



Ordinary Meeting of Council

AGENDA

13 July 2022

Commencing at 5.30pm

**Council Chambers
253 Crawford Street
Queanbeyan**

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

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

Statement of Ethical Obligations

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

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

On-site Inspections - Nil

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

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

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Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

16.1 Legal Matters

Item 16.1 is confidential in accordance with s10(A) (e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

16.2 Tender Number 2021-38: Construct Pavilion at Bungendore Sports Hub

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.

16.3 Tender Number 2021-43: Washroom Services Contract

Item 16.3 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 Development Application DA.2021.1157 - Construction of a Child Care Facility, Recreation Facility (indoor) Gymnasium and Two Shops/Food and Drink Premises - 14 Ferdinand Lane, Jerrabomberra
- Attachment 1 DA.2021.1157 - Sec 4.15 Matters for Consideration (Amended) - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (Under Separate Cover)*
- Attachment 2 DA.2021.1157 - Amended Carparking Plans - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (Under Separate Cover)*
- Attachment 3 DA.2021.1157 - Redacted Submission - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (Under Separate Cover)*
- Attachment 4 DA.2021.1157 - Draft Conditions of Consent - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (Under Separate Cover)*
- Attachment 5 DA.2021.1157 - Previous Report to Council 25 May 2022 - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (Under Separate Cover)*
- Item 9.2 South Jerrabomberra Planning Proposal PP-2022-2258 - Rezoning of Rural Land to Residential Land
- Attachment 1 Planning Proposal (Under Separate Cover)*
- Attachment 2 RFS Determination (Under Separate Cover)*
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- Attachment 4 Minutes of Pre-lodgement Meeting held 9 June 2022 (Under Separate Cover)*
- Item 9.3 De-listing of Heritage Item - Googong Shearing Shed
- Attachment 1 Shearing Shed Complex - Heritage Advice May 2021 (Under Separate Cover)*
- Attachment 2 Proposed Shearing Shed Relocation (Under Separate Cover)*
- Attachment 3 Googong Shearing Shed Concept Plan (Under Separate Cover)*
- Attachment 4 Shearing Shed Complex - Heritage Advice June 2022 (Under Separate Cover)*
- Item 9.5 Locality / Area Committee Review
- Attachment 1 Complete Submissions Received no's 19 - 24 - Received external to my voice - 13 July 2022 (Under Separate Cover)*
- Attachment 2 Executive Summary of Engagement Report - Review of Council Committees V3 - 5 July 2022 (Under Separate Cover)*
- Item 9.6 Application for a Council Cultural Grant
- Attachment 1 Cultural Grants Application Braidwood Lions Club (Under Separate Cover)*
- Item 9.7 Social Media Policy
- Attachment 1 Social Media Policy (Under Separate Cover)*
- Item 9.8 Reviewed Policies
- Attachment 1 Tourism Policy (Under Separate Cover)*

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- Attachment 2* *Petition Policy (Under Separate Cover)*
- Attachment 3* *Procedures for the Administration of the Code of Conduct (Under Separate Cover)*
- Attachment 4* *Sewer Connections - Limit of Council Responsibility (Under Separate Cover)*
- Item 9.9 Policies for Rescission
- Attachment 1* *Private Works Prepayment Policy (Under Separate Cover)*
- Attachment 2* *QCC Loose-Fill Asbestos Insulation Rates Relief Policy (Under Separate Cover)*
- Attachment 3* *Requests for Assistance with Legal Costs Policy (Under Separate Cover)*
- Attachment 4* *Community Meetings Policy (Under Separate Cover)*
- Attachment 5* *Decision Making Framework Policy (Under Separate Cover)*
- Item 9.11 Renewal of Lease for 66 Old Mines Road, Captains Flat with Amplitel Pty
- Attachment 1* *Captains Flat, NSW - term 1 lease (Under Separate Cover)*
- Attachment 2* *Captains Flat, NSW - term 2 lease (Under Separate Cover)*
- Attachment 3* *Captains Flat, NSW - term 3 lease (Under Separate Cover)*
- Attachment 4* *Captains Flat, NSW - term 4 lease (Under Separate Cover)*
- Item 9.12 Anti-Fraud and Corruption Policy
- Attachment 1* *Anti-Fraud and Corruption Policy (Under Separate Cover)*
- Item 9.13 Resourcing Strategy and Workforce Management Strategy
- Attachment 1* *Workforce Management Strategy 2022-26 (Under Separate Cover)*
- Attachment 2* *Resourcing Strategy (Under Separate Cover)*
- Item 9.15 Investment Policy Review 2022
- Attachment 1* *2022 Draft Investment Policy (Under Separate Cover)*
- Item 10.1 NSW Rail Trails Framework and Evaluation
- Attachment 1* *NSW Rail Trails Framework (Under Separate Cover)*
- Attachment 2* *Evaluation of Rail Trails in NSW: Evaluation Summary (Under Separate Cover)*
- Item 10.3 2022 HSEQ Surveillance Audit Report - Summary
- Attachment 1* *Surveillance Audit 2022 (Under Separate Cover)*
- Item 11.1 Audit, Risk and Improvement Committee Minutes - 16 March 2022
- Attachment 1* *ARIC minutes 16 March 2022 (Under Separate Cover)*

