



# Ordinary Meeting of Council

## AGENDA

8 February 2023

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.

To view webcasts or archived recordings, please go to [webcast.qprc.nsw.gov.au](http://webcast.qprc.nsw.gov.au)

Webcasts of Council meetings cannot be reused or reproduced in any way and are subject to copyright under the *Copyright Act 1968*.

**1 OPENING**

**2 ACKNOWLEDGEMENT OF COUNTRY**

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

3.1 Application for Leave of Absence .....2

**4 CONFIRMATION OF MINUTES**

4.1 Minutes of the Ordinary Meeting of Council held on 18 January 2023

**5 DISCLOSURES OF INTERESTS**

**6 ADJOURNMENT FOR PUBLIC FORUM**

**NOTE:** During the public forum, a petition from Judy Lawson on 'Correcting Historical Signage in the Braidwood District' will be tabled

**7 MAYORAL MINUTE**

**8 NOTICES OF MOTIONS OF RESCISSION**

**9 REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**

9.1 Financial Sustainability Options and Special Rate Variation .....3

9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home .....10

9.3 Scoping Proposal Complying Development in Zone C4 Environmental Living....22

9.4 2023 Election Funding Projects .....25

9.5 Proposed Name South Jerrabomberra Town Park Central Lawn .....27

9.6 Administration of the September 2024 Ordinary Election.....29

**10 REPORTS TO COUNCIL - ITEMS FOR INFORMATION**

10.1 Progress - South Jerrabomberra Regional Jobs Precinct Draft Master Plan.....31

10.2 Bi-Annual Review of Councillor Expenses .....32

10.3 Councillor Workshops .....33

**11 REPORTS OF COMMITTEES**

11.1 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes .34

## 12 NOTICES OF MOTIONS

- 12.1 172 Foxlow Street Captains Flat.....35  
12.2 Proposed Council Administration Building - Bungendore.....36

## 13 REPORTS TO COUNCIL - DELEGATES REPORTS

## 14 QUESTIONS WITH NOTICE

## 15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION 38

### Confidential - Not for Publication

## 16 REPORTS FOR CLOSED SESSION

### 16.1 Bungendore Temporary Office

*Item 16.1 is confidential in accordance with s10(A) (c) 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) business 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 Financial Sustainability Options and Special Rate Variation
- Attachment 1 Draft Delivery Program 2022-26 - Amendments (Under Separate Cover)*
  - Attachment 2 Community Engagement Strategy (Under Separate Cover)*
  - Attachment 3 SRV Consultation Summary - Key Themes (Under Separate Cover)*
  - Attachment 4 SRV and LTFP Community Engagement Report (Under Separate Cover)*
- Item 9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home
- Attachment 1 DA.2022.1479 - S4.15 Matters for Consideration - 13 Nelson Terrace, Bungendore (Under Separate Cover)*
  - Attachment 2 DA.2022.1479 - Plans - 13 Nelson Terrace, Bungendore (Under Separate Cover)*
  - Attachment 3 DA.2022.1479 - Redacted submissions - 13 Nelson Terrace, Bungendore (Under Separate Cover)*
  - Attachment 4 DA.2022.1479 - Draft conditions of consent - 13 Nelson Terrace, Bungendore (Under Separate Cover)*
- Item 9.3 Scoping Proposal Complying Development in Zone C4 Environmental Living
- Attachment 1 Scoping Proposal Complying Development in Zone C4 Environmental Living (subject to meeting certain development standards/requirements (Under Separate Cover)*
  - Attachment 2 Types of Exempt development available in C4 Environmental Living zones (Under Separate Cover)*

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

**BUSINESS PAPER AGENDA – 8 February 2023 Page iii**

- Item 9.5 Proposed Name South Jerrabomberra Town Park Central Lawn  
*Attachment 1 Letter of request (Under Separate Cover)*
- Item 9.6 Administration of the September 2024 Ordinary Election  
*Attachment 1 Cost Estimate - NSWEC - 2024 Election (Under Separate Cover)*
- Item 10.2 Bi-Annual Review of Councillor Expenses  
*Attachment 1 Councillor Expenses for Individual Councillors (Under Separate Cover)*
- Item 11.1 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes  
*Attachment 1 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes - 21 November 2022 (Under Separate Cover)*

**Closed Attachments**

- Item 9.1 Financial Sustainability Options and Special Rate Variation  
*Attachment 5 Confidential Submission 1 (Under Separate Cover)*  
*Attachment 6 Confidential Submission 2 (Under Separate Cover)*
- Item 16.1 Bungendore Temporary Office  
*Attachment 1 Bungendore Temporary Office Options (Under Separate Cover)*  
*Attachment 2 Valuation Report - B2 Zoning (Under Separate Cover)*



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 18 January 2023 commencing at 5.30pm.

## ATTENDANCE

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

**Staff:** R Ryan, General Manager  
P Hansen, Director Infrastructure Services  
J Richards, Director Community, Arts and Recreation  
R Tozer, A/Director Corporate Services  
N Abbott, A/Director Development and Environment

**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.

A minute's silence was observed following the passing of the late Senator Jim Molan AO, DSC, and the late Ian Marjason, former Councillor on Yarrowlumla and Palerang Councils from September 1987 to September 2012, including Mayor of Yarrowlumla Shire Council 1999 to 2002 and Mayor of Palerang Council 2008 to 2009.

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

There were no apologies.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of the Ordinary Meeting of Council held on 21 December 2022**

001/23

**RESOLVED (Winchester/Taskovski)**

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 21 December 2022 be confirmed.

The resolution was carried unanimously.

**5. DISCLOSURES OF INTERESTS**

002/23

**RESOLVED (Winchester/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**

003/23

**RESOLVED (Winchester/Willis)**

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

**ADJOURNMENT:**

The meeting adjourned for the Public Forum at 5.35pm and resumed at 5.45pm.

During the Public Forum, a special presentation was made for Jason Aslimoski who was inducted into the QPRC Sporting Gallery for his achievements representing Australia playing Gridiron /American Football.

**7. MAYORAL MINUTE**

There was no Mayoral Minute.

**8. NOTICES OF MOTIONS OF RESCISSION**

There were no Notices of Motion of Rescission.

004/23

**Procedural Motion**

**RESOLVED (Winchester/Wilson)**

That Item 12.1: Notice of Motion – Main Street Grant Applications 2022/23, be brought forward for consideration at this juncture.

The resolution was carried unanimously.

**12.1 Main Street Funding 2022/23**

**MOVED (Grundy/Webster)**

That Council:

1. Not support the funding of the recommended projects under the Main Street Upgrade Funding 2022/23 (as summarised in Attachment 1) at this time due to Council's constrained financial position.
2. Suspend all such grants for the remainder of financial year 2022/23 and reallocate existing funds to reserves to be determined by Council at a workshop and by referencing outcomes from community consultation on the SRV.

The motion (of Crs Grundy and Webster) was PUT and LOST.

For: Crs Biscotti, Burton, Grundy and Webster

Against: Crs Livermore, Preston, Taskovski, Willis, Wilson and Winchester

**9. REPORTS TO COUNCIL – ITEMS FOR DETERMINATION**

**9.1 Main Street Grant Applications 2022/23**

005/23

**RESOLVED (Wilson/Willis)**

That Council agree to the recommended projects being funded under the Main Street Upgrade Fund 2022/23 as summarised in Attachment 1.

For: Crs Livermore, Preston, Taskovski, Willis, Wilson and Winchester

Against: Crs Biscotti, Burton, Grundy and Webster

**9.2 Queanbeyan Integrated Water Cycle Management (IWCM) Report**

006/23

**RESOLVED (Wilson/Taskovski)**

That Council:

1. Place the Draft Queanbeyan Integrated Water Cycle Management (IWCM) Report on exhibition until 31 March 2023.
2. Submit the Draft IWCM Report to DPIE (Water) for comment.

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

Against: Cr Grundy

**9.3 Multi-Sport Community Facility Fund 2022/23 (Round 2)  
Queanbeyan Regional Sports Complex**

007/23

**RESOLVED (Biscotti/Wilson)**

That Council accept the NSW Government's Multi-Sports Community Facilities Fund 2022/23 (Round 2) grant of \$1,105,500 for the Regional Sports Complex - Tiered Seating, Landscaping and Wayfinding project.

The resolution was carried unanimously.

**9.4 Floodplain Management Program 2022-23 - Bungendore**

008/23

**RESOLVED (Webster/Wilson)**

That Council consider the funding offer from NSW Department of Planning and Environment's (DPE) Floodplain Management Program for the Bungendore overflow channel project after advice is received from the NSW Environment Minister on waiving the 2:1 funding requirement.

The resolution was carried unanimously.

**9.5 New Fee - School Hire of Sportsfields**

**MOVED (Webster/Willis)**

That Council:

1. Agree to provide access to the Mick Sherd Oval and David Madew Oval to facilitate School physical activities, on a temporary basis while High School demountable fixtures are in place on Primary School recreational space.
2. Affirm that this arrangement with the NSW Department of Education to use the ovals is limited to no more than 20 hours per week between the hours of 9am and 3pm, 5 days a week (Monday to Friday) and is subject to a review by Council every 12 months.
3. Note that the NSW Department of Education has agreed that both Bungendore High School and Jerrabomberra High School do not need access to the Mick Sherd Oval or David Madew Oval respectively as ongoing recreational space and confirmed it will not rely on a temporary access arrangement to either oval to negotiate terms of approval from the NSW Department of Planning and Environment.
4. Place the following proposed fee on public exhibition for 28 days in accordance with section 610F of the Local Government Act:
  - School Hire - \$20,000 (ex. GST) per annum and in accordance with the aforementioned (1-3).
5. If no submissions are received, the fee be adopted.



**AMENDMENT (Burton/Grundy)**

That Council:

1. Place the following proposed fee on public exhibition for 28 days in accordance with section 610F of the Local Government Act:  
- School Hire - \$20,000 (ex. GST) per annum
2. If no submissions are received, the fee be adopted.

The amendment (of Crs Burton and Grundy) was PUT and LOST.

For: Crs Biscotti, Burton and Grundy

Against: Crs Livermore, Preston, Taskovski, Webster, Willis, Wilson and Winchester

**AMENDMENT (Preston)**

That consideration of the New Fee - School Hire of Sportsfields item be deferred.

