



Ordinary Meeting of Council

AGENDA

11 May 2022

Commencing at 5.30pm

**Council Chambers
253 Crawford St
Queanbeyan**

Despite the easing of COVID restrictions, it should be noted that there is a limited number of public gallery seats available in the Chambers. Presentations can be made in writing or via Zoom. A live stream of the meeting can be viewed at:

<http://webcast.qprc.nsw.gov.au/>

Statement of Ethical Obligations

The Mayor and Councillors are reminded that they remain bound by the Oath/Affirmation of Office made at the start of the council term to undertake their civic duties in the best interests of the people of Queanbeyan-Palerang Regional Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act, to the best of their skill and judgement.

The Mayor and Councillors are also reminded of the requirement for disclosure of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with the Code of Conduct and Code of Meeting Practice.

On-site Inspections - Nil

Queanbeyan-Palerang Regional Council advises that this meeting will be webcast to Council's website. Images and voices of those attending will be captured and published.

A recording of the meeting will be archived on the website.

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Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

16.1 Bungendore Office and Property Development

Item 16.1 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS

Open Attachments

- Item 9.1 Road Naming Proposal - Jumping Creek - Greenleigh
Attachment 1 Proposed Road Names - Jumping Creek (Under Separate Cover)
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- Item 9.2 Road Naming Proposal - Stage 1 Elm Grove Estate - Bungendore
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- Item 9.5 Establishment of a Section 355 Committee for Mongarlowe Community Hall
Attachment 1 Request to Establish S355 Committee Mongarlowe Community Hall (Under Separate Cover)
- Item 9.7 QPRC Disability Inclusion Action Plan 2022 - 2026
Attachment 1 Disability Inclusion Action Plan 2022-2026 (Under Separate Cover)
- Item 9.8 QPRC Community Strategic Plan
Attachment 1 Summary of submissions and staff responses and recommendations (Under Separate Cover)
Attachment 2 Collated submissions - redacted (Under Separate Cover)
Attachment 3 Online workshop results (Under Separate Cover)
Attachment 4 Amended Community Strategic Plan - including councillor feedback (Under Separate Cover)
- Item 9.10 QPRC Internal Audit Charter
Attachment 1 QPRC Internal Audit Charter (Under Separate Cover)

**QUEANBEYAN-PALERANG REGIONAL COUNCIL
ORDINARY MEETING OF COUNCIL**

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Closed Attachments

- Item 9.6 Application for a QPRC Cultural Grant 2021/22
 - Attachment 1 Funding Application (Under Separate Cover)*
- Item 16.1 Bungendore Office and Property Development
 - Attachment 1 2 - 10 Majara Street Claim (Under Separate Cover)*
 - Attachment 2 Crown Land Claim (Under Separate Cover)*
 - Attachment 3 Disturbance Cost Claim (Under Separate Cover)*
 - Attachment 4 QS Report (Under Separate Cover)*
 - Attachment 5 Valuation Report (Under Separate Cover)*
 - Attachment 6 Covering Letter (Under Separate Cover)*
 - Attachment 7 2 Majara Street Lease (Under Separate Cover)*
 - Attachment 8 10 Majara Street Lease (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held at the Queanbeyan Council Chambers, 253 Crawford Street, Queanbeyan on Wednesday, 27 April 2022 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)
Cr Burton
Cr Grundy
Cr Livermore
Cr Preston (via Zoom)
Cr Taskovski
Cr Ternouth
Cr Webster (via Zoom)
Cr Willis
Cr Wilson

Staff: P Hansen, A/CEO
M Thompson, Portfolio General Manager Natural and Built Character
J Richards, Portfolio General Manager Community Choice
K Monaghan, Portfolio General Manager Organisational Capability
D Tooth, A/Portfolio General Manager Community Connections

Also Present: W Blakey, Clerk of the Meeting
L Ison, Minute Secretary

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the traditional custodians of the land upon which the meeting was held.

3. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

166/22

RESOLVED (Ternouth/Wilson)

That apology for non-attendance from Cr Biscotti be received and that leave of absence be granted.

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 13 April 2022**

167/22

RESOLVED (Willis/Taskovski)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 13 April 2022 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

168/22

RESOLVED (Willis/Taskovski)

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

The resolution was carried unanimously.

There were no disclosures.

6. ADJOURNMENT FOR PUBLIC FORUM

At this stage of the proceedings, the time being 5.33pm, Cr Winchester advised that the meeting should now adjourn for the Public Forum.

169/22

RESOLVED (Winchester/Ternouth)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.33pm and resumed at 5.43pm.

7. MAYORAL MINUTE

There was no Mayoral Minute.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

Cr Grundy raised a point of order requesting to speak to the Rescission motion that had been withdrawn from the business paper stating that the withdrawal was possibly not lawful. The Mayor advised discussion on the motion was not permitted as the item was withdrawn from the agenda.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 Development Application - DA.2021.1537 - Subdivision - 47 Torrens Title Residential Lots and 2 Lots for Public Reserves; Creation of a Public Laneway - 10 Elkhorn Road, Tralee**

170/22

RESOLVED (Livermore/Taskovski)

That:

1. Development application DA.2021.1537 for a subdivision to create 47 Torrens title lots, 2 public reserve lots and a public laneway on Lot 86 DP 1269436, No. 10 Elkhorn Road, Tralee be granted conditional approval.
2. Those persons who lodged a submission(s) on the application be advised in writing of the determination of the application.

For: Crs Burton, Grundy, Livermore, Preston, Taskovski,
Ternouth, Webster, Wilson, and Winchester

Against: Cr Willis

9.2 Tenderer for Construction of Additional Amenities and Change Rooms at Steve Mauger Netball Courts, Karabar

171/22

RESOLVED (Willis/Taskovski)

That Council award the contract for the construction of Access Upgrade to Karabar Netball Courts Change Rooms to Ausco Modular for the lump sum price of \$520,732.77 excluding GST.

The resolution was carried unanimously.

9.3 QPRC Community Strategic Plan

172/22

RESOLVED (Willis/Wilson)

That consideration of the QPRC Community Strategic Plan be deferred to the 11 May 2022 Ordinary meeting.

The resolution was carried unanimously.

- 173/22 **9.4 Health, Safety, Environment and Quality (HSEQ) Policy - Updated to Address 2021 HSEQ Triennial Audit Opportunity for Improvement**
RESOLVED (Willis/Grundy)
That Council adopt the amended HSEQ Policy.

The resolution was carried unanimously.
- 174/22 **9.5 Investment Report - March 2022**
RESOLVED (Wilson/Preston)
That Council:
 1. Note the investment return for March 2022 was -\$114,433.
 2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, the Local Government (General) Regulation 2005 and Queanbeyan-Palerang Regional Council's Investment Policy.
 3. Receive the Investment Report for the month of March 2022.
The resolution was carried unanimously.
- 175/22 **9.6 Delivery Program 2022-26 and Operational Plan 2022-23**
RESOLVED (Willis/Ternouth)
That Council endorse the draft Delivery Program 2022-26 and Operational Plan 2022-23 for public exhibition.

The resolution was carried unanimously.
- 176/22 **9.7 Draft Revenue Policy and Fees and Charges 2022-23**
RESOLVED (Willis/Ternouth)
That Council adopt the Draft 2022-23 Revenue Policy and Draft Fees and Charges for Public Exhibition.

The resolution was carried unanimously.
- 10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**
- 177/22 **10.1 Summary of Road Renewal and Maintenance Activities - Quarter 3 2021/22**
RESOLVED (Wilson/Webster)
That the report be received for information.

The resolution was carried unanimously.

10.2 Music by the River 2022 Event Evaluation

178/22

RESOLVED (Preston/Wilson)

That:

1. The report be received for information.
2. A vote of thanks be forwarded to Council staff involved in this excellent event congratulating them for the excellent work in preparing for and executing this event.

