”.

The RBA reiterated its stance on the housing market, signalling their content with recent price rises, with an oversupply expected “over the next couple of years, particularly in the eastern cities”.

Money markets continue to price in a small chance of an interest rate cut next year, although the probability has eased with the RBA moving towards a soft easing bias, as well as the potential for the US Fed to hike in December. (*Source: CPG Research and Advisory*)

**Implications*****Policy***

I hereby certify that Queanbeyan-Palerang Regional Council investments listed in Table 1 attached to this report have been made in accordance with section 625 of the Local Government Act 1993, clause 212 of the Local Government General Regulations 2005, and Queanbeyan-Palerang Regional Council's investment policy.

Sally-Jane Abigail  
Executive Manager - Finance

***Financial***

Investment income for the 2016/17 Financial Year as at 31 October 2016 amounts to \$1,966,842. This return was \$543,511 above the year to date budget; an increase in the budget surplus from the previous month by \$98,575 where Council was \$444,936 above the year to date budget. Refer to Attachment 1 - Graph 1 and Table 5.

**Attachments**

Attachment 1      Investment Report - October 2016 - Attachment 1 - 23 November 2016 (*Under Separate Cover*)

## DETERMINATION REPORTS

**8.2 Carry Forward/Revote of Expenditure to Financial Year 2016/17 (Ref: C16178210; Author: Tegart/Abigail)****Summary**

This report seeks Council's approval to carry forward and revote specifically identified unspent 2015/2016 budgeted amounts (in the former Palerang Council budget) to 2016/2017 where works were not be completed by 12 May 2016 and instead are proposed to be completed in 2016/2017.

**Recommendation**

**That Council:**

- 1. Note the Carry Forward works funding requirements identified in Attachment 1 proposed to be completed in 2016/2017.**
- 2. Approve the Revote works funding requirements identified in Attachment 1 proposed to be completed in 2016/2017.**

**Background**

Unspent expenditure votes at 12 May 2016 can be carried over pursuant to subclause 211 (3) of the Local Government (General) Regulation 2005:

*All such approvals and votes lapse at the end of council's financial year. However, this subclause does not apply to approvals and votes relating to:*

- (a) work carried out or started, or contracted to be carried out, for the council, or*
- (b) any service provided, or contracted to be provided, for the council, or*
- (c) goods or materials provided, or contracted to be provided, for the council, or*
- (d) facilities provided or started, or contracted to be provided, for the council,*

*before the end of the year concerned, or to the payment of remuneration to members of the council's staff.*

A review of ledger balances at 12 May 2016 has identified unspent budgets proposed to be either carried forward or revoted to 2016/2017. Attachment 1 to this report provides a summary of the proposed carry forward and revote works, with the carry forward works subject to consolidation of end of year adjustments and the annual audit process.

**Implications*****Financial***

<b>Program Code</b>	<b>Expense Type</b>	<b>Funding source</b>	<b>Amount</b>
Various	Various	Reserves	\$ 3,457,315

**8.2 Carry Forward/Revote of Expenditure to Financial Year 2016/17 (Ref: C16178210;  
Author: Tegart/Abigail) (Continued)**

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**Conclusion**

All projects were identified in the 2015/2016 Operational Plan and the Quarterly Budget Review Statements. The former Queanbeyan Council's Revotes were reported to the previous Council meeting.

**Attachments**

Attachment 1      2016-17 Carry forward revotes Palerang Council (*Under Separate Cover*)



## DETERMINATION REPORTS

**8.3 Financial Statement by Council (Ref: C16169637; Author: Bascomb/Ranawake)**

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**Summary**

Section 413(2) of the Local Government Act, 1993, requires Council to prepare financial statements and to refer those reports for audit.

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**Recommendation**

1. That the financial statements to 12 May 2016 for the former Queanbeyan and Palerang Councils be presented for audit and invite submissions for the public.
  2. That the statement required by Section 413(2)(c) of the *Local Government Act 1993* in relation to former Queanbeyan City Council's and former Palerang Council's Financial Statements for the period ending 12 May 2016 be completed on receipt of the Auditor's Certificate.
  3. That Hill Rogers Auditors be invited (in accordance with regulations) to complete the audit and present to Council.
- 

**Background**

As at 12 May 2016 the proclamation was issued to amalgamate former Queanbeyan City Council and former Palerang Council. In accordance with the proclamation, Council is required to present statements of its opinion on the reports of the former Councils. Copies of the statements required for the general purpose financial statements and special purpose financial statements are attached and must be completed by the Council and management (being the Administrator, the Interim General Manager and Responsible Accounting Officer).

Once the Auditors have completed the audit and have submitted their report, Council must fix a date for a meeting at which the Auditor's Report will be presented, and give public notice of the date. Section 418(2) requires this date to be at least seven (7) days after the date on which notice is given, but not more than five (5) weeks after the Auditor's Reports are given to Council.

The audit process will be finalised in November, and it is anticipated that the completed financial statements will be presented to the first Council meeting of December.

**Financial Implications**

Nil.

**Consultation**

Section 420(1) of the *Local Government Act 1993* allows any person to make submissions to Council with respect to Council's audited financial reports or with respect to the Auditor's Reports.

**8.3 Financial Statement by Council (Ref: C16169637; Author: Bascomb/Ranawake)  
(Continued)**

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**Compliance or Policy Implications**

Council will meet the requirements of the *Local Government Act* if it accepts the recommendation.

**Attachments**

- |              |   |
|--------------|---|
| Attachment 1 | Former Queanbeyan - Financial Statements 2016 - Statement by Administrator and Management - Attachment Council Report - Audit Referral Financial Statements ( <i>Under Separate Cover</i> ) |
| Attachment 2 | Former Palerang - Financial Statements 2016 - Statement by Administrator and Management - Attachment Council Report - Audit Referral Financial ( <i>Under Separate Cover</i> )              |

## DETERMINATION REPORTS

**8.4 Quarterly Budget Review Statement for the Quarter Ending 30th September 2016  
(Ref: C16177647; Author: Bascomb/Marmont)**

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**Summary**

This report presents Queanbeyan-Palerang Regional Council's September 2016 Quarterly Budget Review Statement (QBRs) for the information of Council and the community.

