



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 13 July 2016 commencing at 5.30pm.

ATTENDANCE

Councillors:	T Overall (Chair)
Staff:	P Tegart, General Manager; P Bascomb Deputy General Manager; J Wright, Director of Planning and Environmental Services; G. Cunningham, Director of Works; M Thompson, Director Environment, Planning & Development; P Hansen, Director Infrastructure; S-J Abigail, Chief Financial Officer; D Fulton, Acting Manager Economic and Community Development and S Taylor, Acting Finance Manager.
Also Present:	W Blakey, Management Accountant (Clerk of the Meeting) and H. Hone (Minute Secretary).

1. APOLOGIES

No apologies were received.

2. PRESENTATIONS/DEPUTATIONS/PETITIONS

086/16	<p>Mr Tom Richardson – Item 6.1 – DA 212 Bombay Road, Braidwood.</p> <p><u>RESOLVED (Overall)</u></p> <p>The Administrator resolved that Mr Richardson be allowed up to 5 minutes to make his presentation.</p> <p>Mr Hugh Percy – Item 6.1 - DA 212 Bombay Road, Braidwood.</p>
087/16	<p><u>RESOLVED (Overall)</u></p> <p>The Administrator resolved that Mr Percy be given a further 2 minutes to complete his presentation.</p> <p>Mr Les Manning – Item 6.4 – Removal and Replacement of Street Trees in Crawford Street and Farrer Place.</p>

PRESENTATIONS

Ms Katrina Willis – Tabled a petition of a further 27 signatures opposing the Ellerton Drive Extension.

3. CONFIRMATION OF MINUTES**3.1 Minutes of the Ordinary Meeting of Council held on 22 June 2016**

088/16

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 22 June 2016 be confirmed.

3.2 Minutes of the Ellerton Drive Extension Proposal Determination Panel Meeting held on 30 June 2016

089/16

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Ellerton Drive Extension Proposal Determination Panel Meeting held in the Queanbeyan Bicentennial Hall on Thursday 30 June 2016 be confirmed.

3.3 Minutes of the Extraordinary Meeting of Council held on 30 June 2016

090/16

RESOLVED (Overall)

The Administrator resolved that the Minutes of the Extraordinary Meeting of Council held in the Queanbeyan Bicentennial Hall on Thursday 30 June 2016 be confirmed.

4. DECLARATIONS OF INTEREST

091/16

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 were presented.

5. MAYORAL MINUTES

Nil

6. GENERAL MANAGER'S REPORTS**6.1 Development Application DA.2016.031 – Self Storage Facility - Lot 4 DP841326 - 212 Bombay Road, Braidwood**

092/16

RESOLVED (Overall)

The Administrator resolved that:

1. Development application DA.2016.031 for Continued Use of Self-Storage Business, Alterations and Additions to Self-storage Business and Continued Use of Fence on Lot 4 DP841326, 212 Bombay Road, Braidwood be approved subject to the conditions at Attachment 3, with conditions No.4, 13, 14 and 35 being amended as follows:

Fencing

4. The existing colorbond fence along the western boundary of the site is to be dismantled and a new sheet metal fence constructed of new materials is to be erected 1.5m inside the western property boundary. The fence is not to exceed 1.8m in height and shall be finished in 'Wallaby' colour that has a low reflectivity.

Reason: To ensure that the existing unauthorised boundary fence is removed and replaced with a fence constructed of new materials, of an appropriate colour and in a location that provides room for a landscape buffer to be planted.

Building materials and finishes

13. The proposed self-storage units (Blocks A-E) are to be constructed in 'Wallaby' coloured materials that have a low reflectivity.

Reason: The building is not visually intrusive in the landscape and does not cause glare.

14. The colour scheme for the external building materials of the extension to the rear of the existing building shall be as follows:

- Western Wall – to be coloured "Wallaby"
- All Other Walls – Coloured to match the existing structure.

Note: Nothing in this condition prevents the applicant painting or re-sheeting the western wall of the existing structure so that it is coloured 'Wallaby'.