Closed Attachments

- Item 16.2 Tender Number 2021-38: Construct Pavilion at Bungendore Sports Hub
- Attachment 1* *Tender Evaluation Report - Tender 2021-038 - Bungendore Sports Hub Amenities Building (Under Separate Cover)*
- Item 16.3 Tender Number 2021-43: Washroom Services Contract
- Attachment 1* *Tender Evaluation Report QPRC Washroom Service Contract 2021-43 (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, 22 June 2022 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)

Cr Biscotti
Cr Burton
Cr Grundy
Cr Livermore
Cr Preston
Cr Taskovski
Cr Ternouth
Cr Willis
Cr Wilson

Staff:

R Ryan, CEO
P Hansen, Portfolio General Manager Community Connections
M Thompson, Portfolio General Manager Natural and Built Character
J Richards, Portfolio General Manager Community Choice
K Monaghan, Portfolio General Manager Organisational Capability

Also Present: W Blakey, Clerk of the Meeting

L Ison, Minute Secretary

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

001/22

RESOLVED (Winchester/Biscotti)

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

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 8 June 2022**

002/22

RESOLVED (Winchester/Biscotti)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 8 June 2022 be confirmed subject to the following amendment:

Item 9.2 – amend the record of voting to show Cr Webster voted against Cr Ternouth’s amendment.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

003/22

RESOLVED (Winchester/Preston)

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

The resolution was carried unanimously.

There were no disclosures.

6. ADJOURNMENT FOR PUBLIC FORUM

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

004/22

RESOLVED (Winchester/Ternouth)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT:

The meeting adjourned for the Public Forum at 5.33pm and resumed at 5.54pm.

7. MAYORAL MINUTE

There was no Mayoral Minute.

8. NOTICES OF MOTIONS OF RESCISSION

There were no Notices of Motions of Rescission.

9. REPORTS TO COUNCIL - ITEMS FOR DETERMINATION**9.1 Development Application DA.2021.1259 - Four Torrens Title Lots, Construction of Three Two Storey Dwelling Houses - 2G Phillip Avenue, Queanbeyan East****MOVED (Biscotti/Taskovski)**

That:

1. Council agrees to endorse the attached proposed Draft Plan of Management to facilitate the creation and maintenance of an appropriate Asset Protection Zone (APZ) over Council land on Lot 102 DP 1213713, No.10G Phillip Avenue, Queanbeyan East and forward the Plan to the RFS for their consideration.
2. Development Application DA.2021.1259 for a four lot Torrens title subdivision and erection of three two storey dwellings on Lot 1 DP 119766, No.2G Phillip Avenue, Queanbeyan East, be determined under delegated authority of the General Manager subject to the issue of General Terms of Approval by the NSW Rural Fire Service and NSW Natural Resources Access Regulator.

