



MINUTES OF THE EXTRAORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Council Chambers, 10 Marjara Street, Bungendore on Thursday, 19 May 2016 commencing at 5.30pm.

## **ATTENDANCE**

<b>Councillors:</b>	T Overall Administrator (Chair)
<b>Staff:</b>	P Bascomb, Acting General Manager; L. Gibson, Director People, Processes and Technology; J Wright, Director of Planning and Environmental Services; G. Cunningham, Director of Works; M Thompson, Director Environment, Planning & Development; P Hansen, Director Infrastructure; Ms Sally-Jane Abigail, Chief Financial Officer and P Spyve, Acting Director Economic and Community Development.
<b>Also Present:</b>	K Bishop, Implementation Liaison Manager Local Government Reform, Dept of Premier & Cabinet; S Taylor, Acting Finance Manager (Clerk of the Meeting); H Hone (Minute Secretary) and Mrs L Ison (Team Leader – Customer Service).

The Administrator (Mr Overall) welcomed all present to the inaugural meeting of the Queanbeyan-Palerang Regional Council and declared the meeting open.

Before commencing proceedings Mr Overall acknowledged the traditional custodians of the lands making up the Queanbeyan-Palerang region and paid respect to elders past and present and to any Aboriginal people present at the meeting.

Mr Overall also acknowledged former councillors of Queanbeyan City and Palerang Councils present and also the former Mayor of Palerang Council.

The NSW Government Proclamation of 12 May 2016 saw both councils dissolved which meant the councillors ceased to hold office as of that date. Mr Overall extended appreciation to councillors for their dedicated work in representing their local communities.

## **1. APOLOGIES**

The Administrator noted the apology from Mr Peter Tegart (General Manager).

**2. PRESENTATIONS/DEPUTATIONS/PETITIONS**

**Mr Paul Cockram** – Item 4.2 – Schedule of Council Meetings, Local Representative Committees.

**Mr Richard Graham** – Item 4.3 – Miscellaneous Provisions - Creation of Queanbeyan-Palerang Regional Council.

**Mr George Brown-Bill** – Item 4.3 - Miscellaneous Provisions - Creation of Queanbeyan-Palerang Regional Council.

**Ms Emma Ward** – Item 4.3 - Miscellaneous Provisions - Creation of Queanbeyan-Palerang Regional Council.

**Mr Peter Marshall** – Item 4.2 - Schedule of Council Meetings, 4.3 - Miscellaneous Provisions - Creation of Queanbeyan-Palerang Regional Council, 4.7 - Delegations - Interim General Manager and 6.1 - Ellerton Drive Extension.

**Mr Greg Nye** – Item 4.1 – Code of Meeting Practice and its provisions for public participation - Creation of Queanbeyan-Palerang Regional Council.

**Ms Margot Sachse** – Item 4.3 - Miscellaneous Provisions - Creation of Queanbeyan-Palerang Regional Council.

**Ms Terry Sullivan** – Item 4.3 - Miscellaneous Provisions - Creation of Queanbeyan-Palerang Regional Council.

**4. DECLARATIONS OF INTEREST**

001/16

**RESOLVED (Overall)**

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

No disclosures were presented.

**5. GENERAL MANAGER'S REPORTS****4.1 Code of Meeting Practice and its provisions for public participation**

002/16

**RESOLVED (Overall)**

The Administrator resolved:

1. To note that its meetings will operate under the provisions of the former Palerang Council's Code of Meeting Practice as required

by the NSW Government Proclamation No.242 of 12 May 2016,  
and

2. That a review of the Code of Meeting Practice take place to examine issues pertaining to public input to council meetings and to look at these in relation to custom and practice of the former two councils and to ensure they comply with the provisions of the Act and Regulation. In line with part 2, chapter 12 of the Act it is proposed that any such changes follow the consultation requirements as set out in the Act.

#### 4.2 Schedule of Council Meetings

003/16

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

The Administrator resolved:

1. To adopt the meeting schedule as set out in this report and listed below.
2. That the Administrator and the General Manager explore the possibility of holding one to two meetings of council in Braidwood during the period of Administration.

Meeting Date	Location
Wednesday 8 June	Queanbeyan
Wednesday 22 June	Bungendore
Wednesday 13 July	Queanbeyan
Wednesday 27 July	Bungendore
Wednesday 10 August	Queanbeyan
Wednesday 24 August	Bungendore
Wednesday 14 September	Queanbeyan
Wednesday 28 September	Bungendore
Wednesday 12 October	Queanbeyan
Wednesday 26 October	Bungendore
Wednesday 9 November	Queanbeyan
Wednesday 23 November	Bungendore
Wednesday 14 December	Queanbeyan or Bungendore

#### 4.3 Miscellaneous Provisions - Creation of Queanbeyan-Palerang Regional Council

004/16

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

The Administrator resolved:

1. To receive this report for information;
2. To request the General Manager commence the process of calling for Expressions of Interest for membership of the Local

Representative Committee.

**4.4 Albion Hotel - Lot 1 DP 598830, 19 Wallace Street, Braidwood - Renovation of Existing Building - DA.2015.138**

005/16

**RESOLVED (Overall)**

The Administrator resolved:

1. To note the report; and
2. To ask the General Manager to write to the Deputy Chief Executive, Regional Operations and Heritage, Office of Environment and Heritage requesting that the Division's, assessing officers and senior staff meet with staff from Council's Planning and Environmental Division and Heritage Advisor in Braidwood to discuss:
  - a) the management of the development assessment process including site visits, discussions between staff prior to agreeing to conditions of consent, the quality of plans and accompanying documents and the format and content of conditions of consent
  - b) the unique situation of the majority of Braidwood being in the state conservation area 'Braidwood and its setting' on the state heritage list and it being a lively rural town like many others in NSW and the management of this in relation to development.