This Quarterly Budget Review Statement has been prepared in consultation with all Divisions within the Queanbeyan-Palerang Regional Council. It is submitted for consideration by Council.

While every effort has been made to ensure the accuracy of the review statement, it should be noted that with the audit process and completion of the annual accounts for the 2015-16 financial year for the two former Councils is not yet finalised.

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**Recommendation****That Council -**

- 1. adopt the September 2016 Quarter Budget Review Statement and variations as outlined in this report.**
  - 2. note the predicted deficit of \$275k.as a matter of policy, apply thresholds of 10% or \$100,000 (whichever is the greater) in relation to variation reporting.**
- 

**Background**

In accordance with clause 203 of the Local Government (General) Regulation 2005, the Responsible Accounting Officer must prepare and submit a quarterly budget review statement to the Council for the purposes of reviewing budget performance against the adopted operational plan and to also consider any necessary budget variations.

The Office of Local Government has developed a set of reporting requirements for the Quarterly Budget Reviews that all Councils must comply with. The reporting requirements, known as the Quarterly Budget Review Statement (QBRs) facilitates progress reporting against the original and revised budgets at the end of each quarter.

The overall funded result has moved from a deficit position of \$286k from the original budget review to a deficit of \$275k for the September Quarterly budget review. This accounts for the near \$200k increase in pool related expenditure, which has been offset by salary savings due to vacancies and increased interest revenues.

The financial reporting policy for the amalgamated Council is currently being developed. It is proposed to introduce thresholds of 10% or \$100,000 in relation to variation reporting. This is considered appropriate for the size of the amalgamated organisation in order to focus attention on areas of significant variance.

While both former Council reports have been prepared using their respective accounting systems (scheduled to be integrated as a single system from July 2017), the income and expenditure statement below is presented at the overall Council level.

**8.4 Quarterly Budget Review Statement for the Quarter Ending 30th September 2016  
(Ref: C16177647; Author: Bascomb/Marmont) (Continued)**

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The primary variations and issues impacting on the funded result are discussed below with favourable changes identified as (F) and unfavourable as (U).

- Operating Income adjustments:
  - Additional user charges and fees income in relation to the following:
    - Land Use Regulations - \$100K (F)
  - Additional interest income - \$450K (F)
  - Additional funding for RMS projects \$5M (F)
- Operating Expense adjustments:
  - Stronger Communities project expenses - \$1M (U)
  - *Carry Over and Revote of 2015-16 project expenses* - \$1,350K (U)
  - Saving in employment costs due to staff vacancies \$260K (F)
  - Additional expenditure on new RMCC projects \$5M (U)
- Capital Income adjustments:
  - Additional RMS funding for Ellerton Drive Extension projects \$20M (F)
  - Additional Non Cash developer contribution \$14M (F)
  - Stronger Community Grant Income \$15M (F)
  - Increase in Grant and Contribution for various SRV, Roads to Recovery, Natural Disaster and other projects \$4M (F)
  - Transfer from Reserve to fund various project including Carry over \$6M (F)
- Capital Expense adjustments:
  - Ellerton Drive Extension \$20M (U)
  - Stronger Community Grant Funds Transfer to Reserve \$15M (U)
  - Additional expenses relating to SRV, Roads to Recovery, Natural Disaster and Carry over projects \$10M (U)

**Implications*****Legal***

The QBRS complies with clause 203 of the Local Government (General) Regulations 2005 and the Local Government Code of Accounting Practice and Financial Reporting Guidelines.

***Engagement***

The Quarterly reviews are included in the Council meeting business paper for public information.

# 8.4 Quarterly Budget Review Statement for the Quarter Ending 30th September 2016 (Ref: C16177647; Author: Bascomb/Marmont) (Continued)