Cr Willis foreshadowed a CONTRARY motion: [“That:

1. The applicant be advised that Council does not support the creation and maintenance of an Asset Protection Zone (APZ) over Council land on Lot 102 DP 1213713, No.10G Phillip Avenue, Queanbeyan East for the following reasons:
 - a. The APZ is proposed on community land which should not be subject to constraints benefiting private parties in perpetuity.
 - b. The proposal creates an unreasonable burden on Council to enforce compliance with the proposed Plan of Management
 - c. Adherence with the proposed Plan of Management would have an undesirable environmental impact on Buttle’s Creek.
2. Development Application DA.2021.1259 for a four lot Torrens title subdivision and erection of three two storey dwellings on Lot 1 DP 119766, No.2G Phillip Avenue, Queanbeyan East, be refused for the following reasons:
 - a. The required asset protection zone is unable to be implemented without impacting on neighbouring properties
 - b. The proposal is inconsistent with the objectives of the R2 Low Density Residential zone in that it is development that does not consider the low density amenity of existing residents.
 - c. That pursuant to clause 7.3(3) of the *Queanbeyan Local Environmental Plan 2012 (QLEP 2012)* the proposal will have unacceptable impacts on threatened species and terrestrial biodiversity due to the maintenance of APZ’s on adjoining land.
 - d. That pursuant to clause 7.4 of the *QLEP 2012* the maintenance of an APZ in Buttles Creek will have an unacceptable impact on riparian land and water courses.

- e. The front and rear setbacks of the dwelling on proposed Lot 1E do not comply with clause 3A.2.2 of the Queanbeyan DCP 2012.
- f. That pursuant to section 4.15(1)(c) of the *Environmental Planning and Assessment Act 1979* the three lot subdivision and three dwellings represent an overdevelopment of the site which is severely constrained by steep topography to the north and close proximity to the top of the Creek bank to the south.”]

The motion (of Crs Biscotti and Taskovski) was PUT and LOST.

For: Crs Biscotti, Burton, Grundy, Taskovski and Ternouth
Against: Crs Livermore, Preston, Willis, Wilson and Winchester

With the vote being five-all, the Mayor exercised his casting vote and declared the motion LOST.

The foreshadowed motion (of Cr Willis) was seconded by Cr Preston, PUT and CARRIED.

005/22

RESOLVED (Willis/Preston)

That:

1. The applicant be advised that Council does not support the creation and maintenance of an Asset Protection Zone (APZ) over Council land on Lot 102 DP 1213713, No.10G Phillip Avenue, Queanbeyan East for the following reasons:
 - a. The APZ is proposed on community land which should not be subject to constraints benefiting private parties in perpetuity.
 - b. The proposal creates an unreasonable burden on Council to enforce compliance with the proposed Plan of Management.
 - c. Adherence with the proposed Plan of Management would have an undesirable environmental impact on Buttle’s Creek.
2. Development Application DA.2021.1259 for a four lot Torrens title subdivision and erection of three two storey dwellings on Lot 1 DP 119766, No.2G Phillip Avenue, Queanbeyan East, be refused for the following reasons:
 - g. The required asset protection zone is unable to be implemented without impacting on neighbouring properties
 - h. The proposal is inconsistent with the objectives of the R2 Low Density Residential zone in that it is development that does not consider the low density amenity of existing residents.
 - i. That pursuant to clause 7.3(3) of the Queanbeyan Local Environmental Plan 2012 (QLEP 2012) the proposal will have unacceptable impacts on threatened species and terrestrial biodiversity due to the maintenance of APZ’s on adjoining land.

- j. That pursuant to clause 7.4 of the QLEP 2012 the maintenance of an APZ in Buttles Creek will have an unacceptable impact on riparian land and water courses.
- k. The front and rear setbacks of the dwelling on proposed Lot 1E do not comply with clause 3A.2.2 of the Queanbeyan DCP 2012.
- l. That pursuant to section 4.15(1)(c) of the *Environmental Planning and Assessment Act 1979* the three lot subdivision and three dwellings represent an overdevelopment of the site which is severely constrained by steep topography to the north and close proximity to the top of the Creek bank to the south.

For: Crs Livermore, Preston, Willis, Wilson and Winchester
 Against: Crs Biscotti, Burton, Grundy, Taskovski and Ternouth

With the vote being five-all, the Mayor exercised his casting vote and declared the motion CARRIED.

9.2 Modification Application DA.2021.1258.A - Modification to Braidwood Memorial Pool - 163 Wallace Street, Braidwood

006/22

RESOLVED (Willis/Wilson)

That modification application DA.2021.1258.A to modify the configuration of the kiosk and control room, change to roof design and relocation of fencing for the alterations and additions to the Braidwood Memorial Pool on Lot 7005 DP 1020633 No.163 Wallace Street, Braidwood (Ryrie Park North) be approved subject to the following additional condition of consent.