Reason: Building work is harmonious with the existing building.

Landscaping

35. Provide a landscaped buffer 1.5m wide along the western boundary between the neighbouring access road and new boundary fence. The existing colorbond fence is to be dismantled and a new sheet metal fence constructed of new materials is to be erected 1.5m inside the western property boundary. The landscape buffer is to be planted with advanced stock (2-3 years old) and incorporate 'callistemon' species and include trees capable of achieving mature heights of at least 5 m outside the easement for power, in accordance with the endorsed plans (as modified by former Palerang Council). Council must be consulted to determine compliance with the above condition prior to the commencement of planting.
2. That those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

6.2 Alcohol Free Zones at Jerrabomberra

093/16

RESOLVED (Overall)

The Administrator resolved:

1. Not to proceed with the establishment of alcohol-free zones at the:
 - Main carpark outside the shopping centre on Limestone Drive Jerrabomberra
 - Carpark adjacent to the Jerrabomberra Hotel
2. To thank the proprietor of Jerrabomberra Hotel for making Council aware of its error and confirming that the establishment of an alcohol –free zone will not proceed on the Hotel's carpark.
3. To advise the Police that Council is unable to establish an alcohol-free zone over the carparks at the Jerrabomberra Hotel and Jerrabomberra Shops.

6.3 Rabbit Control on the Queanbeyan Golf Course on Adjacent River Banks

094/16

RESOLVED (Overall)

The Administrator resolved to approve the engagement of a licenced pest controller to undertake a rabbit control program along the Queanbeyan River banks adjacent to the southern end of the Queanbeyan Golf Course.

6.4 Removal and Replacement of Street Trees in Crawford Street and Farrer Place

095/16

RESOLVED (Overall)

The Administrator resolved:

1. That Council immediately remove four (4) pencil pine trees from Crawford St to allow for the pedestrian refuges to proceed and follow on with landscape improvements including Manchurian Pear trees where suitable.
2. That Council advertise the proposal to remove six (6) pencil pine trees from Farrer Place in 2016, remove a further eight (8) in 2017-2018, and replace with an avenue of Manchurian Pear trees.

6.5 Googong Dog Parks

096/16

RESOLVED (Overall)

The Administrator resolved:

1. To approve the establishment of a dog park on the Community Land, 46 Duncan Loop, Googong.
2. Explore on site car parking, fencing and furniture options for the off leash area.
3. To declare the site a Dog Off-Leash area under the Companion Animals Act 1998.

6.6 Renewal of Lease - Queanbeyan Players - 18 Barrow Place, Queanbeyan

097/16

RESOLVED (Overall)

The Administrator resolved that:

1. Council support renewal of the lease for a two year term, to be documented as a Licence Agreement.
2. Council review options for relocating Queanbeyan Players storage and co-locating Queanbeyan Players and The Q Performing Arts Cstorage requirements.
3. The General Manager be authorised to execute the Licence Agreement on behalf of the Council.

6.7 Event Review

098/16

RESOLVED (Overall)

The Administrator resolved to:

1. receive the Events Review report and note the recommendations contained within it.
2. endorse the following specific recommendations contained in the Event Review Report:
 - 2.1 That a specific brand be created and used on all Council events;
 - 2.2 That a dedicated Civic Events position is created to coordinate and manage Civic Events;
 - 2.3 That community consultation be undertaken to develop a detailed concept, marketing and strategic plans for a flagship event;
 - 2.4 That any surplus funds allocated to existing events be used for the development of a series of evaluation tools to measure economic and social impacts of Council events.
 - 2.5 That the Family Fun Day be moved to the June – August period as a one year trial.
3. work with the ACT and other LGAs in the Canberra region to calendar coordinate the timing and type of events to minimise conflicts and maximise event participation.