The resolution was carried unanimously.

10.3 Councillor Workshops

179/22

RESOLVED (Willis/Livermore)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES**11.1 Local Traffic Committee Meeting Minutes - 5 April 2022**

180/22

RESOLVED (Taskovski/Livermore)

That Council:

1. Note the minutes of Local Traffic Committee held on 5 April 2022.
2. Adopt recommendations LTC 15/2022 to LTC 18/2022 from the meeting held on 5 April 2022.

LTC 15/2022: Under the *Roads Act 1993*, approve the TCP for the Queanbeyan Reconciliation Walk 2022

LTC 16/2022: Under the *Roads Act 1993*, approve the TCP for the Queanbeyan Christmas in July 2022.

LTC 17/2022: Under the *Roads Transport Act 2013*, approve proposed changes to No Name Lane and Morisset St car park as per design.

LTC 18/2022: Under the *Road Transport Act 2013*, approve proposed line marking and signage changes to Cooma Street as per design.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

There were no Notices of Motions.

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegates reports.

14. QUESTIONS WITH NOTICE**14.1 Responses to Councillors' Questions**

181/22

RESOLVED (Willis/Grundy)

That the report be received for information.

The resolution was carried unanimously.

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

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

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

There were no presentations.

16. REPORTS FOR CLOSED SESSION

182/22

RESOLVED (Winchester/Ternouth)

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 16.1 Inclusion of Positive Covenant over Land in Deed of Agreement with Googong Sports Club & Googong Township

Item 16.1 is confidential in accordance with s10(A) (a) (di) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors); 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.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 6.01pm to discuss the matters listed above.

Mr Thompson left the Chambers at 6.01pm.

16.1 Inclusion of Positive Covenant over Land in Deed of Agreement with Googong Sports Club & Googong Township

183/22

RESOLVED (Wilson/Taskovski)

That Council:

1. Reaffirm Council's endorsement of the Deed of Agreement in accordance with resolution 321/21 on 27 October 2021.
2. Endorse the revised Agreement For Lease (11/02/2.22).
3. Authorise the CEO to execute the Deed of Agreement and revised Agreement for Lease.

For: Crs Burton, Livermore, Preston, Taskovski, Webster, Wilson and Winchester

Against: Crs Grundy, Ternouth and Willis

184/22

RESOLVED (Winchester/Taskovski)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 6.15pm.

Mr Thompson returned to the Chambers at 6.16pm.

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

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

17. CONCLUSION OF THE MEETING

On behalf of all Councillors, the Mayor thanked Phil Hansen for acting in the CEO role stating he has done an admirable job.

The time being 6.17pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER
MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

9.1 Road Naming Proposal - Jumping Creek - Greenleigh (Ref: ; Author: Thompson/Knight)

File Reference: 26.4.1-04

Summary

Council has received a request from the proponents of the development at Jumping Creek in Greenleigh to name the 11 new roads within this subdivision. This report considers the names proposed and recommends endorsement for public exhibition.

Recommendation

That Council:

1. **Adopt in principle the following proposed names for the new roads created within the Jumping Creek development area:**
 - **Bedrock Street**
 - **Bushland View**
 - **Jumping Creek Road**
 - **Kiln Lane**
 - **Limeburner Way**
 - **Marchiori Crescent**
 - **Petralia Street**
 - **Primrose Avenue**
 - **Rottenbury Crescent**
 - **Sayersbury Street**
 - **Shannon Terrance**
 2. **Exhibit the names for public comment for 28 days.**
 3. **Publish a notice in the NSW Government Gazette if no objections are received.**
-

Background

The NSW Southern Regional Planning Panel approved a large lot subdivision in Greenleigh under DA 109-2019 in January 2022. Construction of this subdivision will commence shortly, and it is time to consider potential street names for this development.

Council has worked with the applicant's consultant and the Geographical Names Board (GNB) to arrive at a list of names which differ from those elsewhere in the local government area and meet the criteria for road naming set down by the GNB.

The developer has chosen to recognise the historic lime-burning industry that operated in and around the area from the mid-1800s. The proposal consists of road names relating to the people, industry, geology, and geography associated with the area. The source of these names is shown in Attachment 1

The layout of the roads and the names allocated to each is shown in Attachment 2.

The names selected are generally unambiguous and easy to spell and pronounce. They are all recommended for public exhibition.

9.1 Road Naming Proposal - Jumping Creek - Greenleigh (Ref: ; Author: Thompson/Knight) (Continued)

Policy

The Code of Practice for addressing premises requires the recommended road names be reported to Council and then advertised for public comment. If supported by Council and the Geographical Names Board and there are no objections received from notifications, the notice will be published in the NSW Government Gazette. If any objections are received, a further report will be put to Council.

Consultation

The proposed names will be exhibited for 28 days for public comment



Financial

All costs associated with advertising of the road name and supply of road name plates are to be borne by the developer in accordance with Council's adopted fees and charges and the conditions of the development consent issued for the subdivision.

Conclusion

The names chosen are unique and interesting names selected under an appropriate theme. The names have been selected in accordance with Council's Code of Practice for the Naming of Roads and the Geographical Names Board guidelines for the naming of roads. It is recommended that the names in Attachment 1 be endorsed for public exhibition.

Attachments

- | | |
|--|--|
| Attachment 1 | Proposed Road Names - Jumping Creek (<i>Under Separate Cover</i>) |
|  Attachment 2 | Map - Road Name Allocation - Jumping Creek (<i>Under Separate Cover</i>) |
|  | |

9.2 Road Naming Proposal - Stage 1 Elm Grove Estate - Bungendore (Ref: ;
Author: Thompson/Lamont)

File Reference: 26.4.1-4 & DA.2020.1469

Summary

Council has received a request from the proponents of the development known as Elm Grove in Bungendore to name seven new roads within Stage 1 of the subdivision. This report considers the names proposed and recommends endorsement for public exhibition.

Recommendation

That Council:

- 1. Adopt in principle the following proposed names for the new roads created within the Stage 1 Elm Grove development area:**
 - **Birchfield Drive**
 - **Cobb Court**
 - **Harp Avenue**
 - **McClung Drive**
 - **Nelson Terrace**
 - **Strathmore Place**
 - **Whitton Rise**
 - 2. Exhibit the names for public comment for 28 days.**
 - 3. Publish a notice in the NSW Government Gazette if no objections are received.**
-

Background

Council approved a 91 Lot residential subdivision in the north of Bungendore under DA.2020.1469. Construction of the subdivision is nearing completion and it is time to consider potential street names for this development.

Council has worked with the developer and the Geographical Names Board (GNB) to arrive at a list of names which differ from those elsewhere in the local government area and meet the criteria for road naming set down by the GNB.

The developer has chosen to continue a theme of 'local Bungendore historical names and buildings'. A list of the nominated names is shown below. A more detailed list showing the origin of the names is provided in Attachment 1.

The layout of the roads and names allocated to each is shown in Attachment 2.

The names selected are generally unambiguous and easy to spell and pronounce. They are all recommended for public exhibition.

9.2 Road Naming Proposal - Stage 1 Elm Grove Estate - Bungendore (Ref: ; Author: Thompson/Lamont) (Continued)

Implications***Policy***

The Code of Practice for addressing premises requires the recommended road names be reported to Council and then advertised for public comment. If supported by Council and the Geographical Names Board and there are no objections received from notifications, then the notice will be published in the NSW Government Gazette. If any objections are received, then a further report will be put to Council.

Engagement

Council staff have submitted these names to the Geographical Names Board of NSW (GNB) for pre-approval.

The proposed name will be exhibited for 28 days for public comment.



Financial

All costs associated with advertising of the road name and supply of road name plates are to be borne by the developer in accordance with Council's adopted fees and charges and the conditions of the development consent issued for the subdivision.