1A. Modified Plans

The development referred to in the application is to be carried out in accordance with the original approved plans except as modified by the plans numbered DA.2021.1258.A and in accordance with this schedule of conditions.

Title / Description	Prepared by	Issue/Revision & Date	Date received by Council
Site plan and signage (DA005)	Paul Barnett Design Group	18/03/2022 (F)	08/04/2022
Demolition plan (DA050)	Paul Barnett Design Group	18/03/2022 (G)	08/04/2022
New works detail plan (DA101)	Paul Barnett Design Group	18/03/2022 (H)	08/04/2022
Roof plan (DA111)	Paul Barnett Design Group	18/03/2022 (H)	08/04/2022
External elevations (DA200)	Paul Barnett Design Group	18/03/2022 (H)	08/04/2022

External elevations (A201)	Paul Barnett Design Group	18/03/2022 (H)	08/04/2022
External street elevations (DA203)	Paul Barnett Design Group	18/03/2022 (E)	08/04/2022
Sections (DA300)	Paul Barnett Design Group	18/03/2022 (H)	08/04/2022
Landscape plan (DA150)	Paul Barnett Design Group	18/03/2022 (A)	08/04/2022

The resolution was carried unanimously.

9.3 Road Naming Proposal - North and South Poplars - Jerrabomberra

007/22

RESOLVED (Willis/Ternouth)

That Council:

1. Adopt in principle the following proposed names for the new roads created within Stage 1 and Stage 2 at the Poplars business and innovation precinct:
 - Gwendoline Place
 - Lexcen Avenue
 - Nicholas Court
 - Wolseley Place
2. Place the names on public exhibition for a period of 28 days.
3. Publish a notice in the NSW Government Gazette adopting the names if no objections are received.

The resolution was carried unanimously.

9.4 Local Roads and Community Infrastructure Program Phase 3

008/22

RESOLVED (Wilson/Biscotti)

That Council fund the following projects from the Local Roads and Community Infrastructure Phase 3 program:

1. Bungendore Sports Hub \$565,418
2. Foxlow Park Captains Flat \$100,000

The resolution was carried unanimously.

9.5 Tender Number 2021-22: Queanbeyan Pool - Upgrade to Change Rooms

009/22

RESOLVED (Biscotti/Taskovski)

That Council decline to accept any of the tenders, postponing the Aquatic Centre Upgrade to Change Rooms project and proposal for a contract, pending the sourcing of additional grant (or other) funding.

The resolution was carried unanimously.

9.6 RFT 2021-34 - Contract for Waste Disposal

MOVED (Biscotti/Taskovski)

That Council:

1. Subject to resolution of contractual matters to the satisfaction of the Chief Executive Officer, award the separable portion for Municipal Waste Services of RFT 2021-34 to the Conforming Tender submitted by Veolia Environmental Services (Australia) for the rates shown in the table below:

Code	Description	Unit	Service Rate Excluding GST
G1	Municipal Waste Disposal Rate	Per tonne	\$86.00
G2	Biosolids Disposal Rate	Per tonne	\$86.00

2. Subject to resolution of contractual matters to the satisfaction of the Chief Executive Officer, award the separable portion for Recyclables Processing Services of RFT 2021-34 to the Conforming - Recyclables Tender submitted by ReGroup Pty Ltd for the rates shown in the table below:

Code	Description	Unit	Service Rate Excluding GST
R1	Recyclables Processing Services (Base Rate)	Per tonne	\$113.00
R2	Recyclables Processing Services (Additional Payment Contamination >15% by weight)	Per tonne	\$72.00
R3	Recyclables Processing Services (Additional Payment Compaction)	Per tonne	\$20.00

3. Subject to resolution of contractual matters to the satisfaction of the Chief Executive Officer, award the separable portion for Organics Processing Services to the Conforming - Organics Tender submitted by ReGroup Pty Ltd for the rates shown in the table below:

Code	Description	Unit	Service Rate Excluding GST
Organics Processing Services			
O1	Base Rate	Per tonne	\$80.00
O2	Additional Contamination >5 – 10% by weight	Per tonne	\$300.00
	Additional Contamination >10 – 15% by weight	Per tonne	\$300.00
	Additional Contamination >15% by weight	Per tonne	N/A
Organics Buy Back			
O5	Compost to AS4454	Per tonne	\$25.00

AMENDMENT (Willis/Wilson)

That the matter be deferred:

1. Pending a workshop to consider how the waste management strategy can be implemented and funded to ensure our waste policy and practices are sustainable, with reduced waste to landfill and avoiding trucking organic waste long distances for processing.
2. To require a written undertaking from Veolia that waste transported out of the local government area will not be used to feed a waste-to-energy incinerator.

The amendment (of Crs Willis and Wilson) was PUT and LOST.

For: Cr Willis

Against: Crs Biscotti, Burton, Grundy, Livermore, Preston, Taskovski, Ternouth, Wilson and Winchester

The motion (of Crs Biscotti and Tavskovski) was PUT and CARRIED.

010/22

RESOLVED (Biscotti/Taskovski)

That Council:

1. Subject to resolution of contractual matters to the satisfaction of the Chief Executive Officer, award the separable portion for Municipal Waste Services of RFT 2021-34 to the Conforming Tender submitted by Veolia Environmental Services (Australia) for the rates shown in the table below:

Code	Description	Unit	Service Rate Excluding GST
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G1	Municipal Waste Disposal Rate	Per tonne	\$86.00
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R2	Recyclables Processing Services (Additional Payment Contamination >15% by weight)	Per tonne	\$72.00
R3	Recyclables Processing Services (Additional Payment Compaction)	Per tonne	\$20.00

3. Subject to resolution of contractual matters to the satisfaction of the Chief Executive Officer, award the separable portion for Organics Processing Services to the Conforming - Organics Tender submitted by ReGroup Pty Ltd for the rates shown in the table below:

Code	Description	Unit	Service Rate Excluding GST
Organics Processing Services			
O1	Base Rate	Per tonne	\$80.00
O2	Additional Payment Contamination >5 - 10% by weight	Per tonne	\$300.00
	Additional Payment Contamination >10 - 15% by weight	Per tonne	\$300.00
	Additional Payment Contamination >15% by weight	Per tonne	N/A
Organics Buy Back			
O5	Compost to AS4454	Per tonne	\$25.00

For: Crs Biscotti, Burton, Grundy, Livermore, Preston, Taskovski, Ternouth, Wilson and Winchester
 Against: Cr Willis

011/22

Procedural Motion**RESOLVED (Wilson/Preston)**

That Item 9.8 be brought forward for consideration at this juncture.

The resolution was carried unanimously.

9.8 Membership of Southern Tablelands Arts (STARTS)**MOVED (Preston/Willis)**

That Council approves QPRC membership of the Southern Tablelands Arts commencing 1 July 2022 until 30 December 2024.

012/22

RESOLVED (Preston/Willis)

That Council approves QPRC membership of the Southern Tablelands Arts commencing 1 July 2022 until 30 December 2024.

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

Against: Crs Biscotti, Burton, Grundy, Taskovski and Ternouth

The vote being five-all, the Mayor exercised his casting vote and declared the motion CARRIED.

9.7 Committee Framework, Delegates and Representatives

013/22

RESOLVED (Willis/Wilson)

That Council:

1. Endorse the changes in Committees including the dissolution of the Economic Advisory Panel, the Q Advisory Board, the Tourism Advisory Board and the Queanbeyan Trust Committee; and the combination of the Braidwood Heritage Advisory Committee with the QPRC Heritage Advisory Committee.
2. Nominate Councillor delegates for the remaining Organisational, Statutory, Advisory and Regional Committees.

The resolution was carried unanimously.

9.8 Membership of Southern Tablelands Arts (STARTS)

This item was dealt with in earlier business.

9.9 Library Collections Policy

014/22

RESOLVED (Ternouth/Wilson)

That Council:

1. Amend the Library Collections policy to add 'and recycling as a last resort' to the section on *Disposal of unwanted donation or withdrawn books*.
2. Endorse the removal of Library fines for overdue items based on modern practice and the evidence supplied by the Australia Public Library Alliance.
3. Place the Library Collections Policy on public exhibition for 28 days inviting submissions to be received.
4. Adopt the Library Collections Policy if there are no objections.