## Financial

Queanbeyan-Palerang Regional Council Result								
Code	Description	Annual 17GLBUD0 Orig Budget 2016/17	Annual 17GLBUD0 Orig Budget 2016/17	YTD 17GLACT Actual 2016/2017	Var Actual to Budget	Budget Revisions	Annual 17GLBUD1 Qtr 1 Budget 2016/17	Variance Original to Forecast %
	<b>Expenses</b>							
110	Employment Costs	40,061,079	40,061,079	9,234,045	23%	-259,878	39,801,201	-1%
120	Financial Costs	2,405,816	2,405,816	133,064	6%	0	2,405,816	0%
130	Materials & Services	25,563,161	25,563,161	9,741,454	38%	6,385,692	31,948,853	25%
140	Depreciation	20,376,863	20,376,863	-2,058	0%	0	20,376,863	0%
150	Other Expenses	22,719,368	22,719,368	3,764,118	17%	939,946	23,659,314	4%
160	Internal Expenses	13,118,183	13,118,183	0	0%	98,351	13,216,534	1%
	<b>Total Expenses</b>	<b>124,244,471</b>	<b>124,244,471</b>	<b>22,870,623</b>		<b>7,164,110</b>	<b>131,408,581</b>	
	<b>Income</b>							
180	Rates & Annual Charges	-63,007,897	-63,007,897	-62,909,006	100%	0	-63,007,897	0%
190	User Charges & Fees	-28,474,228	-28,474,228	-7,515,161	26%	-5,126,820	-33,601,048	18%
200	Interest	-3,655,371	-3,655,371	-1,139,896	31%	-450,000	-4,105,371	12%
210	Grants & Contributions	-14,613,962	-14,613,962	-2,224,611	15%	-1,789,584	-16,403,546	12%
220	Other Operating Revenue	-2,251,870	-2,251,870	-376,940	17%	0	-2,251,870	0%
	Gain or Loss on Disposal	164,596	164,596	-14,895	-9%	0	164,596	0%
230	Internal Income	-12,486,583	-12,486,583	0	0%	-98,349	-12,584,932	1%
	<b>Total Income</b>	<b>-124,325,316</b>	<b>-124,325,316</b>	<b>-74,180,509</b>		<b>-7,464,753</b>	<b>-131,790,068</b>	
	<b>Capital Expenditure</b>							
250	Asset Acquisition	38,821,799	38,821,799	5,479,074	14%	29,576,672	68,398,472	76%
260	Loan & Lease Repayments	1,476,589	1,476,589	97,660	7%	0	1,476,589	0%
262	Transfers To Reserves	22,256,159	22,256,159	22,997	0%	15,959,375	38,215,534	72%
270	Asset Sales	0	0	0	0%	0	0	0%
	<b>Total Capital Expenditure</b>	<b>62,554,548</b>	<b>62,554,548</b>	<b>5,599,731</b>		<b>45,536,047</b>	<b>108,090,595</b>	
	<b>Capital Income</b>							
270	Asset Sales	-1,529,000	-1,529,000	-131,349	9%	0	-1,529,000	0%
280	Deferred Debtor Repayments	-16,000	-16,000	0	0%	0	-16,000	0%
290	Grants & Contributions - Cap	-10,293,300	-10,293,300	-1,184,016	12%	-53,492,603	-63,785,903	520%
300	Transfers From Reserves	-26,176,079	-26,176,079	860	0%	-5,940,587	-32,116,667	23%
310	Loan Funding	-3,560,000	-3,560,000	0	0%	0	-3,560,000	0%
	<b>Total Capital Income</b>	<b>-41,574,379</b>	<b>-41,574,379</b>	<b>-1,314,505</b>		<b>-59,433,190</b>	<b>-101,007,570</b>	
	<b>Total Income</b>	<b>-165,899,695</b>	<b>-165,899,695</b>	<b>-75,495,013</b>		<b>-66,897,943</b>	<b>-232,797,638</b>	
	<b>Total Expenditure</b>	<b>186,799,019</b>	<b>186,799,019</b>	<b>28,470,353</b>		<b>52,700,157</b>	<b>239,499,176</b>	
	<b>Budget Result</b>	<b>20,899,323</b>	<b>20,899,323</b>	<b>-47,024,660</b>		<b>-14,197,785</b>	<b>6,701,538</b>	
	<b>Less: Depreciation</b>	<b>-20,612,590</b>	<b>-20,612,590</b>	<b>14,895</b>		<b>0</b>	<b>-20,612,590</b>	<b>0.00%</b>
	<b>Plus: Non Cash Contribution</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>14,186,457</b>	<b>14,186,457</b>	<b>0</b>
	<b>(Surplus)/Deficit</b>	<b>286,733</b>	<b>286,733</b>	<b>-47,009,764</b>		<b>-11,328</b>	<b>275,405</b>	

**8.4 Quarterly Budget Review Statement for the Quarter Ending 30th September 2016  
(Ref: C16177647; Author: Bascomb/Marmont) (Continued)**

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**Conclusion**

It is proposed to implement the nett budget amendments totalling \$11k as outlined in the report, resulting in a deficit budget of \$275k, once endorsed by Council.

**Attachments**

Nil

## DETERMINATION REPORTS

**8.5 Tender T251617HUN Supply and Delivery of Bulk Water Treatment Chemicals (Ref: C16175893; Author: Tegart/Taylor)**
**Summary**

Queanbeyan-Palerang Regional Council utilises bulk chemicals for its Water Treatment Plants, Sewerage Treatment Plants, Water Recycling Plants and Aquatic Centres. Council joined a tender process run by Regional Procurement Initiative. Council provided the requirements for 16 categories of chemicals as part of the tender requirement. Eight (8) Tenders were received in total against the sixteen categories. Regional Procurement reviewed each of the tender responses and provided the full tender responses and summaries to Council staff. Council evaluated the tender responses on 20<sup>th</sup> October 2016 facilitated by Regional Procurement. Council staff recommends Council award the contract as per recommendation.

**Recommendation**

1. That the following tenderers as listed by Schedule in the table below be appointed as the preferred supplier to Queanbeyan – Palerang Regional Council for the period 1 January 2017 to 31 December 2018, and
2. That a provision be allowed for a 12 month extension based on satisfactory supplier performance, which may take this contract through to 31 December 2019.

Schedule	Product Description	Vendor
A	Chlorine (70 Kgs Cylinders)	One
B	Aluminium Sulphate (Ltrs)	Four
C (1)	Sodium Hydroxide 30% (Caustic Soda)	Four
C (2)	Sodium Hydroxide 25% (Caustic Soda)	Four
D	Hydrated Lime (BULK)	One
E	Sodium Hypochlorite 13%	Four
F	Polymer (LT20) 25kg BAGS	Eight
G	Acetic Acid 75%	Four
J	Aluminium Chlorohydrate Solution - ALCHLOR AC	Four
K	Ferric Sulphate 45%	Five
L	Nitric Acid 68%	Six
M	Sodium Fluoride (GRANULAR)	Six
N	Potassium Permanganate (25 kg Pail)	One
O	Sodium Metabisulphite 31%	One
Q	Sulphuric Acid 70% strength	Six
R	Citric Acid 50%	Six

**8.5 Tender T251617HUN Supply and Delivery of Bulk Water Treatment Chemicals (Ref: C16175893; Author: Tegart/Taylor) (Continued)**

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**Background**

Council previously utilised arrangements under Local Government Procurement. The suppliers under this arrangement had difficulty meeting QPRC's requirements and delivery schedules. Council staff investigated options utilising the contract arrangements with Regional Procurement Initiative. Through this arrangements QPRC was invited to participate in a tender with Muswellbrook Shire, Cessnock City and Upper Hunter Shire for Sixteen (16) categories of chemicals.