The amendment (of Cr Preston) LAPSED for want of a seconder.

**AMENDMENT (Wilson/Winchester)**

That Council:

1. Agree to continue to provide access to the Mick Sherd Oval and David Madew Oval to facilitate School recreational activities, while High School demountable fixtures are in place on Primary School recreational space.
2. Request clarification from the Department of Education on the arrangement regarding use for the ovals.
3. This be subject to review every 12 months.
4. Note that the NSW Department of Education has agreed that both Bungendore High School and Jerrabomberra High School do not need access to the Mick Sherd Oval or David Madew Oval respectively as ongoing recreational space and confirmed it will not rely on a temporary access arrangement to either oval to negotiate terms of approval from the NSW Department of Planning and Environment.
5. Place the following proposed fee on public exhibition for 28 days in accordance with section 610F of the Local Government Act: - School Hire - \$20,000 (ex. GST) per annum and in accordance with the aforementioned (1-4).
6. If no submissions are received, the fee be adopted.

The amendment (of Crs Wilson and Winchester) was PUT and CARRIED unanimously, and became the motion.

The motion was PUT and CARRIED.

009/23

**RESOLVED (Wilson/Winchester)**

That Council:

1. Agree to continue to provide access to the Mick Sherd Oval and David Madew Oval to facilitate School recreational activities, while High School demountable fixtures are in place on Primary School recreational space.
2. Request clarification from the Department of Education on the arrangement regarding use for the ovals.
3. This be subject to review every 12 months.
4. Note that the NSW Department of Education has agreed that both Bungendore High School and Jerrabomberra High School do not need access to the Mick Sherd Oval or David Madew Oval respectively as ongoing recreational space and confirmed it will not rely on a temporary access arrangement to either oval to negotiate terms of approval from the NSW Department of Planning and Environment.
5. Place the following proposed fee on public exhibition for 28 days in accordance with section 610F of the Local Government Act: - School Hire - \$20,000 (ex. GST) per annum and in accordance with the aforementioned (1-4).
6. If no submissions are received, the fee be adopted.

The resolution was carried unanimously.

**9.6 Investment Report - December 2022**

010/23

**RESOLVED (Wilson/Willis)**

That Council:

1. Receive the Investment Report for the month of December 2022.
2. Note the investment return for December 2022 was -\$192,383.
3. Note the investment portfolio has been made in accordance with the Local Government Act (1993), the Local Government (General) Regulation (2021) and Queanbeyan-Palerang Regional Council's Investment Policy.

The resolution was carried unanimously.

**9.7 Asset Accounting Policy: Depreciation and Impairment**

011/23

**RESOLVED (Willis/Livermore)**

That Council place the Asset Accounting Policy: Depreciation and Impairment, on public exhibition for 28 days and if no submissions are received, the Policy be adopted.

The resolution was carried unanimously.

**10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**

**10.1 Resolution Action Sheet**

012/23

**RESOLVED (Willis/Wilson)**

That the report be received for information.

The resolution was carried unanimously.

**10.2 Bungendore High School State Significant Development Update**

013/23

**RESOLVED (Biscotti/Taskovski)**

That the report be received for information.

The resolution was carried unanimously.

**11. REPORTS OF COMMITTEES**

There were no Reports of Committees.

**12. NOTICES OF MOTIONS**

**12.1 Main Street Funding 2022/23**

This matter was dealt with in earlier business.

**12.2 Furlong House**

014/23

**RESOLVED (Willis/Preston)**

That Council refer the matter of Furlong House and its current status to the Heritage Advisory Committee to investigate viable long-term use and report back to Council.

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

Against: Crs Biscotti and Grundy

**13. REPORTS TO COUNCIL - DELEGATES REPORTS**

There were no Delegates Reports.

**14. QUESTIONS WITH NOTICE**

There were no Questions with Notice.

**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**

015/23

**RESOLVED (Winchester/Wilson)**

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 Partial Land Acquisition - 31 Ellendon Street, Bungendore**

*Item 16.1 is confidential in accordance with s10(A) (di) of the Local Government Act 1993 because it contains 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.*

**Item 16.2 Proposed Compulsory Acquisition/Agreement of Lease Bungendore Swimming Pool**

*Item 16.2 is confidential in accordance with s10(A) (c) 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) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

**Item 16.3 Public Interest Disclosure/Code of Conduct Complaint**

*Item 16.3 is confidential in accordance with s10(A) (i) of the Local Government Act 1993 because it contains alleged contraventions of any code of conduct requirements applicable under section 440 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 7.04pm to discuss the matters listed above.

**16.1 Partial Land Acquisition - 31 Ellendon Street, Bungendore**

016/23

**RESOLVED (Wilson/Grundy)**

That Council authorise the General Manager to commence negotiations with the property owner to acquire by agreement 16m<sup>2</sup> of land at 31 Ellendon Street, Bungendore (Lot 9 Section 11 DP758183).

The resolution was carried unanimously.

**16.2 Proposed Compulsory Acquisition/Agreement of Lease Bungendore Swimming Pool**

017/23

**RESOLVED (Wilson/Livermore)**

That in respect to the Council Portion of the Bungendore Swimming Pool on Bungendore Park; Lot 701 DP 1027107 Reserve 1000193:

1. Council agree to the granting of a lease to the NSW Department of Education by way of a compulsory acquisition by agreement under section 29(4) of the Land Acquisition (Just Terms Compensation) Act 1991 (Just Terms Act) subject to the compensation payable equals \$1,794,282.22 so that the total compensation for the replacement of the Bungendore Swimming Pool is at least equal to Council's existing claim.
2. If these terms are not agreed, then Council does not enter into an agreement under section 29(4) of the Just Terms Act for the compulsory acquisition of the lease and instead requires the NSW Department of Education to follow the compulsory acquisition process set out at Division 1, Part 2 and Part 3 of the Just Terms Act, with compensation payable to be determined by the Valuer-General in accordance with s 2.24(3) of the Crown Land Management Act 2016.

For: Crs Biscotti, Livermore, Preston, Taskovski, Willis, Wilson and Winchester

Against: Crs Burton, Grundy and Webster

**16.3 Public Interest Disclosure/Code of Conduct Complaint**

018/23

**RESOLVED (Preston/Biscotti)**

That the report be received for information.

The resolution was carried unanimously.

019/23

**RESOLVED (Winchester/Webster)**

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.45pm.

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**

The time being 7.47pm, 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.**

File Reference: 52.7.7

---

**Recommendation**

**That Council approve the Leave of Absence application submitted by Councillor Webster for the 22 February 2023 Council Meeting.**

---

**Summary**

Councillor Webster is seeking Council approval for a Leave of Absence, for the 22 February 2023 Council Meeting.

**Report**

Councillor Webster will be an apology for the 22 February 2023 Council Meeting and has submitted an application to Council for this Leave of Absence.

**Risk/Policy/Legislation Considerations**

This request is in accordance with clause 5.4 and 5.6 of Council's Code of Meeting Practice and S234(1)(d) of the *Local Government Act (1993)*, whereby Council may grant leave prior to or at any of the meetings concerned.

**Financial, Budget and Resource Implications**

Nil

**Attachments**

Nil



9.1 Financial Sustainability Options and Special Rate Variation (Author:  
Ryan/Monaghan)

---

File Reference: 51.1.1-01

---

**Recommendation**

**That Council:**

- 1. Accept the Community Engagement Report and noting the considerable feedback and participation at meetings thank the community for their involvement.**
  - 2. Adopt the draft revised Long Term Financial Plan, as exhibited.**
  - 3. Adopt the amendments to the 2022-26 Delivery Program, as exhibited.**
  - 4. Select one of the three SRV scenarios and submit an application to IPART.**
- 

**Summary**

Council's ongoing General Fund deficit is \$20.6M per annum. For Council's financial sustainability and to avoid a risk of unplanned service reduction, this must be addressed. Council developed three financial scenarios with the assistance of an independent financial consultant. The scenarios include different combinations of expense reductions and rates increases, with all three spreading the Special Rate Variation over three years.

Council resolved to place its revised long term financial plan and delivery program on public exhibition with three proposed SRV options. Consultation ran from 16 November – 31 January and unpacked three scenarios that use different approaches to return QPRC to a sustainable financial position. A high level of community participation was received.

The purpose of this report is to consider the community feedback received and select the preferred scenario.

**Background**

Council has reported ongoing general fund deficits since it was formed in 2016 and has prepared its financial plans with a strategy to increase revenue and find expenditure savings. Whilst Council has made progress and implemented part of the financial strategy, there have been additional rising costs that have countered the financial improvements.

The last two Operational Plan budgets have been very challenging and Council has made extensive budget cuts including planned efficiency improvements and unplanned service cuts that were required to balance the budget.

Council has comprehensively reviewed its operations and budgets to find cost reductions. It deferred or cancelled projects from the budget in recent years to reduce costs. It made \$2.2M in annual merger savings over the last five years by reducing duplicated activities or staff, saved \$457,000 in annual electricity costs by upgrading streetlights with LED lighting, worked with neighbouring councils to negotiate better costs for shared procurement, used pooled development contributions and attracted significant levels of state and federal government grants to fund local community infrastructure. We have reviewed all overtime arrangements and put reduction targets in place, conducted service reviews to identify efficiency savings,

**9.1 Financial Sustainability Options and Special Rate Variation (Author: Ryan/Monaghan) (Continued)**

---

and have sold and leased surplus assets to raise additional revenue – including commercial rental of three floors of the new Queanbeyan Civic and Cultural Precinct (QCCP) and the sale of land and buildings in the Queanbeyan CBD for \$8M as a result of the QCCP development.

In addition to the large savings items listed above, Council has made small savings across all areas, like any other business would. Things like stopping meals after Council meetings and leadership meetings. The Mayor using his own vehicle, reducing the number of phones allocated to staff, reduce the annual staff Christmas party budget, reducing print advertising, reducing professional subscriptions, signing more ratepayers up to emailed rates notices, stopping using priority post, sharing cars when we travel, we are moving to VOIP to reduce phone bills, and many more improvements that all staff are required to investigate and implement as part of Council's normal operation.