Conclusion

The names chosen are unique and interesting names selected under an appropriate theme. The names have been selected in accordance with Council's Code of Practice for the Naming of Roads and the Geographical Names Board guidelines for the naming of roads. It is recommended that the names in Attachment 1 be endorsed for public exhibition.

Attachments

- | | |
|---|--|
| Attachment 1
 | Proposed Road Names - Stage 1 - Elm Grove Estate, Bungendore
(Under Separate Cover) |
| Attachment 2
 | Road Name Locations - Stage 1 - Elm Grove Estate, Bungendore (Under Separate Cover) |

9.3 Road Naming Proposal - Blacksmiths Lane - Queanbeyan (Ref: ; Author: Thompson/Lamont)

File Reference: 26.4.1-4

Summary

A laneway at the south western end of Monaro Street has historically been known as Blacksmiths Lane for many years. However, the name Blacksmiths Lane has never been formally gazetted.

In 2021 Council successfully obtained funding under the NSW Government's 'Your High Street' grant program which will allow Blacksmiths Lane to be rejuvenated and upgraded. The lane has been formalised as a dedicated 'Road Reserve' and it is appropriate that Council now formalise (Gazette) the name. The Geographical Names Board (GNB) has pre-approved the use of the name Blacksmiths Lane and this report seeks Council approval to finalise the naming process.

Recommendation

That Council:

1. Adopt in principle the name, Blacksmiths Lane, as the proposed name for the existing laneway off Monaro Street, Queanbeyan.
 2. Advertise the name for public comment for 28 days.
 3. Publish a notice in the NSW Government Gazette confirming the name if no objections are received.
-

Background

Blacksmiths Lane is located in the southern western block of Monaro Street as shown in Figure 1 below and the name needs to be formally gazetted.



Figure 1 – Location of Blacksmiths Lane

9.3 Road Naming Proposal - Blacksmiths Lane - Queanbeyan (Ref: ; Author: Thompson/Lamont) (Continued)

Implications***Policy***

The (GNB) Code of Practice for road naming requires recommended road names to be reported to Council and then advertised for public comment. If supported by Council and the Geographical Names Board and there are no objections received, then the notice will be published in the NSW Government Gazette. If any objections are received, then a further report will be put to Council.

Engagement

Once endorsed by Council, the proposed name 'Blacksmiths Lane' will be exhibited for 28 days for public comment.

Financial

All costs associated with advertising of the road name and supply of road name plates will be borne by Council. Funding under the grant program is available for this purpose.

Conclusion

Blacksmiths Lane is a unique and interesting name that has a long association with this well used laneway off Monaro Street. The name has been selected in accordance with the Geographical Names Board guidelines for the naming of roads. It is recommended that the name Blacksmiths Lane be endorsed for public exhibition.

Attachments

Nil

9.4 Opportunity to Participate in a Shared Scheme E-scooter Trial (Ref: ; Author: Tooth/Gaire)

File Reference: 36.1

Summary

QPRC has been approached by TfNSW (Transport for New South Wales) with an opportunity to participate in the newly announced 12-month trial of shared scheme e-scooters commencing in July 2022.

To undertake this trial, TfNSW are seeking expressions of interest (EOI) from Councils, both regional and metro, who would be interested in coordinating a trial within their local area (or across council boundaries).

Recommendation

That Council endorse the expression of interest to participate in the 12-month trial of share scheme e-scooters commencing in July 2022 for Googong Township.

Background

The Minister for Active Transport formally announced that NSW would be undertaking a 12-month trial of shared scheme e-scooters. NSW is currently the only state that does not have shared scheme e-scooters. TfNSW understands there has been significant interest from the community to trial and review their suitability for use in NSW. The trial includes a range of different shared scheme experiences – this could include travel along a single major strategic road (point to point), for tourism purposes, to provide first/last kilometre experiences, or simply to meet community interest and curiosity.

The EOI has already been submitted as it required a response by 11th May 2022 however the response may be withdrawn if it is not endorsed by Council.

Staff identified the Googong residential area to be a suitable trial area due to;

- its numerous footpaths
- proximity to the ACT
- relatively new infrastructure

Googong Township (GTPL) support the trial. It would provide an excellent opportunity for their growing community to have access to alternate options of active transport.

9.4 Opportunity to Participate in a Shared Scheme E-scooter Trial (Ref: ; Author: Tooth/Gaire) (Continued)

Implications***Legal***

TfNSW will provide the regulatory framework and conditions, assist with data and analytics, provide communications and engagement (in consultation with Council), and help “match-make” Council with a shared scheme provider.

Environmental

The proposed activity is unlikely to affect the environment. It will provide a sustainable alternative instead of driving a car.

Asset

The proposed trial will not result in the creation of new assets. TfNSW will assist Council in engaging with a shared scheme provider.

Social / Cultural

The proposed trial will allow residents and visitors to experience a new mode of transport. As this is available in every state other than NSW, the trial will provide NSW residents the opportunity to provide feedback on its merits and concerns.

Economic

While the trial may not provide significant economic benefits, it may attract local tourists to the area due to their curiosity to try the scooters.

Engagement

Council notified Googong Township (GTPL) of the proposal. They support the trial. TfNSW will provide promotional material for the trial.

Financial

The project does not require any capital contribution from Council.

Resources (including staff)

Some staff time will be spent in-coordinating with TfNSW for the roll out and evaluation of the trial.

TfNSW will provide education, rules and reviews of e-scooter safety to address safety concerns.

Attachments

Nil

9.5 Establishment of a Section 355 Committee for Mongarlowe Community Hall
(Author: Richards/Duncan)

File Reference: 52.3.3

Summary

In August 2021, Council resolved to provide a letter of support for a grant application to the Mongarlowe Area Community Association Inc for a proposed Community Hall. In February 2022, the Mongarlowe Area Community Association Inc was awarded \$1,567,255 in funding under the Black Summer Bushfire Recovery Grants Program.

The Mongarlowe Area Community Association Inc would like to establish a separate Section 355 Committee to manage the Mongarlowe Community Hall. Section 355 Committees require Council be responsible for the supervision of the committee.

Recommendation

That Council:

- 1. Approve the establishment of a Section 355 Committee to manage the Mongarlowe Community Hall.**
 - 2. Seek reports from this Section 355 Committee in line with the requirements outlined in the Section 355 Committee Guidelines.**
-

Background

Many community representatives dedicate their time to the management and maintenance of certain reserves and facilities on Council or Crown lands, on Council's behalf. Those committees are delegated authority under s355 of the Local Government Act 1993, to raise funds through hire fees or grants to maintain and improve premises. Such committees report their minutes to Council bi-annually to advise of fees to be set, maintenance requests, updates on membership and annual works and activities.

In February of 2022, the Mongarlowe Area Community Association was awarded \$1,567,255 in funding under the Black Summer Bushfire Recovery Grants Program. With Council's support, the funding was awarded to construct a Mongarlowe Community Hall and provide on-going co-ordination of activities on completion.

The Mongarlowe Area Community Association Inc have submitted a written application, detailing the reason and purpose for establishment of a Committee to manage the Mongarlowe Community Hall in accordance with Section 355 of the Local Government Act. The application is attached.

The Mongarlowe Area Community Association has consulted with the community and identified desired characteristics for the hall, including elements that will enable it to operate as an emergency refuge in natural disasters. Given that the budget is fixed, and that there are very strict guidelines for what must be included in refuge centres, the plans for the Hall may need to be modified based on the cost of build.

9.5 Establishment of a Section 355 Committee for Mongarlowe Community Hall (Author: Richards/Duncan) (Continued)

Once the establishment of the Committee is approved, it would be required to operate in accordance with Councils Section 355 Committee Guidelines and would require:

- Terms of Reference (ToR) including the committee's role and function.
- Specific authority delegated by Council.
- Identified financial and insurance requirements.
- Contact details for the relevant Council employees and/or branches.
- All committee members to become registered volunteers of Council.