Tender was advertised on Tenderlink on the 17<sup>th</sup> September 2016 and in the Sydney Morning Herald 20<sup>th</sup> September 2016. Thirteen (13) sets of documents were downloaded with Eight (8) tenders being received.

Tender evaluation was conducted on 20<sup>th</sup> October 2016 at QPRC Administration Centre – Queanbeyan by Council staff. The methodology used was agreed upon as per Tender Evaluation Report.

This contract will run for 24 months from 1 January 2017 to 31 December 2018. A 12 month option may be taken up based on satisfactory performance by the successful tenderer.

The % weightings and criteria were agreed upon prior to the tender closing as per the Tender Evaluation Plan applicable to this tender.

The evaluation results are determined by:

- Adding the total annual value of all individual Schedule items to determine the lowest overall price for that Schedule item.
- The lowest overall amount was awarded the full Criteria % for each Category, as shown in the Evaluation Results Table on the following page.
- Each subsequent total \$ value was then divided into the lowest total amount to obtain a score.
- Other Evaluation Criteria was evaluated based on the following factors:
  - o If the tenderer provided the required evidence to meet the benchmark, eg: ISO 9001:2008/2015 certificate and QMS document contents page, the Evaluation Panel awarded full marks for that category.
  - o If the tenderer provided partial evidence to meet the benchmark, eg: provided a QMS document contents page but they are not ISO certified, the Panel determined a lower score between 2 and 4, subject to the evidence in front of them.
  - o If the tenderer failed to meet the benchmark completely, eg: they demonstrated no ability to meet the criteria and did not provide any evidence, the Panel awarded 0 points to the tenderer for that evaluation criteria.



**8.5 Tender T251617HUN Supply and Delivery of Bulk Water Treatment Chemicals (Ref: C16175893; Author: Tegar/Taylor) (Continued)**

- Each Tenderer's Referees Score was calculated by adding the total scores obtained from the Tenderer's three nominated referees (each totalling up to 25 points) and dividing this total by the maximum possible score of 75, then multiplying this number by the allocated matrix Weighting value.

**Evaluation Results:**

	Vendor							
	One	Two	Three	Four	Five	Six	Seven	Eight
Non Price Criteria	41.67	35.20	39.87	41.47	39.47	40.20	35.47	40.53
Chlorine (70kgs)	91.67							
Aluminium Sulphate	79.51			91.47	86.43	64.90		
Sodium Hydroxide 30% (Caustic Soda)	74.35			91.47				
Sodium Hydroxide 25% (Caustic Soda)	75.32			91.47				
Hydrated Lime (BULK)	88.84					81.96	85.47	
Sodium Hypochlorite 13%	85.64			91.47				
Polymer (LT20) 25kg BAGS	68.33			67.84		58.69		90.53
Acetic Acid 75%	81.99			90.22		90.20		
Aluminium Chlorohydrate Solution - ALCHLOR AC	78.81		78.33	91.47				

**8.5 Tender T251617HUN Supply and Delivery of Bulk Water Treatment Chemicals (Ref: C16175893; Author: Tegart/Taylor) (Continued)**

	Vendor							
	One	Two	Three	Four	Five	Six	Seven	Eight
Ferric Sulphate 45%	91.10				89.47	80.16		
Nitric Acid 68%	71.54			87.52		90.20		
Sodium Fluoride (GRANULAR)	70.42					90.20		
Potassium Permanganate (25 kg Pail)	91.67			89.67		88.40		
Sodium Metabisulphate 31%	91.67							
Sulphuric Acid 70% strength	77.54			81.07		90.20		
Citric Acid 50%	82.45			90.13		90.20		

It is important to note:

- No late tenders were received.
- All tenderers had been noted as active on the ASIC website.
- No tenders were deemed non-compliant.

Whilst the Vendor 1 scored slightly higher for the category of Ferric Sulphate 45%, the QPRC evaluation panel have evaluated the bids separately and recommend Vendor 5 be awarded the contract for Ferric Sulphate 45%. The evaluation panel has made the recommendation on the basis of a cheaper price and Vendor 5 has also demonstrated to QPRC staff a higher level of customer service than those demonstrated by the referees within the tender process.

## 8.5 Tender T251617HUN Supply and Delivery of Bulk Water Treatment Chemicals (Ref: C16175893; Author: Tegart/Taylor) (Continued)

### **Implications**

#### ***Legal***

The tender has been conducted in accordance with Clause 166(a) of the Local Government (General) Regulation 2005. Conflict of Interest Declarations were signed by all participating evaluation panel members including the Regional Procurement® facilitator. The declarations are available to be viewed if required.

All tenderer insurance records were checked against Tender requirements and potential nonconformities were noted in the Evaluation Matrix for the consideration of the panel.

The evaluation was conducted in accordance with the Local Government Tendering Guidelines, Regional Procurement® Tendering Code of Conduct and Tendering Evaluation Principles and Process. Confidentiality and probity were maintained throughout the process.

In accordance with the Local Government (General) Regulation 2005 – Part 7 Tendering, where expenditure on a tender exceeds \$150,000 over the term of the contract a council must, by resolution, adopt a report accepting the tender recommendation.

#### ***Policy***

QPRC has participated in the tender in accordance with the former Palerang Council Purchasing and Procurement Policy.

#### ***Financial***

With the consolidation of requirements across QPRC, it is estimated Council will save around \$120,000 in procurement savings over a twelve month period, and will be placed in reserve.

### **Conclusion**

The evaluation panel recommends Council award the

1. That the following tenderers as listed by Schedule in the table below be appointed as the preferred supplier to Queanbeyan – Palerang Regional Council for the period 1 January 2017 to 31 December 2018, and
2. That a provision be allowed for a 12 month extension based on satisfactory supplier performance, which may take this contract through to 31 December 2019.