In the last two budgets, the following additional emergency budget cuts have been made – but are only intended to be short term budget surgery – they are not long term solutions:

- Cut the amount we spent on library books by half
- Removed donations to community groups, the Cultural Development Arts Assistance Scheme, community events and community sports
- Reduced the materials and services budget by 5% for discretionary spending
- Deferred recruitment of 12 vacant positions for one year
- Removed budgets for depot and property maintenance, shade-sail replacements, footpath upgrades, climate change actions, digitisation of newspapers, the customer satisfaction survey, website refresh, bushland maintenance, algal UV units, goal post renewal and deferral of other capital projects.

However, Council was still unable to produce a balanced budget and for the first time in 2022-23 the adopted budget had an unfunded cash deficit of \$1.14 Million.

Council subsequently engaged Morrison Low to undertake an independent financial assessment, including an organisational review to identify financial improvements that could improve value for ratepayers and minimise the required SRV.

The Morrison Low assessment forms the financial modelling included in the revised draft 2022-32 long term financial plan, including an assessment of the SRV options.

Morrison Low presented their independent financial assessment to Council and identified that without intervention:

- the average operating deficit for the 10 year forecast period is estimated at \$20.6M per annum
- the general fund has insufficient money to maintain service levels or asset renewals at levels the community requires
- inadequate infrastructure renewal will result in the degradation of community infrastructure
- under funding for expected growth and expanded services required for the growing population.

**Report**

Council resolved to place its revised long term financial plan and delivery program on public exhibition with three proposed SRV options. Consultation ran from 16 November – 31 January and unpacked three scenarios that use different approaches to return QPRC to a sustainable financial position.

**9.1 Financial Sustainability Options and Special Rate Variation (Author: Ryan/Monaghan) (Continued)**

---

Under Scenario 1, the general rate will increase by 12% every year for three years (including the rate peg). This would be a cumulative increase of 41%. Following this, rate increases will follow the rate cap amount set by IPART. This scenario requires significant cuts. There would need to be a strategy to reduce expenses by \$12 million per year.

Under Scenario 2, rates will increase by 18% every year for three years (including the rate peg). This would be a cumulative increase of 64%. Following this, rate increases will follow the rate cap amount set by IPART. This scenario will require significant cuts to services and immediate annual savings of \$5.5 million per year.

Under Scenario 3, rates will increase by 28% for the first year, 25% for the second year and 23% for the third year. This would be a cumulative increase of 97%. Following this, rate increases will follow the rate cap amount set by IPART. This scenario fully funds the current level of services and includes some additions to environmental programs and infrastructure renewal.

The communications strategy for the SRV included face to face workshops, community meetings, print media, radio interviews, social media, web newsletters, and web stories as well as our consultation website – Your Voice. Thought was put into the design elements to create the clearest possible explanations for residents as well as a rates calculator which was launched once the new land valuations were released. The new property valuation added an extra obstacle to clear communication about the impact of the SRV and was a key feature of the second stage of community discussion.

There have been 9,557 unique visits to the Your Voice consultation page and 1,006 visitors downloaded at least one of the background reports. Council received 1,116 submissions via email, website survey and hardcopy responses. All of the submissions have been compiled and included in the community consultation report that has been separately attached to this business paper. Identifying information of submitters has been redacted.

Submitters came from the following areas:

- 15.5% Jerrabomberra
- 12.9% Googong
- 9.3% Bungendore
- 9.1% Queanbeyan
- 8.3% Karabar
- 5.7% Crestwood
- 5.4% Queanbeyan East
- 3% Queanbeyan West
- 2.8% Braidwood
- 2.5% Bywong
- 2.4% Carwoola
- 1.7% Burra
- 1.6% Wamboin
- 1.6% Captains Flat
- 1% > Royalla, Mongarlowe, Sutton, Majors Creek, Tralee, Araluen, Currawang, Warri, The Ridgeway, Mount Fairy, Hoskinstown, and Bendoura.

The Mayor, Councillors, General Manager and Council staff made themselves available to attend community meetings to meet with people face to face. They attended 17 meetings and met with 350 members of the community between 15 November and 30 January.

9.1 Financial Sustainability Options and Special Rate Variation (Author: Ryan/Monaghan) (Continued)

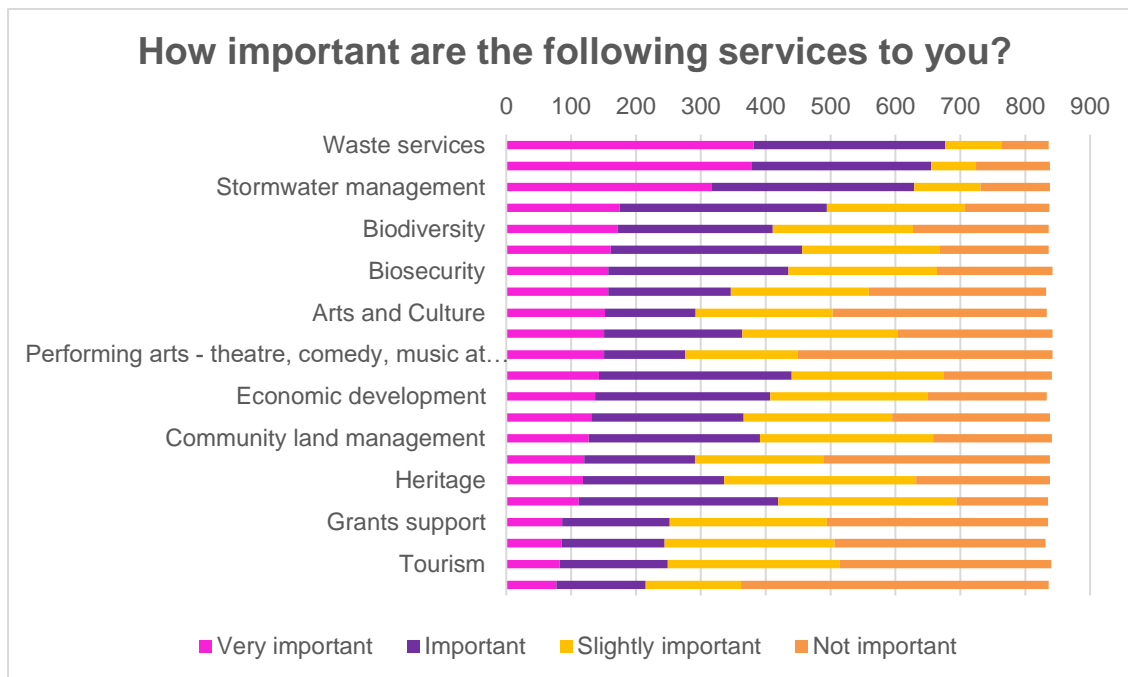
The survey we conducted asked the community to rank the importance of assets, services, the appetite for a supplementary pensioner rebate and included three open responses. All parts of the survey were voluntary.

The top three themes that featured in the open response questions were:

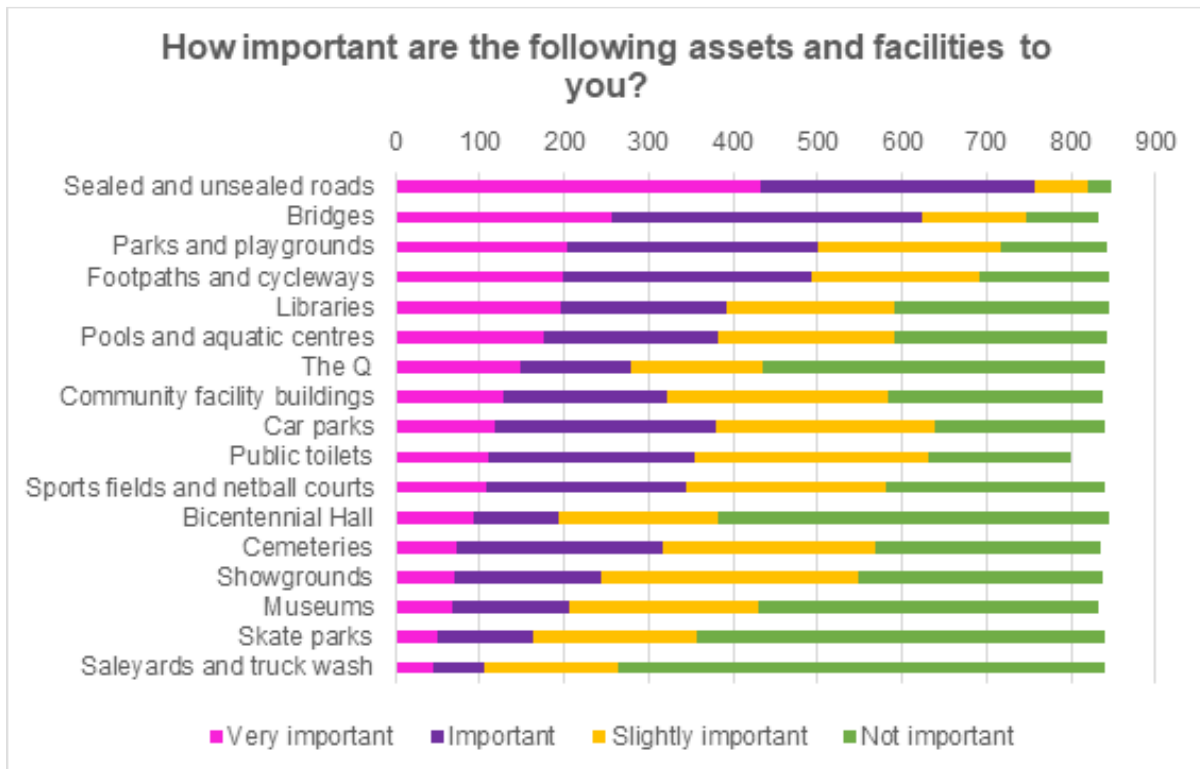
1. General disagreement and dissatisfaction with the three SRV scenarios
2. Council should reduce staff and councillor costs
3. Council should focus on the core functions, essentials or basics of Council

When asked which services and facilities were important to them, 26% of the 840 respondents thought that all services were important or very important. The least important service ranked by those 840 people was Family Day Care that had 26% important or very important, and the most important service ranked by the respondents was sealed and unsealed roads that had 81% of people indicate they are important or very important.

The most important asset as ranked by respondents is sealed and unsealed roads, with 89% of respondents saying they are important or very important, and the least important asset is saleyards, with 13% of respondents saying they are important or very important.