Policy

The committee would be required to operate in accordance with Councils Section 355 Committee Guidelines, developed in accordance with section 355 of the *Local Government Act*.

Asset

The Mongarlowe Community Hall would become an asset of Council and must be added to Council's Asset register and be appropriately depreciated.

Social / Cultural

A risk in the establishment of a Section 355 committee is the possibility that a supportive community loses interest in the project and/or venue. Council would then be required to manage of the asset.

Engagement

The Mongarlowe Area Community Association have consulted with their community and identified desired characteristics to be included in the design of the hall. Councils Executive team have also considered the Mongarlowe Area Community Association Inc's request.

Resources (including staff)

It is proposed the committee will be included in the list of section 355 committees currently administered by council staff.


Conclusion

The Mongarlowe Area Community Association Inc would like to establish a separate Section 355 Committee to manage the Mongarlowe Community Hall.

Many community representatives dedicate their time to the management and maintenance of certain reserves and facilities on Council or Crown lands, on Council's behalf. Those committees are delegated authority under s355 of the Local Government Act 1993.

The establishment of a Section 355 Committee for the Mongarlowe Community Hall has current community support. Section 355 Committees require Council be responsible for the supervision of the committee. The committee would be required to operate in accordance with Councils Section 355 Committee Guidelines.

Attachments

Attachment 1  Request to Establish S355 Committee Mongarlowe Community Hall
(Under Separate Cover)

9.6 Application for a QPRC Cultural Grant 2021/22 (Author: Richards/Mirowski)

File Reference: Cultural Arts Assistance 1.1.3

Summary

On 19 April 2022, Council received an online application for a Cultural Grant. The funding application (at Attachment 1) seeks \$1,200 towards the cost of a concert in Bungendore.

Recommendation

That Council approve a Cultural Grant donation of \$1,200 to assist with costs of staging a concert at Bungendore War Memorial Hall on 4 June 2022.

Background

The application seeks funding assistance for a concert paying tribute to the music of American composer Stephen Sondheim, who is an important figure in twentieth-century musical theatre. The concert, planned for 4 June 2022 at Bungendore War Memorial Hall will be directed by a professional music teacher and theatre practitioner, and will feature a mix of professional entertainers and experienced performers, and less experienced young singers.

The project meets the eligibility criteria for a QPRC Cultural Grant. The application demonstrates that the concert will benefit the community through its cultural or artistic outcomes. The project also meets the selection criteria through employing a professional pianist, advancing the cultural and creative experiences of the LGA's community, and demonstrates educational components that seek to advance the creative skills and knowledge of our community. The concert will provide an opportunity for young local musicians and performers, in particular, to gain experience and enhance their performance and theatre skills through working with experienced professional performers and directors.

The application was submitted by an individual on behalf of an unincorporated group of local volunteers. The Grant Guidelines denote that grants of up to \$1,500 can be awarded to not-for-profit unincorporated community groups. The project meets the criteria of having at least matching cash funds. The concert budget also has a high level of volunteer contributions, which includes professional entertainers Shortis and Simpson offering to perform without fee.

Implications

Policy

QPRC Cultural Grants are administered in line with *Council's Donations Policy 2020* (for donations under s.356 of the *Local Government Act 1993*). Under the Policy, Council commits to providing financial assistance for the development of positive and beneficial projects which address the identified objectives of the *QPRC Community Strategic Plan 2018-2028*. The project aligns well with the goals, aspirations and service objectives of Strategic Pillar 1 – Community. It will build on and strengthen our community cultural life and heritage and will develop the cultural capacity of our community through the availability and participation in arts, performance, cultural gatherings and events.

Social / Cultural

This project has the potential to provide social and cultural benefits to the Queanbeyan-Palerang community through exposure to contemporary musical theatre. It will also provide development opportunities for local young singers and performers who will receive mentoring and experience.

9.6 Application for a QPRC Cultural Grant 2021/22 (Author: Richards/Mirowski)
(Continued)

Economic

This concert will have high level of volunteer contributions. Funds raised through the concert will be used for charitable purposes by being donated to the Bungendore Community Foundation.

Financial

Of the 2021/22 Cultural Grants allocation of \$25,000, \$8,650 remains available for distribution. There are sufficient grant funds available to pay this donation.

Program Code	Expense Type	Funding source	Amount
3020-5070	Donations Cultural Activities	Grants – Cultural Grants 2021/22	\$1,200

Conclusion

The funding application aligns with the aims of QPRC Cultural Grants, and the eligibility and selection criteria for a Cultural Grant.

Attachments

Attachment 1 Funding Application (*Under Separate Cover*) - **CONFIDENTIAL**

9.7 QPRC Disability Inclusion Action Plan 2022 - 2026 (Ref: ; Author: Richards/De Jongh)

File Reference: 2.5.1

Summary

The Disability Inclusion Action Plan 2022 – 2026 provides a roadmap, enabling Queanbeyan-Palerang Regional Council, partners, and our community to work together to build a more inclusive and accessible Queanbeyan-Palerang for people with disability. We recognise that this process will benefit everyone in our community.

The Plan outlines the actions that Council will take over the next four years to remove physical barriers, promote positive attitudes and improve access for people with disability so they can participate in and contribute to all areas of community life.

It sets out actions under the following four action areas:

1. Encourage positive community behaviours and attitudes
2. Create liveable communities
3. Support access to meaningful employment
4. Improve systems and processes

Recommendation

That Council:

1. **Place the QPRC Disability Inclusion Action Plan (2022 – 2026) on public exhibition via Your Voice for 28 days.**
 2. **Adopt the Disability Inclusion Action Plan (2022 – 2026) if no submissions are received.**
 3. **If submissions are received, receive a further report considering the submissions made during the exhibition period.**
-

Background

This is Council's second Action Plan, building on the achievements of the first Disability Inclusion Action Plan 2017 – 2021. This Plan was developed with the community to ensure the Queanbeyan-Palerang region is accessible, inclusive, and liveable for all residents.

Under the *Disability Inclusion Act 2014*, all local Councils are required to develop a Disability Inclusion Action Plan outlining their commitment to improving access to services, facilities, and jobs, and addressing common perceptions about people with a disability. Due to an extension provided to all NSW Councils by Local Government NSW, the new Action Plan is required to be published by July 2022.

Implications

Strategic

This Plan aligns with the objectives of our *Community Strategic Plan 2018 – 2028: One heart many parts*, which outlines QPRC's community's vision and aspirations for the future of Queanbeyan-Palerang. It presents the strategic direction for an inclusive community with good infrastructure enhancing quality of life.

9.7 QPRC Disability Inclusion Action Plan 2022 - 2026 (Ref: ; Author: Richards/De Jongh) (Continued)

Engagement

Council consulted broadly with the community and key disability stakeholders to understand what people think Council does well when it comes to planning for disability inclusion and access, what could be improved and their ideas for the future. The QPRC Community team spoke with:

- 68 local people with disability and/or carers, who completed the online survey
- 11 local people with disability and/or carers who participated in our online workshop
- 5 local service providers who participated in an online workshop
- Local agencies, through 'one on one' engagement
- Members of the QPRC Disability Access Committee, who gave ongoing feedback and valuable
- contributions

The Community Team within Council also consulted with all relevant internal staff, including Program Coordinators, Service Managers and Executives to ensure the actions developed reflected priorities, available resourcing, and known community needs.

Financial

It should be noted that Council is not responsible for achieving all actions outlined in the plan. In some cases, Council will be a facilitator or advocate and, where appropriate, a regulator. Actions where Council is a provider have been in consideration of QPRC's current budgetary constraints. These actions are flexible and can be achieved over the next five-year period. Council will not be 'audited' on the achievement of DIAP actions but will be required to report on progress to the NSW Disability Commission each year.