6.8 Economic Evaluation of the Queanbeyan Gift

099/16

RESOLVED (Overall)

The Administrator resolved to:

1. advise the organisers of the Gift that Council will continue supporting the event for 2016/17 by providing the venue for the event and field preparation, along with \$30,000 to be used for prize money and that they will be responsible for the provision of all other activities associated with running the event.
2. approve a realignment of budget (of \$60,000) to fund two additional Street Parties (Bungendore and Braidwood) and tourism promotion.

6.9 South Western Wireless

100/16

RESOLVED (Overall)

The Administrator resolved that:

1. Council authorise the General Manager to enter negotiations with South Western Wireless to install infrastructure on Council owned land to deliver wireless services in Queanbeyan and Jerrabomberra; with the potential to provide the benefit of free wireless to the Queanbeyan CBD.
2. A report be provided to Council in due course.

6.10 Minutes of the Local Representation Committee Meeting - 17 June 2016

101/16

RESOLVED (Overall)

The Administrator resolved to:

1. Note the minutes of the Local Representation Committee meeting of 17 June 2016.
2. Note the recommendations of the Committee consisting of:

LRC 001/16 The Committee:

1. Agreed to the members of the LRC being Council representatives on the committees as set out in Attachment 2 of this report.
2. That the Council explore establishing a committee for the management of all of Mick Sherd Oval rather than just the canteen.

3. That a review be undertaken of the S355 sporting grounds committees to examine how differently they could be managed.
4. That an examination of the various facilities within the Local Government Area be undertaken to see whether they could be subject to license agreements.

LRC 002/16 The Committee:

Agreed that the Committee Chair will consult with the Administrator to establish a schedule of meetings.

LRC 003/16 The Committee:

Agreed that the next meeting of the Local Representation Committee will be held on Friday 15 July at 2.00pm at the Bungendore Office.

6.11 Council representation at 2016 LGNSW Conference

102/16

RESOLVED (Overall)

The Administrator resolved to note the report.

6.12 Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy

103/16

RESOLVED (Overall)

The Administrator resolved to:

1. Agree to use the existing Policy for the Payment of Expenses and Provision of Facilities for the Mayor and Councillors of the former Palerang Council, as amended, as an interim measure for the reimbursement of expenses incurred by the Administrator and the members of the Local Representation Committee.
2. Agree to place the Draft Payment of Expenses and Provision of Facilities for Mayor and Councillors Policy on public exhibition for the statutory period as per the requirements of S252 of the Local Government Act.

6.13 Mobile Communications Tower Margaret Donoghoe Sportsground

104/16

RESOLVED (Overall)

The Administrator resolved:

1. That Service Stream Mobile Communications be advised that after public consultation and objection received, that the Council is not prepared to progress the execution of a twenty year Licence Agreement for a telecommunications facility at Margaret Donoghoe Sportsground.
2. That approval for the lodgement of the Development Application for the erection of a Mobile Communication facility at Margaret Donoghoe Sportsground be withdrawn.

6.14 Formation of Audit Committee

105/16

RESOLVED (Overall)

The Administrator resolved:

1. That Council establish an Internal Audit Committee comprising the following external members: Mr Andrew Cox, Dr Ken Croft and Mr Max Shanahan, with external member fees set at \$400 and Chair fee at \$550 per meeting, and an audit budget of \$180,000.
2. That the Audit Committee initially include the Administrator or his delegate and subsequently a councillor elected by the Council.
3. That as an immediate priority the Committee review the Committee Charter, the audit program and arrangements to complete the program.

6.15 General Donations Distribution - Amended

106/16

RESOLVED (Overall)

The Administrator resolved:

1. Confirm the donations allocated on 22 June 2016.
2. Note that the amount of funds distributed is \$49,791.81
3. Agree to increase the allocation by \$9,791.81 for the financial year 2016/17
4. Note that the unallocated funds (\$208.19) be retained for the "Emergency" Vote and/or other defined Donations as agreed to by Council.