Schedule	Product Description	Vendor
A	Chlorine (70 Kgs Cylinders)	One
B	Aluminium Sulphate (Ltrs)	Four
C (1)	Sodium Hydroxide 30% (Caustic Soda)	Four

**8.5 Tender T251617HUN Supply and Delivery of Bulk Water Treatment Chemicals (Ref: C16175893; Author: Tegart/Taylor) (Continued)**

Schedule	Product Description	Vendor
C (2)	Sodium Hydroxide 25% (Caustic Soda)	Four
D	Hydrated Lime (BULK)	One
E	Sodium Hypochlorite 13%	Four
F	Polymer (LT20) 25kg BAGS	Eight
G	Acetic Acid 75%	Four
J	Aluminium Chlorohydrate Solution - ALCHLOR AC	Four
K	Ferric Sulphate 45%	Five
L	Nitric Acid 68%	Six
M	Sodium Fluoride (GRANULAR)	Six
N	Potassium Permanganate (25 kg Pail)	One
O	Sodium Metabisulphite 31%	One
Q	Sulphuric Acid 70% strength	Six
R	Citric Acid 50%	Six

**Attachments**

Attachment 1 Tender T251617HUN Supply and Delivery Bulk Water Treatment Chemicals Evaluation Report (*Under Separate Cover*) - **CONFIDENTIAL**

DETERMINATION REPORTS

8.6 Council Meetings - December 2016 and January 2017 (Ref: C16173843; Author: Tegart/Tegart)

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**Summary**

As is the custom in previous years, it is proposed the second meeting in December 2016 and the first meeting in January 2017 will be cancelled.

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**Recommendation**

That -

1. the Ordinary Meeting to be held on 28 December 2016 and the Ordinary Meeting to be held on 11 January 2017 be cancelled.
  2. advertisements be placed in the local press and the information made available on Council's website in accordance with Council's Code of Meeting Practice.
- 

**Background**

Council Offices will be closed between Christmas and New Year. It has been normal practice in the past to hold only one Council Meeting for the months of December and January.

It is a requirement that a Council hold at least 10 Council Meetings per year (each meeting to be held in a different month). Council will hold its last meeting for this year on 14 December 2016 and the first for next year on 25 January 2017.

**Attachments**

Nil



## DETERMINATION REPORTS

**8.7 Review of Council Meeting Frequency and Council's Meeting Terms of Reference  
(Ref: C16177035; Author: Tegart/Tegart)**

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**Summary**

Seeking a review of Council's current meeting frequency and the adoption of the terms of reference for a Planning and Strategy Committee of the Whole.

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**Recommendation**

**That -**

- 1. Council replace the first Ordinary Meeting of Council held on the second Wednesday of each month with a "Planning and Strategy Committee" meeting as outlined in this report.**
  - 2. Council adopt the terms of reference for the Committee, noting the Code of Meeting Practice and Code of Conduct applies to the Committee.**
  - 3. The Planning and Strategy Committee be delegated authority in accordance with Section 377 of the *Local Government Act 1993* to determine matters pursuant to the:**
    - **Environmental Planning and Assessment Act 1979**
    - **Local Government Act 1993**
    - **Swimming Pools Act 1992.**
    - **Roads Act 1993**
    - **Public Health Act 2010**
    - **Heritage Act 1977**
    - **Protection of the Environment Operations Act 1997**
  - 4. The first Planning and Strategy Committee be held on the second Wednesday in February, then the second Wednesday of each month thereafter.**
  - 5. Council place the changes on exhibition for 28 days.**
- 

**Background**

On 12 May 2016 the Queanbeyan-Palerang Regional Council was formed merging the former Queanbeyan and Palerang Councils. As part of the proclamation the newly formed Council was required to adopt the former Palerang Code of Meeting Practice. This practice has been in place for the past 6 months, and after review, it is proposed to change the Council Meeting Cycle and adopt the terms of reference to reflect those changes.

**8.7 Review of Council Meeting Frequency and Council's Meeting Terms of Reference  
(Ref: C16177035; Author: Tegar/Tegart) (Continued)**

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The proposed changes are as follows –

- Replace the first Council Meeting held on the second Wednesday of each month with a Planning and Strategy Committee of the Whole meeting (to be held in Queanbeyan).
- Continue holding the Ordinary Meeting of Council on the fourth Wednesday of each month (to be held in Bungendore).

In order to improve the process the following is recommended –

1. That Council Meetings be held on the fourth Wednesday of each month (except December).
2. That all development, planning, environment and strategic land-use related matters be considered at a "Planning and Strategy Committee" to be held on the second Wednesday of each month.

This Committee would comprise the Mayor/Administrator and all Councillors and have delegations to approve development related matters (DA's, DCP's, etc.).

Nothing in the creation of the Planning and Strategy Committee prevents Council from dealing with a planning matter at the

3. The normal presentations would continue to be made by the public prior to the Committee Meeting however, given that it is not a Council Meeting, a less formal arrangement would allow questions to be asked and a greater opportunity to better examine matters. The Committee would have full delegation to determine matters before it. This would remove the opportunity to having matters "debated" again unnecessarily at the next Council Meeting.
4. Staff could make presentations on development matters, refer to plans, etc. Developers could also make presentations on proposed developments or rezoning matters.
5. Urgent development related matters may still be considered at a Council Meeting. If the Planning and Strategy Committee decided to defer a matter to allow for site inspections, etc. this can be done which would allow any matter to then be considered at either a Council Meeting or the next Committee Meeting.
6. Nothing prevents a development matter being referred to a full Council Meeting where it is appropriate to consider the matter at the Bungendore based meeting because of its location or significant local community interest.
7. Any necessary site inspections can also be held prior to the Planning and Strategy Committee.
8. It is suggested that the Committee commence its meetings at 5.30pm and have matters completed by 7.30pm.  
  