Many of the recommended actions do not require a specific budget allocation, however there are several training and staff capacity development actions that will require funding to source appropriate external training providers. These include the following:

- Action 1.2.1 Provide disability awareness training and information for all Council staff and Councillors
- Action 1.2.2 Deliver targeted training on inclusive practices and communication for public facing Council staff via a 'train the trainer model'
- Action 2.1.4 Investigate funding to provide Universal Design Principles training for engineers, town planners, project managers, asset staff

An Annual Training Plan for QPRC will be developed over the coming months which will consider the training requirements of the whole organisation. Training programs identified in the DIAP will be considered in Council's Learning and Development budget, in line with the Learning and Development Directive, and included in the QPRC Training Plan. Grant funding for appropriate training will also be explored, and if successful, included in the Learning and Development budget.

Resources (including staff)

Many of the actions detailed in the Plan are dependent on adequate staff resources across all areas of Council. Successful implementation of some of the more major actions may require funding from grants available through NSW or Commonwealth Government. This will enable funding of equipment and/or upgrades to existing facilities and infrastructure, and assist in building new, accessible infrastructure.

Attachments

Attachment 1 Disability Inclusion Action Plan 2022-2026 (*Under Separate Cover*)



9.8 QPRC Community Strategic Plan (Ref: ; Author: Monaghan/Tozer)

File Reference: 51.1.1-01

Summary

The amended draft Community Strategic Plan was presented to Council on 27 April for endorsement. Council resolved to defer the matter until 11 May to allow councillors more time to review community submissions. A workshop was held with councillors on 4 May to discuss proposed changes by councillors. The document, and table below, has been updated following councillor feedback

NSW councils are required to prepare and endorse a Community Strategic Plan (CSP) by 30 June in the year following the local government election. Due to the timing limitations, and then the delay in the election from September to December 2021, the development of QPRC's new CSP commenced in mid-2021.

QPRC joined six other councils and the Canberra Regional Joint Organisation in approaching the CSP development from a regional perspective. This approach provides the individual councils with their own CSP, as well as a regional view of community aspirations and priorities, which will assist with the CRJO's engagement with State and Federal Government agencies.

The draft CSP was presented to Council in February, prior to public exhibition. Submissions made on the CSP and staff responses and recommendations are attached.

Recommendation

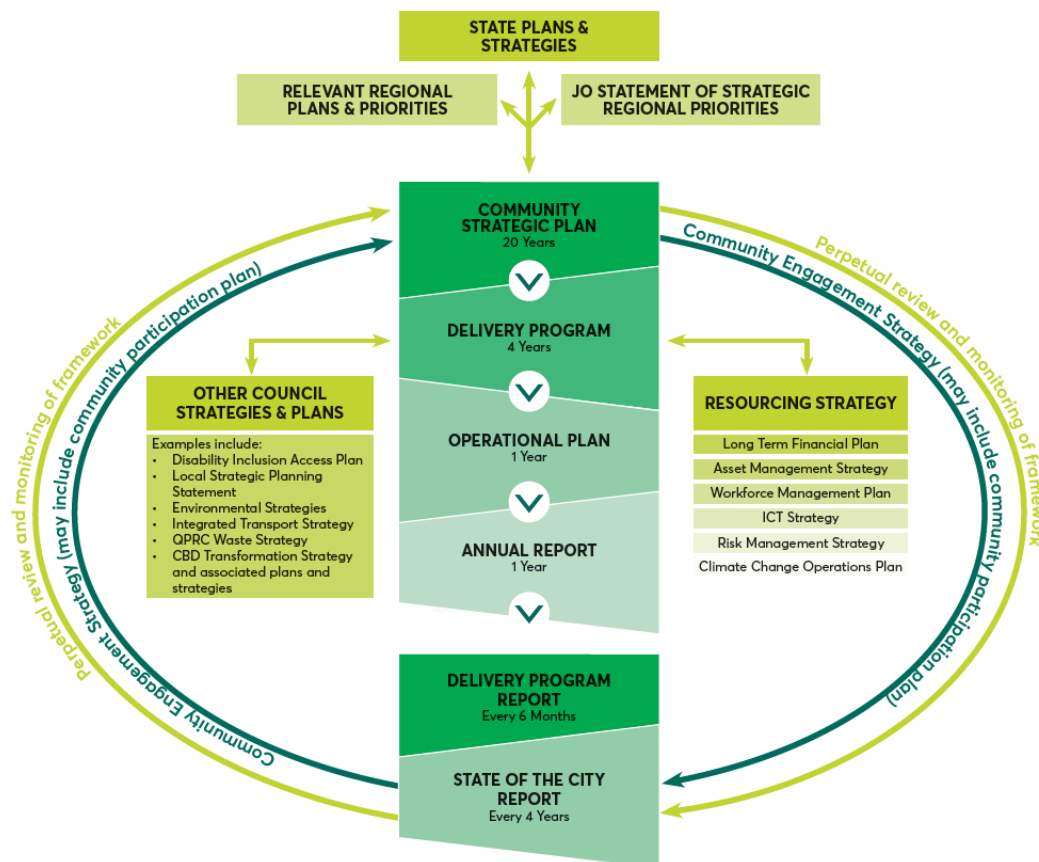
That Council endorse the amended Queanbeyan-Palerang Community Strategic Plan 2042.

Background

The CSP forms part of the Integrated Planning and Reporting (IPR) framework required of all councils: based on a 20 year horizon, defining the key issues and ambitions of the community, setting the strategic directions, and guiding the foundations for the (four year) Delivery Program (DP). Notably, most councils blend their directions under the pillars set by the framework (community, environment, infrastructure, economy and leadership), while QPRC has shaped those into the 5 pillars of Community, Choice, Character, Connection and Capability – in turn framing the organisation and service structures.

The actions from the various strategies and plans adopted by Council have been placed in a matrix, indicating the status of each action within each of the 5 pillars. The actions carried forward from the previous DP (ie funded but incomplete), and new actions proposed by staff from those strategies and plans for inclusion in the next DP (ie unfunded, not commenced), will be ranked using triple bottom line and relevance to the draft CSP and latest community survey.

The IPR framework is illustrated below:



Implications

Legal

The following is a summary of the requirements of section 402 of the *Local Government Act 1993* relating to the Community Strategic Plan:

- Each local government area is to have a Community Strategic Plan that has been developed and endorsed by the council on behalf of its community.
- The Community Strategic Plan is to identify the main priorities and aspirations for the future of the local government area.
- The Community Strategic Plan must cover a minimum timeframe of 10 years.
- The Community Strategic Plan must establish strategic objectives together with strategies to achieve those objectives.
- The council must review the Community Strategic Plan before 30 June in the year following an ordinary election of council. The council may endorse the existing plan, or develop and endorse a Community Strategic Plan, as appropriate, to ensure that the area has a Community Strategic Plan covering at least the next 10 years

Engagement

The draft Community Strategic Plan was developed by Projectura following community engagement during mid-2021. As highlighted in the Plan, more than 1,700 residents provided

9.8 QPRC Community Strategic Plan (Ref: ; Author: Monaghan/Tozer) (Continued)

feedback during the initial engagement period. This is by far the highest level of engagement that Council has received on a project.

The draft Community Strategic Plan was presented to Council on 23 February 2022 and was placed on public exhibition between 25 February and 3 April 2022. The exhibition period was advertised via social media, email to Your Voice subscribers, letter to key stakeholders and newspaper advertisements.

During the exhibition period, Council asked three specific questions:

- What are your thoughts on the community vision?
- The engagement told us there were 10 priorities for Council, please rank them from 1-10
- Tell us anything else that Council should prioritise?

The results are listed in the tables in the attached document. During the period, Council received 45 submissions via Your Voice and a further 15 submissions from individuals and community groups.