5. Allocate a further \$5,000 to the Emergency Vote.

6.16 Stronger Communities Fund

107/16

RESOLVED (Overall)

The Administrator resolved:

1. That, in accordance with the Stronger Communities Fund Guidelines, Council appoint the following persons to the Assessment Panel:
 - Mr Tim Overall (Queanbeyan-Palerang Regional Council Administrator)
 - Mr John Barilaro (Member for Monaro) (or his representative)
 - Ms Heidi Stratford (Illawarra & South East Regional Coordinator of the Department of Premier and Cabinet) (or her delegate)
 - Other member/s appointed by the Administrator, as required
 - Chair, Internal Audit Committee
2. That Council extend an invitation to not for profit incorporated community groups and organisations and its s 355 committees to submit projects for potential funding under the Stronger Communities Fund.
3. That Council endorse the timelines identified in this report.

7. COMMITTEE REPORTS

7.1 Report of the Queanbeyan Heritage Advisory Committee - 20 June 2016

108/16

RESOLVED (Overall)

The Administrator resolved:

That the Report of the Heritage Advisory Committee held on 20 June 2016 be received and the recommendations contained therein be adopted.

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|------------|---|
| HAC 009/16 | That the Report of the meeting of the Committee held on 18 April 2016 be confirmed. |
| HAC 010/16 | The Committee supports the modifications to 3 McKeahnne Street and the construction of a new dwelling and garage to the rear of the site. |

8. NOTICES OF RESCISSION

Nil

9. NOTICES OF MOTION

Nil

10. QUESTIONS ON NOTICE

Nil

11. RESPONSES TO QUESTIONS ON NOTICE

Nil

12. COUNCILLORS' REPORTS

Nil

13. INFORMATION ITEMS**13.1 State of City and End of Term Report**

109/16

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

13.2 Loose-Fill Asbestos Insulation Update

110/16

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

13.3 Proposed Local Government Legislation Changes

111/16

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

13.4 Report of Site Inspection 212 Bombay Road Braidwood held on 12 July 2016

112/16

RESOLVED (Overall)

The Administrator resolved that the report be received for information.

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

At this stage of the proceedings Mr Overall advised that there were four items on the Agenda that should be dealt with in Closed Session.

Mr Overall then asked that, in accordance with Clause 27 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 received.

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:

15.1 Potential Land Acquisition - Queanbeyan River Floodplain

Item 15.1 is confidential in accordance with s10(A) (c) (di) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct); AND commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

15.2 Write off of water consumption charges due to concealed leak

Item 15.2 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

15.3 Bungendore Property - Loose Fill Asbestos

Item 15.3 is confidential in accordance with s10(A) (b) of the Local Government Act 1993 because it contains discussion in relation to the personal hardship of a resident or ratepayer and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

113/16

15.4 Staff Matter

Item 15.4 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter

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

The meeting returned to Open Sessions by virtue of Resolution No. 118/16 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.

15.1 Potential Land Acquisition - Queanbeyan River Floodplain

The Administrator resolved:

1. The General Manager be authorised the General Manager to negotiate the acquisition of the property up to the value outlined in the report.
2. That pending successful negotiation of the acquisition of the property as per 1, that the Contract of Sale be executed under the seal of the Council.

15.2 Write off of water consumption charges due to concealed leak

The Administrator resolved:

1. That as a matter of policy, following investigation into undetected leaks and high water consumption in the Queanbeyan urban area, Council may write off the difference between the Council water consumption charge and the cost of water charged to Council by ICON Water.
2. To write off Water Consumption Charges of:
 - 2.1 \$3,435.21 from Resident 1's water account
 - 2.2 \$346.50 from Resident 2's water account

15.3 Bungendore Property - Loose Fill Asbestos

The Administrator resolved that this matter be deferred for a further report to a meeting of Council.

15.4 Staff Matter

The Administrator resolved that no further action be taken on this matter.

At this stage in the proceedings, the time being 6.18pm Mr Overall announced that the Agenda for the meeting had now been completed and declared the meeting closed.

**TIM OVERALL
ADMINISTRATOR
CHAIRPERSON**