9.1 Financial Sustainability Options and Special Rate Variation (Author: Ryan/Monaghan) (Continued)



As part of the open responses we also recorded the number of responses that noted a preference for a scenario. 322 respondents did not opt for any of the 3 scenarios, with 223 of those respondents not wanting any increase, and 99 making other comments.

Of the financial scenarios being considered, 184 respondents preferred scenario 3, 172 respondents preferred scenario 1 and only 68 preferred scenario 2.

The feedback from our community was collated into two documents attached to this business paper and has been the subject of two Council workshops. A large amount of constructive feedback and has been received within submissions including the following actions that have either commences, will be progressed immediately or included in future plans and reports to Council.

Financial Sustainability Scenarios

**Scenario 1 – Significantly reduced services.** A three year rate increase of 12% each year, including the rate peg. This amounts to a cumulative rates increase of 40.5% and requires additional annual expense reduction of \$12M from 2023-24.

**Scenario 2 – Reduced services.** A three-year rate increase of 18% each year, including the rate peg. This amounts to a cumulative rates increase of 64.3% and requires additional annual expense reduction of \$5.5M from 2023-24.

**Scenario 3 – Maintain services.** A three-year rate increase of 28% (2023-24), 25% (2024-25) and 23% (2025-26), including the rate peg. This amounts to a cumulative rates increase of 96.8% and fully funds Council’s current level of services. Under this scenario Council would increase the pensioner rebate by \$100 in addition to the compulsory rebate amount.

This scenario allows for an appropriate level of asset maintenance and renewal (additional \$1.9M pa), funding for Council’s existing environmental commitments (\$1.3M pa), and

**9.1 Financial Sustainability Options and Special Rate Variation (Author: Ryan/Monaghan) (Continued)**

---

provides funds that allow Council to plan for asset expansion for a growing population and match 1:1 capital grant opportunities (\$400k pa).

Scenario 3 is the only scenario that includes an allowance to increase the pensioner rebate up to \$525, reflected by an increase to Council's voluntary pensioner rebate to \$100 for all pensioners across the LGA.

**Alternative Recommendations**

Council should consider community feedback and select the preferred financial scenario and consider the following three alternative recommendations:

For Scenario 1:

**That Council:**

- 1. Lodge an application with the Independent Pricing and Regulatory Tribunal for a Special Variation as outlined in Scenario 1 in the Long Term Financial Plan, for a permanent rate increase of 12% each year for 3 years, inclusive of the rate peg. This amounts to a cumulative rates increase of 40.5%.**
- 2. Receive a report with options to reduce services to save an additional \$12,000,000 in 2023/24.**

For Scenario 2:

**That Council:**

- 1. Lodge an application with the Independent Pricing and Regulatory Tribunal for a Special Variation as outlined in Scenario 2 in the Long Term Financial Plan, for a permanent rate increase of 18% each year for 3 years, inclusive of the rate peg. This amounts to a cumulative rates increase of 64.3%.**
- 2. Receive a report with options to reduce services to save an additional \$5,500,000 in 2023/24.**

For Scenario 3:

**That Council:**

- 1. Lodge an application with the Independent Pricing and Regulatory Tribunal for a Special Variation as outlined in Scenario 3 in the Long Term Financial Plan, for a permanent three year rate increase of 28% in 2023-24, 25% in 2024-25 and 23% in 2025-26, inclusive of the rate peg. This amounts to a cumulative rates increase of 96.8%.**
- 2. Include a voluntary pensioner rebate of \$100, for all QPRC pensioners in the 2023/24 Revenue Policy in addition to \$250 existing rebate on general rates.**

**Risk/Policy/Legislation Considerations**

The Local Government Act 1993 Sets out the following principles of sound financial management at Chapter 3 8B:

- (a) Council spending should be responsible and sustainable, aligning general revenue and expenses.*
- (b) Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.*

## 9.1 Financial Sustainability Options and Special Rate Variation (Author: Ryan/Monaghan) (Continued)

(c) Councils should have effective financial and asset management, including sound policies and processes for the following—

- (i) performance management and reporting,
- (ii) asset maintenance and enhancement,
- (iii) funding decisions,
- (iv) risk management practices.

(d) Councils should have regard to achieving intergenerational equity, including ensuring the following—

- (i) policy decisions are made after considering their financial effects on future generations,
- (ii) the current generation funds the cost of its services.

### **Financial, Budget and Resource Implications**

The Morrison Low assessment identified the contributing factors to the structural financial deficit noting that growth in core costs have outpaced growth in revenue. They noted the fundamental flaw in the income and cost structures for NSW local government affecting all NSW Councils. Costs to maintain community infrastructure and services are more than the revenue that local government receives.





All of the financial scenarios that were assessed for inclusion in the LTFP include additional financial savings measures; one-off cash injections from the sale of property and ongoing efficiency targets. In addition to the productivity improvements that have already been implemented and that are ongoing, Morrison Low undertook an Organisational Service Review to identify additional financial improvements to improve value for ratepayers and minimise the SRV. The review identified a number of efficiency savings that Council has already begun to implement and has identified further opportunities including a future program of detailed service reviews to prioritise ongoing improvement and future efficiency savings.

All of the financial scenarios include a continuation of the annual savings that Council has already implemented and additional savings targets for future efficiency improvements as well as targets to increase user fees and charges to offset higher rate rises. The detail of Council's targeted and tracked financial savings is outlined in the attached LTFP.

### **Conclusion**

Council must now consider the feedback and select the preferred scenario in order to submit its SRV application to IPART for assessment by 3 March 2023. If Council selects scenario 1 or 2 it must also receive a further report to reduce services to make the required level of additional budget cuts.

### **Attachments**

Attachment 1	Draft Delivery Program 2022-26 - Amendments ( <i>Under Separate Cover</i> )
 Attachment 2	Community Engagement Strategy ( <i>Under Separate Cover</i> )
 Attachment 3	SRV Consultation Summary - Key Themes ( <i>Under Separate Cover</i> )
 Attachment 4	SRV and LTFP Community Engagement Report ( <i>Under Separate Cover</i> )
 Attachment 5	Confidential Submission 1 ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>
Attachment 6	Confidential Submission 2 ( <i>Under Separate Cover</i> ) - <b>CONFIDENTIAL</b>

9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang)

---

File Reference: DA.2022.1479

**Recommendation**

That:

1. Approval be granted for the construction of a two-storey dwelling house to be used as an exhibition home in the North Elmslea new residential development area with regard to the Desired Future Characteristics of Part D6 of Palerang Development Control Plan 2015 to allow for the following reasons:
  - a. The proposal meets the height requirements of Clause 4.3 of PLEP 2014 and the PLEP 2014 does not prevent the two-storey dwelling on the subject site.
  - b. The desire of a “single storey” characteristic as suggested in the PDCP, is not a consideration in regard to the requirements in Part 3C – Greenfield Housing Code and Part 3D – Inland Code of SEPP (Exempt and Complying Development Codes) 2008 which would otherwise allow for the two-storey dwelling house if the approval pathway was under a Complying Development Certificate (CDC).
  - c. The proposal is considered consistent with the aims of the Palerang LEP 2014 and objectives of the R2 Low Density Residential zone as it provides for the housing needs of the community within a low-density residential environment.
  - d. The proposed dwelling adequately addressed the streetscape with modulated building forms, articulated facades, variety of front setbacks, mixed materials and colours and suitable landscaping to ensure that it will not detract from the existing and desire future character.
  - e. The upper storey component has been appropriately designed and is setback a suitable distance from adjoining properties to minimise any impacts on the amenity of adjoining residents.
  - f. The proposed development including driveway has been designed and sited to allow for street tree planting opportunity.
  - g. The controls under Part D6 of the Palerang DCP 2015 do not specify that dwellings must be single storey as this would be contrary to the Palerang LEP 2014 and the current Queanbeyan-Palerang LEP 2022.
2. Council support a variation to the requirements of Part D6 of Palerang Development Control Plan 2015 to allow for the ground level of the dwelling to be setback 3.5m from the rear boundary for the following reasons:
  - a. There is a discrepancy between the rear setback requirement under Part D6 and in Table 13 of Clause C2.2.2 of the Palerang DCP 2015. In accordance with Table 13, 0.9m rear setback is required for building less than 3.6m high and 3m is required for building more than 3.6m high. However, in accordance with controls under Part D6, dwellings are to be setback a minimum of 5m from rear boundary. The proposed ground level of the dwelling is setback 3.5m from the rear boundary and the upper level is setback 8.85m from the rear



**9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)**

---

boundary. The proposed rear setbacks meet the requirement under Clause C2.2.2 of Palerang DCP.

- b. The proposed variation is considered to be minor and the encroachment will not have adverse impact on the existing streetscape. The variation is not considered to reflect an overdevelopment of the site and can be supported in this instance.
  - c. The rear elevation is well articulated and will be constructed of mixed materials and colours compatible with the desire future character of the area. Recessed walls and windows/doors add interest to the appearance of the building and reduce the bulk and scale of the wall. The development is not considered to be out of character in the area.
  - d. The impact on the amenity of the adjoining residents and existing streetscape is considered minimal. The proposed dwelling is setback a suitable distance to adjoining dwellings. Additionally, the proposed 1.8m high boundary fence will reduce any overlooking impact from the ground floor windows.
3. Development application DA.2022.1479 for the construction of a two-storey dwelling house to be used as an exhibition home on Lot 69 DP 1282739, No. 13 Nelson Terrace, Bungendore NSW 2621 be granted conditional approval.

### **Summary**

#### ***Reason for Referral to Council***

In accordance with Clause 9 of the QPRC '*Guidelines for Referral of Development Applications to Council and Independent Assessment of Development Applications (2022)*'; where the General Manager receives a request signed from three Councillors, this application has been referred to Council.

Proposal:	Construction of a two storey dwelling to be used as an exhibition home and swimming pool
Applicant/Owner:	Duane Brinkmeyer / Sandra Camara Urbaniak & Paul Andrew Urbaniak
Subject Property:	Lot 69 DP 1282739, 13 Nelson Terrace Bungendore NSW 2621
Zoning and Permissibility:	R2 – Low Density Residential under Palerang Local Environmental Plan 2014
Public Submissions:	2
Issues Discussed:	Planning Requirements
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

**9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)**

---

**Background**

The subject site was created as part of DA.2020.1469 and is within the exhibition village approved under DA.2022.1155 on 14 October 2022.