Additionally, an online workshop was held with the community and was run by Projectura. More than 50 residents submitted a RSVP for the workshop, however unfortunately only 15 participants joined the online meeting.

During the workshop, participants were asked a number of questions and were able to 'vote' via Menimeter, an online engagement platform. The results are attached to the Council report, however due to the low numbers should not be seen as a definitive community view.

As a result of the engagement, a number of changes have been made to the draft CSP. These are included in the attached document and also summarised below:

Submission	Change
7	Add additional strategy under 2.4: Advocate for enhanced employment opportunities in our region to support local growth
13	Amend Community Vision to read: Our diverse community....
19	
22	Amend vision to read: Benefits of a sustainable and health natural environment
35	
41	Amend 5.1 to read <i>Apply a contemporary risk management framework which considers Council's risk appetite and aims to balance risk v reward, increase organisational efficiencies and reduce red tape.</i>
	Amend definition of Collaborate to read: <i>Partner with the community, business and industry, other councils and other tiers of government to influence and/or seek funding assistance and to implement community-driven projects.</i>
	Amend 3.2 to read: Acknowledge, respect and protect the heritage values of our area
	Amend 1.2 to add resilience
	Amend 1.1 to read Recognise, respect and support our Traditional Owners and First Nations People's historical and ongoing connection to country
	Amend Strategic Objective in Choice to read: <i>Our city, town and village centres are dynamic and thriving places that attract economic activity through the revitalisation of centres, focus on tourism and improved digital connectivity.</i>
	1.1 add village centres
	2.3 amend/add to read Collaborate with local business and industry groups to enhance economic resilience. Ensure our local businesses meet required standards and are environmentally sound, ensuring quality services and high level risk management.
	Amend 3.1 to read Partner with Government departments and other organisations to reduce carbon emissions and mitigate the effects of climate change
	3.2 – update to read Support a diversity of housing stock, including affordable housing, by identifying strategies in collaboration with Council, the community, other levels of Government and stakeholders.

9.8 QPRC Community Strategic Plan (Ref: ; Author: Monaghan/Tozer) (Continued)

Submission	Change
	4.3– remove ‘we’
	5.2 – change to read: <i>Develop, integrate and maintain networks and systems to enable efficient transactions and processes</i>
	Transparency objective – Add ‘Our’
	5.2 – update to read Work with the community to achieve its long-term aspirations by integrating the strategic objectives and strategies outlined in the Community Strategic Plan into the development of other Council strategies and plans
42	1.3 updated to read When planning public and green spaces, explore the inclusion of complimentary activities such as playgrounds, walking tracks, picnic facilities and amenities which are provided with well-designed built and natural shade. Amend 2.1 to read Make our town centres inviting through beautification, maintenance and well-designed built and natural shade. Amend 3.3 to read Passive recreation is supported through a well maintained and connected path network, play areas and green spaces that are provided with well-designed built and natural shade.
45	Add QPRC Library Strategy to supporting documents in Community Pillar
47	Add following statement to page 14: Each Strategic Pillar outlines strategic objectives based on community feedback, envisages where we want to be, how we will get there, Council’s role, essential partners and collaborators and measures to track progress Amend 1.1 as per submission 41
48	Add document Bywong/Wamboin Greenways Master Plan December 2020 to list of documents for Character pillar Add reference to environment in paragraph three of Mayor’s message Update objective on page 24 to read: The community is serviced by an efficient, effective, transparent, inclusive, accountable and innovative Council.
51	Amend 1.1 as per submission 41 Amend 1.1 to acknowledge diverse community Include reference to towns alongside city and villages Update 3.2 as per submission 41 Amend 3.2 to acknowledge traditional lands Amend 4.1 to add sustainable Amend 5.1 to add ongoing education and training
52	Amend Vision to add reference to sense of community and growth
53	1.2 Strengthen community safety and resilience through partnerships to enhance our ability to respond to disasters. 4.3 Council assets are managed in an equitable and sustainable fashion. 5.2 Collaborate with our regional neighbours, including the ACT and State and Federal Government departments 1.2 – add volunteering opportunities Amend numbering for Pillars, Objectives and Strategies
2.3	Add safe to Connection definition Add ‘network safety plans’ to 4.1 Add and advocate and promote safe road user behaviour to 4.1 Add measure: Crash stats

Further changes have been made following feedback from councillors. The feedback is summarised below:

Section	Councillor feedback	Change
Vision	Various feedback	Vision amended to read: Queanbeyan-Palerang is a safe and relaxed place, offering a wonderful lifestyle for all members of our community to enjoy and thrive in. Our community has access to fulfilling and engaging employment and education opportunities. Our diverse and creative community has a sense of pride and can enjoy excellent services and facilities whilst experiencing the benefits of a sustainably growing area that has a healthy natural environment

9.8 QPRC Community Strategic Plan (Ref: ; Author: Monaghan/Tozer) (Continued)

Section	Councillor feedback	Change
Objective 2.4	Agree; we can't get back to pristine but not sure 'healthy natural environment' captures the idea of striving to protect the local environment for its social / aesthetic values and not just utilitarian idea. It's something more than a healthy ecology; encompassing a stewardship role.	Amended to read: Our community has access to increased and enhanced education, training and learning opportunities
2.4	Council has some influence beyond advocacy. E.g. ensuring there is enough employment land and a focus on facilitating local employment. E.g. the Bungendore Structure Plan assumes most people will commute to work; there doesn't appear any interest in shifting this. And the former council rezoned industrial land for more housing. In my view, the balance is wrong and we run the real risk of creating a commuter town which doesn't really accord with the idea of retaining strong local country town character for Bungendore. Suggested wording for new 2.4: Support and advocate for more local employment opportunities.	Strategy aligned to 2.4 amended to read: Support and advocate for more local employment opportunities
2.4	Suggest further word change to 3.2: Protect, promote and enhance/enrich the heritage values of our area.	Strategy aligned to 2.4 amended to read: Protect, promote and enrich the heritage and traditional values of our area.
Welcome message	Amend Mayor's message to ensure diverse nature of community is addressed	Addition to Mayor's message We recognise that our region is widespread and diverse, not just in our demographics, but also the access that the community has to services in different parts of our local government area.
4	Add resilience to Connections	Connections description updated to read A safe, resilient and well connected community with good infrastructure enhancing quality of life
4.2	Can we make this stronger, e.g. maximise the use of recycled water	Strategy aligned to 4.2 amended to read: Manage the region's stormwater and maximise use of recycled water to meet the community's needs and national quality standards
1.2	Suggest: Build community & council resilience to and preparedness for responding to disasters.	Strategy aligned to 1.2 amended to read Build community and Council resilience for preparing and responding to disasters.
5.2	Maybe change 'collaborate with' to 'work with'; it's just a personal preference for plain language	Strategy aligned to 5.2 updated
5.2	Re strategy about automated customer service This might be more likely to find acceptance if rewritten to focus on the objective – to free up staff to handle more complex matters directly/face to face.	Strategy aligned to 5.2 updated to read: Manage an automated customer service system that meets the needs of the community and allows staff to enhance engagement with residents and ratepayers
1.3	Objective 1.3 - Should this include a commitment to ensuring enough of them / access, e.g.: City and town neighbourhoods, villages and localities have access to public and community places that are inviting, encourage participation and are well maintained.	Objective updated to read: Our public and community places are inviting, accessible, encourage participation and are well maintained.
3.3	Strategy – Manage natural landscapes and open spaces. This is very general, can it be refined	Strategy aligned to 3.3 updated to read: Sustainably manage natural landscapes and open spaces
4.1	Objective should reference climate change	Objective 4.1 amended to read: Our transport network and infrastructure is safe, supports a zero emissions target and

9.8 QPRC Community Strategic Plan (Ref: ; Author: Monaghan/Tozer) (Continued)

Section	Councillor feedback	Change
		allows for ease of movement throughout Queanbeyan-Palerang and across the ACT border and region.
4.2	Amend strategy re water supply to include sustainability	Strategy aligned to 4.2 amended to read: Sustainably manage the region's potable water systems and supply to meet the community's needs and national quality standards.
Measures – SP 4	Can we add a measure for increase in sustainable transport (as it relates to taking climate action) - (EV take up; journeys by walking/cycling/public transport)?	Measure added: Increase in use of sustainable transport Source: use of electric vehicle charging infrastructure (Council date when operating) and mode of journey data (ABS)
SP 4 – supporting documents	I think the climate action plans are relevant here.	Documents included in list

Amended Vision

Queanbeyan-Palerang is a safe and relaxed place, offering a wonderful lifestyle for all members of our community to enjoy and thrive in. Our community has access to fulfilling and engaging employment and education opportunities.