Earlier start times would be possible depending on the flexibility of Administrator (Councillors).
9. While the Committee would have delegations to approve development related matters, Committee minutes would still be submitted to Council for receipt.



**8.7 Review of Council Meeting Frequency and Council's Meeting Terms of Reference  
(Ref: C16177035; Author: Tegart/Tegart) (Continued)**

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**Implications**

***Policy***

The QPRC Code of Meeting Practice at Section 5 notes the Frequency and Venue of meetings to be held at least 10 times a year and alternated between chambers. This is still maintained as only the December Council meeting is cancelled.

***Engagement***

Even though there is no substantive change to Council's Code of Meeting Practice, the decision to introduce a Committee dealing with development and planning matters should be exhibited.

The terms of reference including the delegations for the Planning and Strategy Committee is attached.

**Attachments**

Attachment 1      Planning and Strategy Committee Meeting - Terms of Reference (*Under Separate Cover*)



## DETERMINATION REPORTS

**8.8 Vacant Community Representatives - Palerang Heritage Advisory Committee (Ref: C16172285; Author: Thompson/Carswell)**

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**Summary**

Currently there are two vacant positions for community representatives on the Palerang Heritage Advisory Committee. This report recommends that nominations be called from persons in the Queanbeyan-Palerang Regional Council Local Government area to fill these positions.

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**Recommendation**

**That nominations be called from persons in the Queanbeyan-Palerang Regional Council local government area to fill the vacant community representative positions on the Palerang Heritage Advisory Committee for the period ending September 2017.**

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**Background**

Currently there are two vacant positions for community representatives on the Palerang Heritage Advisory Committee with one occurring recently following the resignation of a long standing representative. As a result current members have requested that these vacancies be filled.

The original terms of reference (Attachment 1) provides for six community representatives. This was reiterated under Item 6.11 to Council's meeting of 8 June 2016 which reviewed the membership of Council committees.

The committee meets every two months and this was noted in Attachment 2 of the report to the meeting of 8 June 2016. This report also provided that community members for committees will finish up in September 2017 per the following resolution:

- "3. *That all community or organisational representatives previously nominated to represent the community or their organisation on any committee mentioned in Attachment 1 continue to act in that role until September 2017.*"

**Implications*****Policy***

Attachment 1 sets out the terms of reference for this Advisory Committee as well as its composition. These represent a policy of the former Palerang Council. Advertising of the two vacant positions for community representatives is consistent with these terms of reference.

***Environmental***

The terms of reference provide the potential for the business of this Advisory Committee to have positive environmental outcomes.

**8.8 Vacant Community Representatives - Palerang Heritage Advisory Committee (Ref: C16172285; Author: Thompson/Carswell) (Continued)**

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***Social / Cultural***

The terms of reference also provide the potential for the business of this Advisory Committee to have positive social/cultural outcomes.

***Strategic***

The terms of reference of this Advisory Committee provide for it to deal with heritage matters at a strategic level (Attachment 1).

***Engagement***

A staff member chairs this Advisory Committee and provides it with administrative support.

***Financial***

These include a number of administrative costs e.g. costs associated with holding meetings, costs associated with reporting meetings and the like which are covered in the relevant budget.

***Resources (including staff)***

As noted above a staff member chairs this Advisory Committee and provides it with administrative support.

**Conclusion**

Current community representatives of the Palerang Heritage Advisory Committee have requested that the current vacancies be filled. At this time there are two vacancies with the Advisory Committee's terms of reference providing for six community representatives. Given these circumstances it is considered that nominations to fill the vacant positions be called for, while also noting that their terms will cease in September 2017.

**Attachments**

Attachment 1      Terms of Reference February 2015 Heritage Advisory Committee (*Under Separate Cover*)

## DETERMINATION REPORTS

**8.9 Nomination of Alternate Councillor as Delegate on Joint Regional Planning Panel for Consideration of Development Application for Solar Farm (Ref: C16179161; Author: Thompson/Thompson)**

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**Summary**

Council has received development application 389-2016 for a 15MW Ground Mounted Photovoltaic Solar Farm on land known as Environa in South Jerrabomberra. The application will be determined by the Southern Joint Regional Planning Panel (JRPP). Council's nominated delegates on the JRPP have declared a conflict of interest. Council is able to nominate an alternate member if it desires.

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**Recommendation**

**That noting the guidelines provided by the Joint Regional Planning Panel (JRPP), Council nominate Mr Peter Harrison as a representative to sit on the Southern JRPP when it considers development application 389-2016.**

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**Background**

Council has received development application 389-2016 for a 15MW Ground Mounted Photovoltaic Solar Farm in land known as Environa in South Jerrabomberra. The application will be determined by the Southern Joint Regional Planning Panel (JRPP).

The JRPP consists of three state appointed delegates, one elected member (P.Bray/Alternate Administrator Overall) and one professional officer nominated by Council (Mr Phil Gibbons). In this case Mr Bray and the Administrator have both advised that they have a conflict of interest in relation to this item and as such will not be able to sit as delegates on the JRPP.

The JRPP secretariat was contacted to determine whether Council could nominate a further Councillor as a delegate. The JRPP confirmed that Council was able to nominate a further alternate delegate.