**4.5 Bicentennial Hall Bathroom Renovations - Tender 07/2016**

006/16

**RESOLVED (Overall)**

The Administrator resolved that Council award Contract No. 07/2016 to Tenderer 2 Monarch Building Solutions Pty Ltd for the refurbishment of Bicentennial Hall Bathrooms, with a total budget of \$226,000 ex GST.

**4.6 Media Protocols**

007/16

**RESOLVED (Overall)**

The Administrator resolved:

1. To endorse the media protocols
2. To endorse the social media protocols
3. To request the General Manager to review the media and social

media policies of the former Queanbeyan City Council and Palerang Council and submit a draft Policy to the Administrator at a future meeting for adoption.

#### 4.7 Delegations - Interim General Manager

008/16

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

The Administrator resolved to receive and note this report:

#### 4.8 Disclosure by Councillors and Designated Persons Return

009/16

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

The Administrator resolved to note that the pecuniary interest return of the Administration as at 12 May 2016 has been tabled pursuant to Section 450A of the Local Government Act 1993.

### 6. COMMITTEE REPORTS

#### 5.1 Report of the Local Traffic Committee - 27 April 2016

010/16

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

The Administrator resolved that the Report of the Local Traffic Committee held on Wednesday 27 April 2016 be received and the recommendations contained therein be adopted.

LTC04/16 Under the Roads ACT 1993 road closures approved for the 2016 Jerrabomberra ANZAC day ceremony

LTC05/16 Under Road Transport Act 2013:

- ☐ Implement the new pedestrian refuges as per the design plan with the committees' noted minor changes
- ☐ Remove the kerb at the intersection of Antill Street and Crawford Street to allow delivery truck access
- ☐ Install a concrete island at the intersection of Crawford Street and Morisset Street to prevent vehicles from turning left from the parking lane

LTC06/16 Under S116 & S117 Roads ACT 1993

- ☐ Queanbeyan LTC supported Queanbeyan City Council's proposal to erect barriers and notices that would prevent or restrict access to public roads contained within DP 15764 and DP15222 (Curtis Estate) and noted that RMS will be advised of this position

LTC07/16 Under Road Transport Act 2013 endorse the signage and line marking for the Wanna Wanna Road upgrade

- LTC08/16 Under the Roads ACT 1993 approve road closures for Tuesday 31 May 2016 for Reconciliation Walk 2016 from 10.30am to 11.00 am of:
- ☐ Bungendore Road – between Atkinson Street and Queen's Bridge
  - ☐ Monaro Street – between Queen's Bridge and Lowe Street
  - ☐ Crawford Street – between Morisset Street and Rutledge Street
- LTC09/16 Under Road Transport Act 2013 approve design plans for parking changes at Farrer Street Car Park that will see:
- ☐ Staff Car parking for 5 spaces perpendicular to Lowe Street
  - ☐ 3 Staff car parking bays parallel to Lowe St to be removed and replaced with 1 hour parking
  - ☐ Removal of 9 car parking bays in the middle of the car park to be replaced by two larger vehicle car parking spaces positioned as angled parking and timed for 2 hours
  - ☐ Refresh and re-size line-marking for parking spaces perpendicular to Lowe Street that will see 14 vehicle spaces marked
- LTC10/16 Under Road Transport Act 2013 approve design plans to swap the bus stop zone with the taxi and loading zone on the K-Mart side of Morisset Street
- LTC11/16 Under Road Transport Act 2013 approve the installation of a clear zone on Collett Street at the drive-way to the bus interchange
- LTC12/16 Under Road Transport Act 2013 approve the removal of two disabled car parking positions on Isabella Street leaving two taxi zone car parking positions that will operate during school zone times
- LTC13/16 Under Roads Act 1993, AS1742 and AS 1743 support the installed and proposed Traffic Control Devices, line markings and street signage installed and proposed for Neighbourhood 1A Stage 5 & 6, Neighbourhood 1B Stage 1 & 2 with the noted minor changes for continuity lines at intersections
- LTC14/16 Under the Road Transport Act 2013 approve as per design plans:
- ☐ Relocation of the children's crossing on Anne Street as per design plans  
Installation of pedestrian fencing at the Edwin Land

- ☐ Parkway exit of Jerrabomberra Roundabout
  - ☐ Installation of a marked foot crossing (zebra crossing) at the pedestrian refuge on Collett Street
  - ☐ Installation of pedestrian refuge at intersection of Glebe Avenue and Cooma Street as per design plans
- LTC15/16 Under Road Transport ACT 2013 approve the installation of:
- ☐ Stop signs Ahead on High Street for both North and South Bound Traffic
  - ☐ Double Barrier Line on the bend of Hincksman Street
  - ☐ No Parking signs a the Intersections of Hincksman Street and High Street

## 7. INFORMATION ITEMS

### 6.1 Ellerton Drive Extension

011/16

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

The Administrator resolved that the report be received for information.

### 6.2 Strategic Planning Projects Status Report

012/16

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

The Administrator resolved that the report be received for information.

At this stage in the proceedings, the time being 6.27pm Mr Overall announced that the Agenda for the meeting had now been completed and declared the meeting closed.

**MR TIM OVERALL  
ADMINISTRATOR  
CHAIRPERSON**