Our diverse and creative community has a sense of pride and can enjoy excellent services and facilities whilst experiencing the benefits of a sustainably growing area that has a healthy natural environment.

Integrated Plan

The CSP is the highest-level document in the Integrated Planning and Reporting Framework. It is important to acknowledge that the CSP is the community's plan and highlights the aspirations and the visions that the community has for the entire LGA. Many of the actions contained in a CSP will not be a direct responsibility of the Council, however Council may play an advocacy role in achieving the aspiration.





The IPR Guidelines state:

While a council has a custodial role in initiating, preparing and maintaining the Community Strategic Plan on behalf of the local government area, it is not wholly responsible for its implementation. Other partners, such as state agencies, non-government organisations, business and industry, joint organisations and community groups may also be engaged in delivering the strategies of the Plan.

Conclusion

Council has developed the 2042 CSP on behalf of the community, and has received extensive community feedback that has informed the development of the Draft Plan, and additional, detailed community feedback that has been incorporated in the plan, now presented to Council for endorsement, that is required by 30 June 2022. All Council's following plans and strategies should support the objectives of the CSP.

Attachments

- Attachment 1  Summary of submissions and staff responses and recommendations
(Under Separate Cover)
- Attachment 2  Collated submissions - redacted *(Under Separate Cover)*
- Attachment 3  Online workshop results *(Under Separate Cover)*
- Attachment 4  Amended Community Strategic Plan - including councillor feedback
(Under Separate Cover)

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.9 Rescinding of Former Palerang Council and Queanbeyan City Council Policies (Author: Monaghan/Flint)

File Reference: 52.5.4

Summary

The below table acknowledges all outstanding Queanbeyan City Council (QCC) and Palerang Policies and a brief summary as to the action required for these. All policies can be accessed on the Council website: <https://www.qprc.nsw.gov.au/Resources-Documents/Former-Councils-Policies>

POLICY	PORTFOLIO	ACTION
Libraries Policy for Young People (<i>Oct 2013</i>)	Community Choice	RESCIND – being replaced by new <i>Library Services Policy</i>
Access Charges – Fire Fighting Policy (<i>March 2009</i>)	Community Connections	RESCIND – policy provisions included in draft Revenue Policy
Archival Photographs – Heritage Buildings (<i>Jan 2004</i>)	Natural & Built Character	RESCIND
Boundary Fences adjoining Council Public Reserves Policy (<i>May 2010</i>)	Natural & Built Character	Policy to be reviewed and updated
Corporate Sponsorship Policy (<i>July 2010</i>)	Organisation Capability	Policy to be reviewed and updated
EEO Policy (<i>March 2009</i>)	Organisation Capability	Reviewed Policy to be put to Council in coming months
Enforcement of Environmental Controls on Building Sites Policy (<i>June 2014</i>)	Natural & Built Character	Policy being reviewed and updated.
Footpath Maintenance Policy (<i>Jan 2009</i>)	Community Connections	RESCIND – and update with new policy.
Hawker Peddler Policy (<i>Dec 2013</i>)	Natural & Built Character	RESCIND – Replaced by <i>Mobile Food Vending Policy</i>
Independent Assessment of Development Applications where Council has a Conflict of Interest Policy (<i>March 2009</i>)	Natural & Built Character	RESCIND – Replaced by <i>QPRC Guidelines on When DA's should be referred to Council</i>
Library Collections Policy (<i>Feb 2011</i>)	Community Choice	RESCIND – being replaced by new Library Services Policy
Library Services Policy (<i>Feb 2011</i>)	Community Choice	RESCIND – being replaced by new Library Services Policy
Loose-Fill Asbestos Insulation Rates Relief Policy (<i>June 2015</i>)	Natural & Built Character	Policy being reviewed and updated.
PCA Inspection and Certification Service Policy (<i>March 2009</i>)	Natural & Built Character	RESCIND – Subsumed by subsequent legislative changes

**9.9 Rescinding of Former Palerang Council and Queanbeyan City Council Policies
(Author: Monaghan/Flint) (Continued)**

Revolving Energy Reserve Policy (<i>May 2012</i>)	Natural & Built Character	RESCIND – Not relevant in a negative cash environment.
Sale of Council Land Policy (<i>Aug 2011</i>)	Organisation Capability	RESCIND – this is a procedural document and all land sales are by Council Resolution. Promapp procedure being developed.
Signs on Railway Land Policy (<i>March 2009</i>)	Natural & Built Character	RESCIND
Sister City Accompanying Adult for Student Delegations to Japan (<i>March 2009</i>)	Community Choice	Policy being reviewed and updated.
Stormwater Disposal Rural Residential Land Policy (<i>March 2009</i>)	Natural & Built Character	RESCIND – no longer referred to
Sustainable Event Management Policy (<i>October 2012</i>)	Community Choice	Policy being reviewed and updated.
Testimonial Dinners for Long Serving Staff Members Policy	Organisation Capability	RESCIND – Old fashioned and out of date. No Policy required
Use of Revenue from Mobile Communications Infrastructure Policy	Organisation Capability	RESCIND – can be dealt with through a budget process or a future Reserves Policy; once Council can fund its internal reserve position.
Water Meters and Water Supply Policy	Community Connections	RESCIND – QPRC Policy in place
Water Meter Size Reassessment Policy	Community Connections	RESCIND – QPRC Policy in place
Water Meters Raised, Lowered or Relocated Policy	Community Connections	RESCIND – QPRC Policy in place

Recommendation

That the following former QCC and Palerang Policies be rescinded:

- 1. Libraries Policy for Young People**
 - 2. Library Collections Policy**
 - 3. Library Services Policy**
 - 4. Sale of Council Land Policy**
 - 5. Hawker Peddler Policy**
 - 6. Independent Assessment of Development Applications where Council has a Conflict of Interest Policy**
 - 7. PCA Inspection and Certification Policy**
-

**9.9 Rescinding of Former Palerang Council and Queanbeyan City Council Policies
(Author: Monaghan/Flint) (Continued)**

8. Revolving Energy Reserve Policy
 9. Signs on Railway Land Policy
 10. Stormwater Disposal Rural Residential Land Policy
 11. Testimonial Dinners for Long Serving Staff Members Policy
 12. Use of Revenue from Mobile Communications Infrastructure Policy
 13. Water Meters and Water Supply Policy
 14. Water Meter Size Reassessment Policy
 15. Water Meters Raised, Lowered or Relocated Policy
 16. Access Charges – Fire Fighting Policy
 17. Footpath Maintenance Policy
 18. Archival Photographs – Heritage Buildings
-

Background

Policy harmonisation is a major ongoing body of work that should be considered business as usual, with a status report to the Audit Risk and Improvement Committee on a quarterly basis.

There has been a significant focus on the former QCC and Palerang Council Policies to attempt to harmonise as many as possible prior to the election. A report to Council's Planning and Strategy Committee in July 2021 saw 33 policies from the former councils be rescinded due to being superseded, converted to a directive or subsumed by State legislation.