***Proposed Development***

The development application is for the construction of a two-storey exhibition home and a swimming pool within an approved exhibition village.

The specific elements of the proposal are:

- 5 bedroom two storey dwelling house including a study/studio with attached double garage.
- 7.5m x 3.8m swimming pool and associated pool fence.
- Constructed of rendered foam wall system, castellation cladding “Ipe” and stria vertical Colorbond Monument cladding and Colorbond Monument sheet metal roof.
- 23,000L rainwater tank.
- Associated driveway and landscaping.

***Subject Property***

The subject site is legally described as Lot 69 DP 1282739 and is commonly known as 13 Nelson Terrace Bungendore. The site is located on the southern side of Nelson Terrace and has an area of 1026m<sup>2</sup>.

The site is relatively flat. The site is currently vacant and is covered in grass. Vehicular access is provided to the site via a proposed driveway from Nelson Terrace.

Existing development within the locality consists of residential development in Larmer Street to the south of the site. The subject land is one of 10 approved for use as a display village for 5 years on 14 October 2022.

9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)



Figure 1: Locality plan

9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)

---



**Figure 2: Subject site and existing residential developments to the south**



**Figure 3: View to the west of the subject site**

9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)

---



**Figure 4: View to the east of the subject site**

### **Planning Requirements**

Assessment of the application has been undertaken in accordance with Section 4.15 of the Environmental Planning and Assessment Act (EPAA) 1979, as amended. The matters that are of relevance are summarised in the attached *Section 4.15 Table – Matters for Consideration (Attachment 1)*.

The following planning instruments have been considered in the planning assessment of the subject development application:

1. State Environmental Planning Policy (Resilience and Hazards) 2021
2. State Environmental Planning Policy (Building and Sustainability Index: BASIX) 2004
3. Palerang Local Environmental Plan 2014 (PLEP 2014).
4. Palerang Development Control Plan 2015 (PDCP 2015)

The development generally satisfies the requirements and achieves the objectives of these planning instruments. The issues relating to the proposal for the Council's consideration are:

#### **(a) Compliance with LEP**

The proposed development is consistent with the aims of the PLEP 2014 and satisfies the relevant objectives of the zone (refer to Section 4.15 Table – Matters for Consideration for a detailed assessment. **(b) Compliance with DCP**

The proposed development is consistent with the general provisions of the Palerang Development Control Plan 2015 except for the desired future characteristic (single storey

**9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)**

---

dwelling) in the new release area of Bungendore (North Elmslea) under Part D6 of Palerang DCP 2015. The proposal is for a two-storey dwelling house to be used as an exhibition home which is supported for the following reasons:

- a) *The desire of a “single storey” characteristic is inconsistent with the maximum 8.5m height permitted by the Palerang LEP 2014 and the current Queanbeyan-Palerang Regional LEP 2022. The proposal meets the height requirements of Clause 4.3 of PLEP 2014 and the PLEP 2014 does not prevent the two-storey dwelling on the subject site.*
- b) *The desire of a “single storey” characteristic as suggested in the PDCP, is not a consideration in regard to the requirements in Part 3C – Greenfield Housing Code and Part 3D – Inland Code of SEPP (Exempt and Complying Development Codes) 2008 which would otherwise allow for the two-storey dwelling house if the approval pathway was under a Complying Development Certificate (CDC).*
- c) *The proposal is considered consistent with the aims of the Palerang LEP 2014 and objectives of the R2 Low Density Residential zone as it provides for the housing needs of the community within a low-density residential environment.*
- d) *The proposed dwelling adequately addressed the streetscape with modulated building forms, articulated facades, variety of front setbacks, mixed materials and colours and suitable landscaping to ensure that it will not detract from the existing and desire future character.*
- e) *The upper storey component has been appropriately designed and is setback a suitable distance from adjoining properties to minimise any impacts on the amenity of adjoining residents.*
- f) *The proposed development including driveway has been designed and sited to allow for street tree planting opportunity.*
- g) *The controls under Part D6 of the Palerang DCP 2015 do not specify that dwellings must be single storey as this would be contrary to the Palerang LEP 2014 and the current Queanbeyan-Palerang LEP 2022.*

The proposal also involved minor variation to the rear setback requirements under Part D6 of Palerang DCP as follows:

**Controls:**

- 6) *Dwellings are to be setback a minimum 5.0m from rear boundary.*

The variation to the rear setback (ground floor) is supported for the following reasons:

- (a) There is a discrepancy between the rear setback requirement under Part D6 and in Table 13 of Clause C2.2.2 of the Palerang DCP 2015. In accordance with Table 13, 0.9m rear setback is required for building less than 3.6m high and 3m is required for building more than 3.6m high. However, in accordance with controls under Part D6, dwellings are to be setback a minimum of 5m from rear boundary. The proposed ground level of the dwelling is setback 3.5m from the rear boundary and the upper level is setback 8.85m from the rear boundary. The proposed rear setbacks meet the requirement under Clause C2.2.2 of Palerang DCP.

**9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)**

---

- (b) The proposed variation is considered to be minor and the encroachment will not have adverse impact on the existing streetscape. The variation is not considered to reflect an overdevelopment of the site and can be supported in this instance.
- (c) The rear elevation is well articulated and will be constructed of mixed materials and colours compatible with the desired future character of the area. Recessed walls and windows/doors add interest to the appearance of the building and reduce the bulk and scale of the wall. The development is not considered to be out of character in the area.
- (d) The impact on the amenity of the adjoining residents and existing streetscape is considered minimal. The proposed dwelling is setback a suitable distance to adjoining dwellings. Additionally, the proposed 1.8m high boundary fence will reduce any overlooking impact from the ground floor windows.
- (e) The encroachment is of single storey and the rear boundary is separated from the properties to the south by a 10 metre with public reserve.

**(c) Other Matters – Queanbeyan-Palerang Regional Local Environmental Plan 2022 (the draft plan)**

The Queanbeyan-Palerang Regional LEP 2022 commenced on the 14 November 2022. The subject development application DA.2022.1479 was lodged on 19 September 2022. Clause 1.8A Savings provisions relating to development applications states “If a development application has been made before the commencement of this Plan ...the application must be determined as if this Plan had not commenced.” As such the application was assessed under the Palerang Local Environmental Plan 2014 that was in force at the time.

**(a) Building Surveyor’s Comments**

Council’s Building Officer offered no objections to the proposal, subject to the imposition of recommended conditions of consent.

**(b) Development Engineer’s Comments**

**Water:**

A 20mm potable water service is provided at the front of the lot.

**Sewer:**

A sewer tie is provided at the rear south-west corner of the lot. Refer to WAE plan for exact location.

A 3.5m wide combined sewer and stormwater easement runs within the site along the rear boundary. The proposed dwelling and rainwater tank are located on the edge of the easement. The plans confirm that there are no eaves along this façade and 3.5m clearance is maintained to the boundary. Pier and beam footing construction will be required, with piers extending to the depth of the deepest service (sewer), approx. **AHD 707.2m**. Structural plans, designed and certified by a practicing structural engineer, to be submitted to and approved by Council prior to CC.

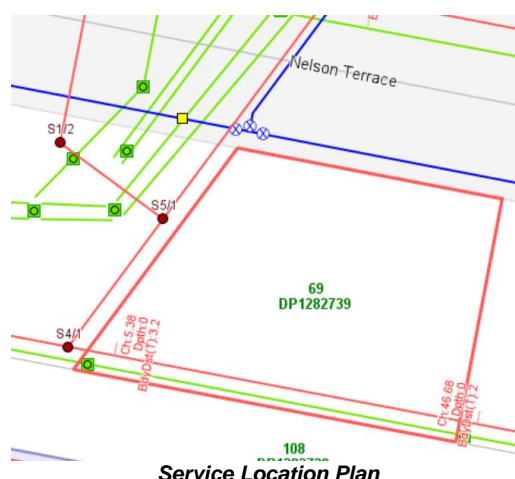
9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)

Landscaping and fencing within the easement are to comply with QPRC *Development Adjacent to Water, Sewer and Stormwater Mains Policy*.

**Storm Water:**

A stormwater tie should be available to the rear stormwater line or pit. This is not clearly marked on the WAE plan and location will need to be confirmed on site.

See “sewer” for easement detail.



**Traffic and Parking:**

A double garage is provided, with clear door opening of 4.8m x 2.4m and internal clearances in accordance with AS2890.

**Access:**

Driveway alignment over the verge indicated on the plans is in accordance with Council’s D13 Specification. Approx. internal driveway grade of -10% is acceptable.

Section 7.11 contributions apply.

**7.11 Roads / 7.12:**

Developer contributions apply under the Bungendore 7.11 Contributions Plan for Car Parking Facilities, effective from 28-07-2021. In accordance with Table 2 Page 7 of the Plan, a base contribution of \$655 for a new residential dwelling is applicable, which is indexed to \$699 at time of assessment.

Bungendore / Palerang	Applicable Lots/ET	Inflation	Current Contribution per lot	Total contribution	OneCouncil Ledger	OneCouncil Code
11 Bungendore Car Parking Facilities (Residential Zones)	1	6.68%	\$ 699.00	\$ 699.00	42160	PAL P11 BNCP
<b>Totals</b>			<b>\$ 699.00</b>	<b>\$ 699.00</b>		

**Flooding:**

NA

Council’s Development Engineer offered no objections to the proposal, subject to the imposition of recommended conditions of consent.



9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)

---

### Financial Implications

The proposed development attracts developer contributions under the Bungendore S7.11 Contributions Plan for Car Parking Facilities of the EP&A Act.

### Engagement

The proposal required notification under the Community Engagement and Participation Plan. Two submissions were received. The relevant issues raised are as follows:

***Issue:*** Submitters raised concern regarding the two storey dwelling not in keeping with the scale, character or appearance of the desire future characteristic of the area. The submitter raised that all other dwellings on Elmslea Estate and along Nelson Terrace are single storey properties whereas the proposal is for two storey development. Submitters stated that the single storey character should remain.