In nominating a delegate Council and the proposed delegate need to be aware of the following guidelines:

*From Clause 4.1 - To avoid any apprehension of bias, it is not appropriate for determining bodies, such as Regional Panels or their members to participate in pre-DA meetings or any other meetings with the applicant or objectors, other than at proper meetings of the Regional Panel in accordance with these procedures.*

*From Clause 4.2 - Regional Panel members approached by any person about a DA that has been made and is to be determined by the Regional Panel, should politely advise they are a member of the Regional Panel that is to determine the DA and, as such, it is not appropriate that they have discussions about the development.*

**8.9 Nomination of Alternate Councillor as Delegate on Joint Regional Planning Panel for Consideration of Development Application for Solar Farm (Ref: C16179161; Author: Thompson/Thompson) (Continued)**

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*Any persons approaching a Regional Panel member should be encouraged to make a written submission about the proposal to the council planning staff during the notification period, who will assess all submissions in the assessment report to be provided to the Regional Panel. Additionally, panel members could also advise that there will be the opportunity for the applicant and any persons who make a submission to address the Regional Panel at its meeting.*

*From Clause 4.11 - Regional Panel members should avoid attending public meetings about a proposed development organised by members of the community. It would be difficult for Panel members to attend a public meeting and to avoid a perception that they have been influenced by the meeting. Panel members should decline the invitation and advise the meeting organisers to make a submission to council and seek to address the Panel at its meeting, so that all members of the Panel can hear all concerns as part of the determination of the application. All members of the Regional Panel are required to observe the "Joint Regional Planning Panels Code of Conduct" which requires determinations to be made impartially and based on merit. [Code attached for the information of Councillors].*

The JRPP guidelines also recommend that Council appointees consist of members with a broad range of skills and experience in development and planning matters. The selection criteria includes:

1. Senior level experience in dealing with multiple stakeholders
2. High level communication skills
3. Capability to drive high profile outcomes in a credible and authoritative manner
4. High level analytical skills; and
5. Knowledge of the assessment of complex developments and planning matters.

In light of the above requirements the Administrator has recommended that LRC Chairman Mr Peter Harrison be nominated as the alternate member for this development application. Mr Harrison is the former Mayor for Palarang Council and was nominated as that Council's representative on the JRPP. As such he meets all the guideline's pre-requisites.

### ***Financial***

Council delegates are reimbursed for their time and costs associated with determining a development application up to a maximum of \$600.

### **Conclusion**

Council's delegates on the Southern JRPP have both declared a conflict of interest in relation to DA 389-2016. While not a mandatory requirement Council has the option of nominating an alternate delegate to sit on the JRPP in relation to this DA. Once adopted by Council the nomination will then be notified to the Minister.

### **Attachments**

Nil

## DETERMINATION REPORTS

**8.10 Canning Close s.355 Committee AGM Minutes - 29 September 2016 (Ref: C16179659; Author: Bascomb/Ferguson)**

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**Summary**

The Canning Close s.355 Committee has submitted for Council's information the minutes of its Annual General Meeting and Chairperson's report, held on 29 September 2016.

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**Recommendation**

**That Council:**

- 1. note the unconfirmed minutes of the Canning Close s.355 Committee's Annual General Meeting held on 29 September 2016 and Chairperson's report;**
- 2. approve the following persons as office-bearer and Committee members of the Canning Close s.355 Committee:**

**Office-bearers:**

- a. Peter Evans (Chair and Secretary)**

**Committee:**

- b. Pete Harrison**
  - c. Toni Cuthbertson (Wamboin Pony Club)**
- 

**Implications*****Statutory***

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.

The Canning Close s.355 Committee has responsibility for the care, control and management of the Canning Close Reserve at Lot 50, DP258033, a public reserve dedicated on 9 August 1978.

**Conclusion**

It is recommended that Council note the unconfirmed minutes of the Canning Close s.355 Committee's Annual General Meeting and Chairperson's report held on 29 September 2016.

**Attachments**

- |              |  |
|--------------|--|
| Attachment 1 | Canning Close Reserve s 355 2016 AGM Minutes ( <i>Under Separate Cover</i> ) |
| Attachment 2 | Canning Close Reserve 2016 Chair's Report ( <i>Under Separate Cover</i> )    |





DETERMINATION REPORTS

**8.11 Greenways s.355 Committee AGM Minutes - 1 November 2016 (Ref: C16179628;  
Author: Bascomb/Ferguson)**

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**Summary**

The Greenways s.355 Committee has submitted for Council's information the minutes of its Annual General Meeting and Committee meeting held on 1 November 2016, together with its proposed major works program.

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**Recommendation**

**That Council That Council:**

- 1. note the unconfirmed minutes of the Greenways s.355 Committee's Annual General Meeting and Committee meeting held on 1 November 2016, together with its majors works program;**
- 2. approve the following persons as office-bearers and Committee members of the Greenways s.355 Committee:**

**Office-bearers:**

- a. Bill Taylor (Chair)**
- b. Pete Harrison (Secretary)**
- c. Maria Taylor (Treasurer)**

**Committee:**

- d. Kathy Handel (Landcare)**
  - e. Kerry Cox (Geary's Gap Pony Club)**
  - f. Peter Evans**
- 

**Background**

**Implications**

***Statutory***

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.

The Greenways s.355 Committee has responsibility for the care, control and management of the greenways in the Wamboin and Bywong areas.

**8.11 Greenways s.355 Committee AGM Minutes - 1 November 2016 (Ref: C16179628;  
Author: Bascomb/Ferguson) (Continued)**

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**Conclusion**

It is recommended that Council note the unconfirmed minutes of the Greenways s.355 Committee's Annual General Meeting and its Committee meeting, together with its majors works program, held on 1 November 2016.

**Attachments**

- |              |   |
|--------------|---|
| Attachment 1 | Greenways s 355 AGM Minutes ( <i>Under Separate Cover</i> ) |
| Attachment 2 | Greenways Major Works ( <i>Under Separate Cover</i> )       |
| Attachment 3 | Greenways s 355 GM Minutes ( <i>Under Separate Cover</i> )  |

**9.1 Pre-Gateway Review 3R Kavanagh Street Jerrabomberra (Ref: C16173399); Author: Thompson/Jansen**

**Report**

Council has considered a rezoning proposal for the land known as 3R Kavanagh Street, Jerrabomberra (on the north-western portion of Mt. Jerrabomberra) on three occasions over a period of seven years and on each occasion decided not to progress the planning proposal for the site. This last occurred at the former Queanbeyan City Council's Planning and Development Review Committees meeting of 8 April 2015 (Item 5.2, PDRC026/15).