Implications***Policy***

Retaining outdated Policies from the former Queanbeyan City Council and Palerang Council does not serve to provide staff or members of the public with accurate information on policy stances of the now Queanbeyan-Palerang Regional Council.

Conclusion

Following the rescission of the abovementioned policies, the remaining six policies will be reviewed and put to Council for re-adoption in the coming months. This will then complete the harmonisation of former QCC and Palerang Policies and the focus will then be on reviewing existing QPRC Policies.

Attachments

Nil

File Reference: 45.3.1-03

Summary

Part 2 of the QPRC Internal Audit Charter provides that “Internal Audit responsibilities are defined in this charter which is approved by Council on endorsement of the Audit, Risk and Improvement Committee (ARIC)”. Part 15 of the Charter provides that it is to be reviewed annually by the ARIC with any changes to be recommended to Council.

This report recommends Council approve the attached amended version of the Internal Audit Charter as recommended by the ARIC.

Recommendation

That Council approve the Internal Audit Charter.

Background

The Internal Audit Charter was reviewed by the Audit, Risk and Improvement Committee (ARIC) Chair in consultation with Committee Members. The revised draft was endorsed for submission and Council approval at the ARIC meeting held on 16 March 2022.

The Charter includes changes to section 5: Independence and Objectivity. As the Chief Audit Executive is the Portfolio General Manager Organisation Capability, clause 5.4 was amended to include a more specific safeguard to ensure independence of this role for audits undertaken within the portfolio.

The opportunity was also taken to effect minor formatting improvements.

Implications

Strategic

Internal Audit is an integral aspect of good governance and Council’s risk management framework. The internal audit function is mandated by the Internal Audit Charter which is a formal document defining its purpose, authority, responsibility and position within QPRC.

Conclusion

The review of the Internal Audit Charter by ARIC has made overall improvements to the document which more clearly articulate management and staff responsibilities and obligations. Adoption of the revised Internal Audit Charter is recommended.

Attachments

Attachment 1 QPRC Internal Audit Charter (*Under Separate Cover*)



10.1 Affordable Housing Strategy for QPRC (Ref: ; Author: Thompson/Jansen)

File Reference: PJT0033

Report

Council at its meeting on 9 March 2022 passed the following resolution (Minute No. 102/22):

That Council:

- 1. Notes the challenges in the communities around the supply and access to social, community and affordable housing.*
- 2. Further notes the impacts of these challenges on the individual through the local economies.*
- 3. As such, prepare an Affordable Housing Strategy for the LGA.*
- 4. Conducts a workshop for Councillors to consider what the Strategy should incorporate and the best way to develop it.*
- 5. Consults with social housing providers, groups assisting residents in need of crisis accommodation and the NSW Government in developing the Strategy.*
- 6. Provides an opportunity for community feedback on a draft Strategy.*

As a consequence of that resolution Council staff have prepared a brief and requested quotations from suitably qualified and experienced consultants to prepare an Affordable Housing Strategy (AHS). Requests for Quotations were sent to four consultancy companies with specialised expertise in preparing AHSs. Two submissions were received in response to the RFQs. The submissions received were assessed by staff from the Land-Use Planning Branch against the criteria set out in the RFQ and the preferred consultant is due to be appointed shortly.

The project is to be undertaken in four stages:

- Stage 1: Development of a Background Paper, including desktop and primary research; initial community consultation; the development of draft recommendations and actions; and an indicative Project and Implementation Plan;*
- Stage 2: Councillor and Staff Workshops to discuss research findings, draft recommendations and the Project and Implementation Plan;*
- Stage 3: Development of the draft Affordable Housing Strategy that focuses on preferred options and strategies arising from Stage 2 above; and*
- Stage 4: Amendment and finalisation of the draft Affordable Housing Strategy, with regard to feedback from further community consultation and Councillor and staff feedback.*

Recommendation

That the report be received for information.

Attachments

Nil

10.2 Exclusion of Item of Business from 28 April 2022 Council Meeting (Ref: ;
Author: Hansen/Hansen)

File Reference: 28 April and 11 May 2022 reports

Report

In accordance with Council's Code of Meeting Practice, Council is advised that Item 8.1 of the agenda for the Meeting of Council held 27 April 2022 was withdrawn by the Acting CEO prior to the meeting.

Recommendation

That the report be received for information.

Attachments

Nil

File Reference: 11 May 2022 reports

Synopsis

Council at its meeting on 23 February 2022 resolved (Resolution No 093/22) as follows:

That:

- 1. Council publish details of the date a Councillor workshop was held and the workshop topic.*
- 2. Where an external presenter attends a Councillor workshop, publish their name, the organisation they represent and the topic of their presentation to the workshop.*
- 3. For the matters referred to in items 1 and 2 above, publish information in the next available Council business paper following a Councillor workshop, as an information item.*
- 4. Council withhold from publication any information that is of a personal nature or concerns matters for which Council is seeking legal advice or a legal determination, the publication of which could legally disadvantage parties to the matter.*

Recommendation

That the report be received for information.

Report

During the period 21 April to 4 May 2022, the following workshops were held:

Date	Workshops	Presenter/s (if applicable)
27/04/2022	Councillor Professional Development	
04/05/2022	Queanbeyan Sewerage Treatment Plant Upgrade	From Beca Hunter H20: Dr David Perry Craig White Jeremy Smith
04/05/2022	Community Strategic Plan	
04/05/2022	Community Spaces	
04/05/2022	South Jerrabomberra Regional Jobs Precinct	From Regional NSW: Azaria Dobson Emma Thompson Peter Cameron Danielle Smith

Attachments

Nil

12.1 Bungendore High School Precinct (Ref: ; Author: Grundy/Grundy)

File Reference: 11 May 2022 motions & 46.1.1-34

Notice

Councillor Mareeta Grundy will move the following motion:

Motion

That Council:

- 1. Staff prepare a report on the status of the Bungendore High School SSD proposal following the recent passage of associated compulsory acquisition of lands.**
 - 2. Note that Council was briefed by the Department of Education on the Bungendore High School proposal in a number of workshops in February and April 2022.**
 - 3. Note the recent passage of the compulsory acquisition of associated lands.**
 - 4. Being of the very strong view that Bungendore should have a High School and with the understanding that the Department of Education is progressing with the Bungendore High School Majara/Gibraltar precinct site proposal, despite Council's best efforts to have the Bungendore High School moved to an alternate site, acknowledges the need to work with the DoE to secure the best possible outcome for the community as a whole.**
 - 5. Considerate of point 4, notifies the DoE of Council's in-principle support for the Majara/Gibraltar precinct site to ensure the Bungendore High School is delivered for the community as expected.**
-

Background

At the Council Workshops in February and April 2022, Department of Education gave briefings to Council on the Bungendore High School SSD proposal in response to Council's invitations.

The DoE also responded to Questions on Notice from Councillors in relation to the Majara/Gibraltar precinct site.

Many families are seeking clarification from Council about the likelihood of an operational High School for Bungendore from 2023 in view of Council's current opposition to the proposal. It's hard enough for children to make the often stressful transition from junior to senior school without the added burden of not knowing where one will be attending High School. These families are now at the stage where they need greater certainty so that they may plan for and prepare their children.

In addition, significant decisions remain to be made in relation to this project and it is highly desirable that Council engage with the DoE from here on more conciliatory terms.

Despite Council's best efforts to find an alternate site to that identified by the DoE, all other options have now been exhausted. The DoE are moving forward with this SSDA. Council has the opportunity to acknowledge its current situation and pivot from its current position of adversarial disengagement and seek to maximise positive outcomes for the community as a whole.

Attachments

Nil

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

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 16.1 Bungendore Office and Property Development

Item 16.1 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.