***Comment:*** The desire future characteristic and the proposal being a two storey development have been adequately addressed above under Part D6. The proposed variation is supported for the reasons stated above. It is not considered that the proposal would be out of character. There is no restriction in the PLEP 2014 that would prevent the proposed two storey development in the area. The proposal has been designed to meet the maximum height requirements permitted by the PLEP 2014. The proposed two storey dwelling adequately addressed the streetscape with modulated building forms, articulated facades, variety of front setbacks, mixed materials and colours and suitable landscaping to ensure that it will not detract from the existing and desire future character. It is setback a suitable distance from adjoining properties to minimise any impacts on the amenity of adjoining residents and to allow for landscaping and street tree planting opportunity.

***Issue:*** Overlooking/ privacy issues from the two-storey dwelling to adjoining properties to the south (Larmer St). The submitter raised that the proposed dwelling would have a rear window which look directly into their bedrooms and backyard.

***Comment:*** It is considered that the development will not result in any adverse impacts on the visual privacy of the dwelling or adjoining owners. The development is set back a suitable distance from adjoining owners that the impacts will be minimal. The ground level is setback 3.57m from the rear boundary at the southern side, 2.35m from the side eastern boundary and 5.63m from side western boundary. 1.8m high paling fence is proposed to the rear and side boundaries behind the building line which will prevent any overlooking impact from the ground floor area.

The upper level which contains a bedroom with ensuite and rumpus room is setback 8.85m from the rear boundary, 8.64m from eastern boundary and 20.6m from western boundary. There is no window on the southern elevation of the upper level facing the existing residential development at Larmer St. There is a window in the eastern elevation and a 10m wide drainage reserve along the rear boundary between the subject site and existing residential development to the south which will further reduce any potential overlooking impact.

***Issue:*** The proposed use as a display home will have significant impact as significant number of visitors will overlook adjoining property including backyard.

***Comment:*** As mentioned above, the dwelling has been designed to address and minimise any privacy impact. A condition of consent will be imposed restricting the hours of operation of the exhibition home between 10.00am to 5.00pm Friday to Saturday. This is consistent with the approved hours of operation under DA.2022.1155. Additionally a condition will be imposed

**9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)**

---

to limit the period during which the development can be used as an Exhibition home (five (5) years from the date of the commencement of the operation of the village) and that on the expiration of the use of the dwelling as exhibition home, the building is to be reinstated as a dwelling house and is used for residential purpose only.

***Issue:*** Display home should be built in location away from existing properties and in location that is zoned for two storey dwelling.

***Comment:*** The subject exhibition home is located within an approved display village (DA.2022.1155) approved on 14 October 2022. There is no restriction in the PLEP 2014 that would prevent the proposed two storey development in this area. The proposal has been designed to meet the maximum height requirements permitted by the PLEP 2014.

***Issue:*** The submitter raised concern regarding the proposed pool, water pressure and water supply. Submitter stated that the water pressure in many areas of Elmslea is unsatisfactory to residents and this has not been addressed ahead of this development being approved. This development will add to significant water supply shortages for the area. The approval of a pool as part of application adds to the demand on the water supply issues for this area.

***Comment:*** Water pressure and water supply in the area has been assessed by Development Engineer who has raised no objection to the proposal. It is not considered that the proposed swimming pool will add significant demands on the water supply. Condition will be imposed to ensure the swimming pool is fitted with a cover to minimise water loss through evaporation.

***Issue:*** Submitter also raised concern regarding increase noise impact from the proposed 2 storey dwelling and pool being in very close proximity to existing dwellings in Larmer St.

***Comment:*** A condition will be contained within the consent that the noise of any filtration equipment or pumps must not exceed 5dBA above the ambient background noise level measured at the property boundary. The development is also set back a suitable distance that the impacts will be minimal.

### **Conclusion**

The submitted proposal for the construction of a two-storey dwelling house to be used as an exhibition home on Lot 69 DP 1282739, No. 13 Nelson Terrace, Bungendore NSW 2621 is a Local Development and is supported by a Statement of Environmental Effects. The proposal was notified to adjoining owner/occupiers and two submissions were received.

The proposal has been assessed under Section 4.15 *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Palerang Local Environmental Plan 2014* and *Palerang Development Control Plan 2015*.

The development satisfies the requirements and achieves the objectives of these instruments.





The main issues relate to the desire future characteristic of single storey dwellings in the new release area of Bungendore (North Elmslea) and rear setback requirement under Part D6 of *Palerang DCP* have been adequately addressed with the design and is not resulted in amenity impact.

The proposed development is considered suitable for the site, is compatible with the neighbourhood and can be conditioned to mitigate any potential impacts.

9.2 DA.2022.1479 - 13 Nelson Terrace, Bungendore NSW - Construction of two storey dwelling house to be used as an exhibition home (Ref: ; Author: Abbott/Kunang) (Continued)

---

**Attachments**

- Attachment 1  DA.2022.1479 - S4.15 Matters for Consideration - 13 Nelson Terrace, Bungendore (*Under Separate Cover*)
- Attachment 2  DA.2022.1479 - Plans - 13 Nelson Terrace, Bungendore (*Under Separate Cover*)
- Attachment 3  DA.2022.1479 - Redacted submissions - 13 Nelson Terrace, Bungendore (*Under Separate Cover*)
- Attachment 4  DA.2022.1479 - Draft conditions of consent - 13 Nelson Terrace, Bungendore (*Under Separate Cover*)

9.3 Scoping Proposal Complying Development in Zone C4 Environmental Living  
(Ref: ; Author: Abbott/Carswell)

---

File Reference: PJT0061-19-03

---

**Recommendation**

That Council:

1. Agree in principle to the Scoping Proposal Complying Development in Zone C4 Environmental Living.
  2. Proceed to preparing a Planning Proposal and taking all other necessary actions subject to the support of key government agencies.
  3. In the event that major changes are required by state government agencies a further report be submitted to Council.
- 

**Summary**

This report puts forth a scoping proposal for Complying Development in Zone C4 Environmental Living for Council's consideration. It follows Council's decision (**Resolution No.358/22**) at its meeting of 14 September 2022 to review the range of exempt and complying development allowed in C4 Environmental Living.

**Background**

At the September meeting, Council determined to not *proceed* with the Planning Proposal PP-2021-860 to rezone certain land at Bywong and Wamboin from C4 Environmental Living to R5 Large Lot Residential. Council agreed to re-visit the merits of the previous discontinued Planning Proposal to review the range of exempt and complying development allowed in the C4 Environmental Living zone (**Resolution No.358/22**).

Council's decision followed a lengthy history of Council's consideration of the possibility of exempt and complying development in the C4 (formerly E4) Environmental Living zone.

**Report**

***Previous Planning Proposal for Exempt and Complying Development***

A broadly similar planning proposal was resolved to be prepared by the former Palerang Council (which became merged with Queanbeyan City Council to become Queanbeyan-Palerang Regional Council) at its meeting of 6 March 2015. This sought to increase the exempt and complying provisions in the E4 Environmental Living, RU5 Village and RU1 Primary Production zones.

A Gateway Determination for it was issued by the NSW Department of Planning and Environment (the Department) on 4 May 2015. Following this, the draft planning proposal was subject to discussion between the Department and Palerang Council and several changes were made to the draft planning proposal though it never reached the stages of agency and community consultation. At its meeting of 8 May 2019 Queanbeyan-Palerang Regional Council after considering a background report on it resolved (**PLA047/19**):

*That pursuant to Section 3.35(4) of the NSW Environmental Planning and Assessment Act 1979, Council request that the Minister no longer proceed with Planning Proposal*

### 9.3 Scoping Proposal Complying Development in Zone C4 Environmental Living (Ref: ; Author: Abbott/Carswell) (Continued)

---

*PP\_2015\_PALER\_002\_00 exempt and complying development in the land use zoned E4 Environmental Living, RU5 Village and RU1 Primary Production.*

#### ***The Situation regarding Exempt Development***

The second part of the resolution above of the 14 September 2022 includes further consideration of the range of exempt development in C4 Environmental Living areas.

However, since that time most of the exempt development originally identified in the 2015 planning proposal (and more) is now provided for in Part 2 Exempt Development Codes, Division 1 General Exempt Development Code of *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* (the Codes SEPP) (Attachment 2), albeit in some cases with slightly different development standards that were sought at the time.

Consequently, this scoping proposal does not seek to expand the role of exempt development types in the C4 Environmental Living zone. It now only seeks to enable a range of complying development types in C4 Environmental Living zones subject to stipulated development standards/requirements from, or similar to those applying to the same development types under to the Codes SEPP (Attachment 1).

#### ***Development types proposed to be Complying Development***

The range of complying development proposed includes:

- New single storey and two storey dwelling houses
- Alterations or additions to existing single storey and two storey dwelling houses
- Farm buildings (other than stock holding yards, grain silos and grain bunkers)
- Fowl and poultry houses
- Rainwater tanks (below ground)
- Tennis courts.

A number of development standards/requirements apply to each (Attachment 1) with the majority of them coming from Part 3D Inland Code of the Codes SEPP. The Inland Code applies to the Rural and residential zoned land within the LGA aside from greenfield areas.

A key requirement for all of these development types to be complying development will be that development occurs within a building envelope created under section 88B of the *Conveyancing Act 1919*.

In the case of development involving farm buildings (other than stock holding yards, grain silos and grain bunkers), fowl and poultry houses, rainwater tanks (below ground) and tennis courts another key requirement for these to be complying development will be that they are on lots which have a minimum lots size of 6 hectares.

#### **Risk/Policy/Legislation Considerations**

A possible risk is that this scoping proposal is not supported by one or more state government agencies or else an agency requires substantial changes to it. However, given the range of proposed amendments and the development standards/requirements applying to each development type this risk is considered to be minimal.

The preparation of this scoping proposal is consistent with the Department of Planning and Environment's policy as expressed in its Local Environmental Plan Making Guideline September 2022. Reporting of the scoping proposal and support of Council for it to proceed

### 9.3 Scoping Proposal Complying Development in Zone C4 Environmental Living (Ref: ; Author: Abbott/Carswell) (Continued)

---

are the next steps with these being followed by meetings with state government agencies, alterations to it if necessary, and the lodgement of a formal planning proposal on the NSW's Planning Portal. It's at the latter stages that the provisions of *Environmental Planning and Assessment Act 1979* and *Environmental Planning and Assessment Regulations 2021* first apply and continue to apply until the end of the process and *Queanbeyan-Palerang Regional Local Environmental Plan 2022* is amended.