In each case Council's decision followed consideration of the NSW Department of Planning and Environment guidelines for assessing planning proposals as well as the relevant Section 117 Directions and Council determined that the proposal was not consistent with the applicable regional and local strategies. In addition, the site is of high scenic quality and amenity and rezoning the site would reduce the environmental standard that currently applies to the land. This is in conflict with the relevant Section 117 direction.

In October 2015 the applicants lodged a Pre-Gateway Review with the NSW Department of Environment and Planning. The Pre-Gateway Review process allows an applicant to seek a rezoning review even if Council has not supported the proposal. Part of the process involves seeking Council's views and Council wrote to the Department on 16 November 2015 and again on 8 July 2016 detailing the reasons why Council did not support the proposed rezoning which to a large degree is reflected in the Department's decision.

Council by letter dated 20 October 2016 received advice that the Pre-Gateway application had been reviewed by the Department and consideration had been given to the merits of the matter as well as to whether or not the proposal should be forwarded to the Southern Joint Regional Planning Panel for its review. However, the Department's assessment determined that the proposal should not be supported for referral to the Joint Regional Planning Panel for the following reasons:

1. The planning proposal is inconsistent with the outcomes and actions under section 'Natural Environment' and 'Housing and Settlement' outlined in the *Sydney Canberra Corridor Regional Strategy 2006-31*.
2. The planning proposal is inconsistent with the *Queanbeyan Residential and Economic Strategy 2015-2031* endorsed by the Department in 2016.
3. The proposed housing development within the E4 Environmental Living Zone is not necessary to accommodate Queanbeyan's housing supply to 2031. There is adequate land available to meet housing, as outlined in the *Queanbeyan Residential and Economic Strategy 2015-2031*.
4. The planning proposal does not satisfy sustainability criteria on Housing Diversity, Avoidance of Risk and Environmental Protection under Appendix 1 of the *Sydney Canberra Corridor Regional Strategy 2006-31*.
5. The Office of Environment and Heritage has described the site as having high conservation value and has objected to the planning proposal.
6. It is likely that much of the site and adjoining land will be impacted from clearing to accommodate the requirements for bushfire hazard protection and infrastructure (roads/services) for the development.

7. The planning proposal has not adequately addressed inconsistencies with s117 Directions 2.1 Environmental Zones, 3.1 Residential Zones and 4.4 Planning for Bushfire Protection.
8. Further detailed site assessment is required to determine if the site contains Aboriginal cultural values and consistency with s117 Direction 2.3 Heritage Conservation.
9. Further work is required to determine if vehicular access to the site to service future housing is economically and technically feasible.

Based on the above reasons the Minister's delegate has decided that the planning proposal does not have strategic merit and as such the matter was not referred to the Southern Joint Regional Planning Panel for review. Based on this advice the current E2 environmental conservation zone will remain in place for the foreseeable future.

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**Recommendation**

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

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**Attachments**

Nil

**9.2 2016 Queanbeyan River Festival (Ref: C16175141); Author: Spyve/Manser****Report**

The third annual Queanbeyan River Festival was held on Saturday 29 October 2016 from 11am – 4pm, and was again packed full of family fun and interesting river themed activities. The 2016 event included the Enviro Expo and the Clearwater Sculpture Prize.

The annual Queanbeyan River Festival again delighted families with a wide range of activities: water balls; temporary tattoos; Aboriginal cultural activity; lantern making workshop; craft activities; art workshops; model ship display; historical society display; jumping castle and a safe archery activity. This year saw the return of 'Come and Try' stand-up paddleboard and kayak sessions which were extremely popular. The Q-One Indoor Sports Centre's Bouncer and SAFE Archery also proved to be a crowd pleaser.

The 2016 River Festival incorporated Council's Enviro Expo and Clearwater Sculpture Prize and Exhibition. This combined delivery model was again successful and is a viable long term model. It offered economic value to Council as it enabled savings on equipment hire and helped attract good attendance figures as it offers broad appeal and diverse range of activities.

This year the event was spread over a larger area as a new lay-out was trialled. Activities and stalls were spread across Ray Morton Park, including the sensory garden, river front, and Trinculo Place. Food stalls were located on Trinculo Place, while all the children's activities were located up near the Sensory Garden, the Enviro Expo along the river's edge near the weir, and the Sculpture Prize entries were placed along the river banks near the Queen's Bridge. The new layout was well supported by vendors and attendees and allowed for better risk management and servicing of the stalls.

The River Festival gave the community the opportunity to see the newly completed mural on the pylons of the Queen's Bridge, and feedback was overwhelmingly positive.

**Queanbeyan Regatta**

This year the ACT Eden-Monaro Cancer Support Group had 9 build-your-own boat registrations and 2 inflatables, and 3 Kayaks. This is on par with last year's registrations. This year the Cancer Support Group BBQ provided the organisation with an additional fundraising activity. The group raised approximately \$2000 between race entry fees and the BBQ.

Feedback provided by The Cancer Support Group was that they were very pleased with the promotion, layout and activities offered at the event and appreciated the assistance and collaboration with QPRC.

**OUTCOMES**

1. The Queanbeyan River Festival and associated partnership events successfully deliver on the community's desire for opportunities to connect with their community through culture and leisure activities.
2. The River Festival offers a valuable opportunity to promote the river as a key natural asset and recreational activity for the community.
3. The partnership with the Environmental Expo, Clearwater Sculpture Prize and Exhibition and addition of new attractions increased the success of the event, and will enhance Council's opportunity to deliver on the Community Strategic Plan.

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**Recommendation**

That the report be received for information.

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**Attachments**

Nil

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

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

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

**Recommendation**

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

**Item 15.1 Queanbeyan CBD Property Proposal and Queanbeyan Office**

*Item 15.1 is confidential in accordance with s10(A) (dii) of the Local Government Act 1993 because it contains 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.*