#### **Financial, Budget and Resource Implications**

The costs of preparing this scoping proposal, the following planning and associated process will be met by the budget of the Land Use Planning branch. The scoping proposal has been prepared in house and any subsequent planning proposal will also be prepared in house. The process will require one planner on a part time basis as well as input from the GIS section of the Land Use Planning branch.

#### **Links to QPRC/Regional Strategic Plans**

In part the preparation of the scoping proposal and subsequent planning proposal has been driven by the longstanding desire of some members of the community within C4 Environmental Living land to have an alternative approval pathway for certain types of development.

As such the scoping proposal (and following planning proposal) is consistent with the following strategy from Queanbeyan-Palerang Regional Council's Community Strategic Plan 2042:

- *Establish operational practices and processes that support efficiency and community and business satisfaction.*

It also aligns with the following measure from the Community Strategic Plan:

- *Community satisfaction with involvement in Council decision making.*



#### **Conclusion**

As noted above the preparation of the scoping proposal and subsequent planning proposal has been driven in part by the longstanding desire of some members of the community within C4 Environmental Living land to have an alternative approval pathway for certain types of development.

It applies to a range of complying development types in C4 Environmental Living zones subject to stipulated development standards/requirements from, or similar to those applying to the same development types under to the Codes SEPP (Attachment 1). The applicable development standards/requirements should minimise adverse environmental impacts.

As such it is concluded that the scoping proposal and following planning proposal should be supported in principle subject to the recommendations of this report.

#### **Attachments**

- |   |   |
|---|---|
| Attachment 1<br> | Scoping Proposal Complying Development in Zone C4 Environmental Living (subject to meeting certain development standards/requirements)<br><i>(Under Separate Cover)</i> |
| Attachment 2<br> | Types of Exempt development available in C4 Environmental Living zones<br><i>(Under Separate Cover)</i>   |

9.4 2023 Election Funding Projects (Ref: ; Author: Ryan/Ryan)

---

File Reference: 11.10.1-01

---

**Recommendation**

**That Council endorse a list of priority projects to be presented for funding in advance of the 2023 NSW election.**

---

**Summary**

The NSW State election is being held on Saturday 25 March 2023. In preparation for this election, the following projects are provided to Council to take advantage of any funding or advocacy opportunities that may appear in the leadup to the election.

**Background**

The following projects were endorsed by Council at the meeting held 23 March 2022 for presentation to candidates for the 2022 Federal election.

Description	Estimated Cost	Funding Sought	Council contribution
Finalise sealing of Nerriga Road	\$10m	\$10m	\$0
Tarago Road Rehabilitation	\$3m	\$3m	\$0
Briars Sharrow Bridge	\$9m	\$9m	\$0
Reschs Creek Bridge Construction	\$4.5m	\$4.5m	\$0
Regional Sports Complex Stage 2 (stadium)	\$14m	\$14m	\$0
Bungendore Pool (Sports Hub)	\$5m	\$5m	\$0
Braidwood Depot Relocation	\$10m	\$10m	\$0
Braidwood carpark stage 2	\$3m	\$3m	\$0
South Jerra Innovation Hub (warm shell)	\$20m	\$20m	\$0
Queanbeyan Sewerage Treatment Plant Upgrade	\$150m	\$75m	\$75m

**Report**

In seeking election commitments for Council projects, priority should be given to those capital works which meet the following criteria:

- renewing or replacing an old asset,
- is part of a project part funded that needs additional external funding,
- has DA approval (if needed),
- is a road/bridge construction project,
- is identified in the current Long Term Financial Plan,
- is aligned with the Community Strategic Plan or other regional QPRC Plan and
- is deliverable.

**9.4 2023 Election Funding Projects (Ref: ; Author: Ryan/Ryan) (Continued)**

Of the projects nominated in 2022 for the Federal Election, the following projects remain unfunded and very important.

<b>Description</b>	<b>Estimated Cost</b>	<b>Funding Sought</b>	<b>Council Contribution or already Funded</b>
Finalise sealing of Nerriga Road	\$13m	\$10m	\$3m
Regional Sports Complex Stage 2	\$14m	\$14m	\$0
Bungendore Pool (Sports Hub)	\$10m	\$5m	\$5m
Braidwood Depot Relocation	\$13m	\$13m	\$0
Queanbeyan Sewerage Treatment Plant Upgrade	\$160m	\$40m	\$120m

Council consideration of these and any other projects is sought for finalisation and preparation of a 2023 NSW election advocacy paper.

**Risk/Policy/Legislation Considerations**

Nil

**Financial, Budget and Resource Implications**

External funding for asset renewal projects is a preferred outcome and essential for reducing our backlog and contributing to Council's long term financial sustainability.

**Links to QPRC/Regional Strategic Plans**

All projects are considered in the QPRC Community Strategic Plan.

**Conclusion**

The NSW State election is being held on Saturday 25 March 2023. In preparation for this election, a priority of projects is required for Council to take advantage of any funding or advocacy opportunities that may appear in the leadup to the election.

**Attachments**

Nil



9.5 Proposed Name South Jerrabomberra Town Park Central Lawn (Ref: ; Author: Richards/Geyer)

---

File Reference: 1886936

---

**Recommendation**

**That Council endorse the name 'Bob Winnel Lawn' for the South Jerrabomberra Town Park central lawn and place the proposal on public exhibition for 28 days.**

---

**Summary**

As part of the South Jerrabomberra housing estate, the Village Building Company (VBC) has dedicated land for a Town Park with central lawn, playground, learn to ride facility and extensive landscaping. Staff within VBC have proposed naming the central lawn after the company founder Bob Winnel, in recognition of his long service to the industry.

**Background**

Within the South Jerrabomberra Local Planning Agreement (LPA), VBC has agreed to dedicated land and construct a town park along side of the proposed Community Centre. The park is designed along similar lines as Queanbeyan Park, although the central lawn is a passive recreational space, not a sports field.



Originally VBC approached Council in 2022 enquiring on the possible naming of the entire park after Mr Winnel. VBC were advised that Council generally reserved place names for past community members that significantly contributed to the community's development or local indigenous names. However smaller areas within a park or sports facility have been named after people both living and past, eg. Brad Haddin Oval (Queanbeyan Park), Ian McNamee Pavilion (Freebody Oval).

**9.5 Proposed Name South Jerrabomberra Town Park Central Lawn (Ref: ; Author: Richards/Geyer) (Continued)**

---

**Report**

VBC have now formally requested Council consider naming the central lawn at South Jerrabomberra Town Park after founder and long serving VBC Director Bob Winnel, in recognition for his dedication to affordable housing across the region. Bob played a significant role in driving the South Jerrabomberra housing development was instrumental in committing VBC to dedicating land for the Town Park and for the Regional Sports Complex as part of the LPA.

Naming small elements within a larger park, sports facilities or showgrounds, is a positive means of recognising individuals, both current and past, that have made a significant contribution within the field or community. Naming the central lawn, the 'Bob Winnel Lawn' acknowledges Mr Winnel's long career and service to the wider region within a park created as a result of his work.

**Risk/Policy/Legislation Considerations**

There are no legal risks associated with this proposal. The proposed name should be placed on public exhibition and a feedback report brought back to Council.

**Financial, Budget and Resource Implications**

The park and any signage associated with the naming will be constructed by VBC.

**Conclusion**

Naming of locations or elements within parks is a positive form of recognition of dedicated service, however, can generate a mix of public opinion. In this instance, it is seen an appropriate name for the central lawn, given Mr Winnel's history and involvement in the creation of this park. Placing the proposal on exhibition and seeking public feedback is also appropriate.

**Attachments**

Attachment 1 Letter of request (*Under Separate Cover*)



9.6 Administration of the September 2024 Ordinary Election (Author: Ryan/Flint)

---

File Reference: 52.6

---

**Recommendation**

**That Council:**

1. Pursuant to s.296(2) and (3) of the Local Government Act 1993 (NSW) (*'the Act'*) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
  2. Pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
  3. Pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.
- 

**Summary**

Under section 296AA of the Local Government Act 1993 (the Act), councils are required to make a decision on how their ordinary elections in September 2024 are to be administered by 13 March 2023.

Each council must resolve either:

- to enter into an election arrangement with the NSW Electoral Commissioner (NSWEC) to administer all the council's elections, polls and constitutional referenda, or;
- that the council's elections are to be administered by another electoral services provider engaged by the council.

If a council does not resolve to engage the NSWEC to administer its elections by 13 March 2023, it must engage another electoral services provider to do so.

A council that fails to make a decision on the administration of its elections by 13 March 2023 will also be required to publish a notice of that failure on the council's website.

**Report**

The election arrangement is a standardised contract for all councils. The service schedule and costs schedule of the standardised contract will vary between councils and are made by the NSWEC in consultation with each council.

Where a council resolves to engage the NSWEC to administer its elections, polls and referenda, the election arrangement with the NSWEC will apply to the 2024 ordinary election and every election, poll and referendum including any by-election or countback election until the contract is automatically terminated 18 months before the following ordinary election of councillors.

Where councils have resolved to enter into an election arrangement with the NSWEC, the contract with the NSWEC must be finalised no later than 15 months before the next ordinary elections (ie, 13 June 2023).

**9.6 Administration of the September 2024 Ordinary Election (Author: Ryan/Flint)  
(Continued)**

---

**Risk/Policy/Legislation Considerations**

The recommendation provides for either a poll or referendum to be held in conjunction with the 2024 election. This would require a decision by Council at a later date and would incur additional cost estimate from NSWEC.

**Financial, Budget and Resource Implications**

The NSWEC released a Cost Estimate on 30 January 2023 (Attachment 1) which indicates an estimate for Queanbeyan-Palerang Regional Council of \$545,179 for the facilitation of the 2024 Election.

The estimate provided by the NSWEC has been included in the Delivery Program.

**Links to QPRC/Regional Strategic Plans**

Strategic Objective 5.1 Community Strategic Plan – Our community is serviced by an efficient, effective and innovative Council.

Strategic Objective 5.2 Community Strategic Plan – Council is an open, accessible and responsive organisation.

**Conclusion**

Council are requested to consider proceeding with engaging the NSWEC to undertake the 2024 Election on behalf of Queanbeyan-Palerang Regional Council.

**Attachments**

Attachment 1      Cost Estimate - NSWEC - 2024 Election (*Under Separate Cover*)



10.1 Progress - South Jerrabomberra Regional Jobs Precinct Draft Master Plan  
(Ref: ; Author: Ryan/Carswell)

---

File Reference: 11.1.1-06

**Recommendation**

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

**Report**

The Regional Jobs Precincts initiative identifies South Jerrabomberra as one of four locations in regional NSW with the potential to activate regional economic development opportunities to support industry growth and create jobs. This has an area of 950 hectares and includes North and South Poplars, North Tralee, South Jerrabomberra and Environa. Regional NSW estimates that by 2041 when completed it will enable the creation of almost 4,000 jobs.

Over the past 18 months, QPRC has been working in partnership with the Department of Regional NSW and other relevant state agencies to prepare a Draft Master Plan for the South Jerrabomberra Regional Jobs Precinct. This builds on the work previously undertaken by Council which resulted in the rezoning of the Poplars, North Tralee and South Tralee and is likely to result in additional areas being proposed for rezoning via planning proposals which may include Environa. However, any further planning proposals or rezonings will be dependent on a second access being secured into the ACT and sufficient contributions being available to fund any additional needed infrastructure such as water, sewer, roads, intersections, telecommunications and power.

Work undertaken so far includes a draft Master Plan for the Precinct supported by a series of technical studies commissioned by Regional NSW. This process has involved field surveys, engagement with key stakeholders including Council staff and a series of workshops with subject matter experts and agency representatives.

At this stage both the draft Master Plan and the technical studies need further refinement, which is increasing estimated infrastructure costs. With a change of the Regional NSW team and pending NSW Election, the final Master Plan will be presented to Council being around May.

**Attachments**

Nil

10.2 Bi-Annual Review of Councillor Expenses (Ref: ; Author: Flint/Monaghan)

---

File Reference: 52.7.1

**Recommendation**

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

**Report**

Council has policies and procedures in place to enable the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties as the elected representatives of QPRC.

The framework ensures accountability and transparency, is aligned to the Local Government Act, and seeks to align Councillor expenses and facilities with community expectations.

The summary and attachment report provide the 6 monthly detailed report on the provision of expenses and facilities to Councillors, in accordance with the Councillor Expenses and Facilities Policy.

*17.2 Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillors and as a total for all Councillors.*

<b>Expenses and facilities</b>	<b>2021-22 Actual</b>	<b>2022-23 Budget</b>	<b>2022-23 Year to Date</b>
Travelling Expenses	\$4,483	\$20,000	\$6,606
Council vehicle and fuel card	\$ -	\$ -	\$ -
Carer Expenses	\$ -	\$5,000	\$ -
Home Office Expenses / Office Equipment	\$50,416	\$10,000	\$83
Professional development, conferences / seminars	\$13,678	\$88,000	\$17,166
Accommodation and meals	\$ -	\$10,000	\$3,000
Associations and Memberships	\$750	\$2,500	\$750
Council Meeting Meals	\$7,216	\$9,500	\$ -
<b>Total</b>	<b>\$76,543</b>	<b>\$145,000</b>	<b>\$27,606</b>

**Attachments**

Attachment 1 Councillor Expenses for Individual Councillors (*Under Separate Cover*)



10.3 Councillor Workshops (Ref: ; Author: Ryan/Ison)

---

File Reference: 8 February 2023 reports

---

**Recommendation**

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

---

**Synopsis**

Council at its meeting on 23 February 2022 resolved (**Resolution No 093/22**) to publish details of Councillor workshops in the Agenda of the next Council meeting.

**Report**

During the period 3 January to 1 February 2023, the following workshops were held:

<b>Date</b>	<b>Workshop Items</b>	<b>External Presenter/s (if applicable)</b>
17/01/2023	Development Application Rutledge Street DA.2023.0044	From Village Building Company: Jamie Cregan, David Carey and Kylie Coe
31/01/2023	1. Two story dwellings in Elm Grove Estate  2. Temporary Office Proposal / Options Bungendore	
01/02/2023	SRV Scenarios and Community Feedback	

**Attachments**

Nil

11.1 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes  
(Ref: ; Author: Richards/Duncan)

---

File Reference: 52.3.3

**Recommendation**

That Council:

1. **Note the minutes of Bungendore Town Centre and Environs Committee Meeting held on 21 November 2022.**
2. **Endorse the Ellendon Street Sculpture Project.**
3. **Task its Place Making group to update the Bungendore Village Town Centre Plan in conjunction with BTCEC to form the basis for integrated forward planning**

**Summary**

The Bungendore Town Centre and Environs Advisory Committee has submitted for Council approval, minutes of meeting held on 21 November 2022.

The following is provided in response to the above recommendations:

**The Bungendore Village Town Centre Plan**

At the 9 September 2020 meeting, Council resolved to endorse the development of a Bungendore Place Plan pending available funding. To date this funding has not been sourced. An update of the Bungendore Village Town Centre Plan could be prepared for community consultation.

In consideration of the above, the following changes to recommendation 3 is provided for Council's consideration.

That Council:

3. Pending available funding update the Bungendore Village Town Centre Plan in conjunction with BTCEC to form the basis for integrated forward planning.

**Attachments**

Attachment 1  Bungendore Town Centre and Environs Advisory Committee Meeting Minutes - 21 November 2022 (*Under Separate Cover*)



12.1 172 Foxlow Street Captains Flat (Ref: ; Author: Willis/Willis)

---

**File Reference:** 8 February 2023 motions

**Notice**

Councillor Katrina Willis will move the following motion:

---

**Motion**

**That Council receive a report on options for future use of the former medical centre at 172 Foxlow Street Captains Flat.**

---

**Comment from Cr Willis in support of this Notice of Motion**

Council is the owner of property at 172 Foxlow St Captains Flat. The building was previously used as a medical centre but has been unoccupied since the opening of the new facility in 2015.

The following year, the block was subdivided to enable the separation of the Council storage depot behind the health centre, and the health centre, with the intention of then offering the health centre for sale. For unknown reasons, this has not occurred.

The medical centre has an important place in the social history of the town, having been the place of many births over many decades. The centre has been replaced by a new facility in a different part of town which provides for visiting medical practitioners to undertake consultations.

Captains Flat residents had anticipated having access to the old pre-school site after its rehabilitation for lead contamination. However, residents recently learned that this could take up to four years.

There are a number of potential uses if repairing and upgrading the property is feasible, including as a visitor centre with art gallery and shop for selling local arts and crafts and meeting spaces for local community groups. The town's Men's Shed and other community groups might be able to assist with repairs and upgrades. However, if this is not a viable option, selling the property for housing could generate funds to purchase another site for a similar community venture.

**Staff Comment**

There is no current lease or licence associated with this property. The property was reclassified from Community to Operational Land in 2015; and identified by the former Palerang Shire Council as surplus land assets for potential sale.

**Attachments**

Nil

12.2 Proposed Council Administration Building - Bungendore (Ref: ; Author: Willis/Willis)

---

**File Reference:** 8 February 2022 motions

**Notice**

Councillor Katrina Willis will move the following motion:

---

**Motion**

**That Council, in developing a design brief for the proposed Council administration building and community centre in Bungendore, incorporate the following requirements:**

- a. a minimum seven-star energy rating,
  - b. passive solar design principles,
  - c. maximum use of solar energy,
  - d. battery storage if cost effective based on a 7-year pay-back period,
  - e. electricity for space heating and cooking facilities,
  - f. maximum use of recycled materials,
  - g. electrical vehicle charging,
  - h. change rooms and parking facilities for cyclists,
  - i. non-potable water for outdoor landscaping (e.g. through on-site collection of rainwater), and
  - j. have regard to Council's Urban Forest and Cooling Strategy.
- 

**Comment from Cr Willis in support of this Notice of Motion**

Earth, our home, is on a path to reach 2.7 degrees average warming by the end of the century with current policy settings. This is higher than the upper target of the Paris Agreement which itself was to provide only a 50 per cent chance of keeping global warming within relatively safe limits.

A world of almost 3 degrees of average warming is a world we would struggle to recognise and one that would be difficult in which to live.

The construction and operation of buildings are major contributors to greenhouse gas emissions and, therefore, to global warming. Fortunately, there are approaches and methods to design, construction and operation of buildings that can dramatically reduce their carbon footprint.

In recognition of these impacts and opportunities to reduce them, Australian Government energy ministers agreed the National Trajectory for Low Energy Building in 2019. The Trajectory is a national plan that aims to achieve zero energy commercial and residential buildings in Australia. It is a key initiative to address Australia's 40% energy productivity improvement target by 2030 under the National Energy Productivity Plan.

Policies outlined in the Trajectory aim to deliver cost-effective energy efficiency improvements to homes and businesses including lower energy bills, better energy security and affordability,

**12.2 Proposed Council Administration Building - Bungendore (Ref: ; Author: Willis/Willis) (Continued)**

---

reduced carbon emissions, improved comfort and health for building occupants, reduced wastage for the wider economy and lowering peak energy demand.

The forthcoming NSW Sustainable Building State Environmental Planning Policy (SEPP) will set higher standards for improving the energy performance of new buildings.

QPRC's Sustainable Design for Council Buildings Policy and Council Operations Climate Action Plan also recognise the importance of achieving lower emissions.

If Council does build a new administration building and community centre in Bungendore, it will present an opportunity to showcase QPRC's commitment to climate action in a very practical way, assist council to reach net zero emissions sooner rather than later, and provide financial savings over time.

This motion seeks to ensure that the design brief for a new building incorporates measures that can achieve these objectives.

**Staff Comment**

Council is currently seeking submissions from suitably qualified consultants for services related to both the Concept Design and Technical specifications of the proposed new building. The submissions received by will be assessed against Councils Sustainable Design for Council Buildings Policy.

Following the appointment of the Design consultant a workshop will be held with Council in early to mid-march so that other Council priorities can be captured including budget constraints.

Currently the compensation from the Department of Education is less than that required to construct this building and is a matter Council is appealing with the first directions hearing booked for the 10 February 2023.

Community and business consultation is also planned before a final design is approved by Council for lodgement of any Development Application.

**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 Temporary Office**

*Item 16.1 is confidential in accordance with s10(A) (c) 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) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*