The resolution was carried unanimously.

9.10 Code of Conduct Review Panel

015/22

RESOLVED (Biscotti/Livermore)

That Council extends the term for the current Panel of Code of Conduct Reviewers by 12 months, in accordance with the provision in the Administrative Framework of Procedures for the Administration of the Code of Conduct.

The resolution was carried unanimously.

9.11 Adoption of 2022-2023 Revenue Policy

016/22

RESOLVED (Taskovski/Livermore)

That Council:

1. Following the consideration of submissions made on the draft Integrated Planning documents and in accordance with Section 405(5) of the *Local Government Act 1993*; adopt the Revenue Policy 2022-23 with no amendments.
2. Make the following rates and annual charges for the 2022-23 financial year and that such rates and annual charges be the amount specified hereunder for the Queanbeyan-Palerang Regional Council.

In accordance with section 533, 534, 535 and 566 of the *Local Government Act 1993* (the Act), Council makes the following Rates and Annual Charges for the period 1 July 2022 to 30 June 2023, being the financial year 2022/2023.

Annual Rates***Residential General***

An ordinary rate will be levied on all rateable land categorised as "**Residential**" under section 516 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council as indicated on Page 2 of the Draft Revenue Policy 2022/23, consisting of an ad-valorem rate of zero point one eight two one five cents in the dollar (0.18215) calculated on

the land value issued by the NSW Valuer-General's Office with base date 1 July 2019, and a base amount of three hundred and eighty seven dollars (\$387) which is equivalent to 33% of the total rates levied for this category in 2022/2023. In accordance with section 543(1) of the Act this rate be named "**Residential General**".

Residential Queanbeyan Urban

An ordinary rate will be levied on all rateable land sub-categorised as "**Residential Queanbeyan Urban**" under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 18 of the Draft Revenue Policy 2022/23, consisting of an ad-valorem rate of zero point three four five seven one cents in the dollar (0.345710) calculated on the land value issued by the NSW-Valuer General's Office with base date 1 July 2019, and a base amount of four hundred and twenty eight dollars (\$428) which is equivalent to 33% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named "**Residential Queanbeyan Urban**".

Residential Googong

An ordinary rate will be levied on all rateable land sub-categorised as "**Residential Googong**" under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 18 of the Draft Revenue Policy 2022/23, consisting of an ad-valorem rate of zero point three four five seven one cents in the dollar (0.345710) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2019, and a base amount of five hundred and two dollars (\$502) which is equivalent to 33% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named "**Residential Googong**".

Residential Bungendore

An ordinary rate will be levied on all rateable land sub-categorised as "**Residential Bungendore**" under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 19 of the Draft Revenue 2022/23, consisting of an ad-valorem rate of zero point two two two six eight cents in the dollar (0.222680) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2019, and a base amount of three hundred and eighty seven dollars (\$387) which is equivalent to 36% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named "**Residential Bungendore**".

Residential Braidwood

An ordinary rate will be levied on all rateable land sub-categorised as "**Residential Braidwood**" under section 516 and section 529(2) (b) of the Act which falls within the designated area indicated on Page 18 of the Draft Revenue Policy 2022-23, consisting of an ad-valorem rate of zero point two two two six eight cents in the dollar (0.222680) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2019, and a base amount of three hundred and eighty seven dollars (\$387) which is equivalent to 49% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named "**Residential Braidwood**".

Farmland Ordinary

An ordinary rate will be levied on all rateable land categorised as "**Farmland**" under section 515 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council, consisting of an ad-valorem rate of zero point one three four two six four one cents in the dollar (0.134264) calculated on the land value issued by the NSW Valuer-General's

Office with base date 1 July 2019, and a base amount of one thousand and one hundred and seventy one dollars (\$1171) which is equivalent to 44% of the total rates levied for this category in 2022/2023. In accordance with section 543(1) of the Act this rate be named “**Farmland Ordinary**”.

Business General

An ordinary rate will be levied on all rateable land categorised as “**Business**” under section 518 of the Act which falls within the designated area of Queanbeyan-Palerang Regional Council as indicated on Page 2 of the Draft Revenue Policy 2022/23 consisting of an ad-valorem rate of point one eight two one five cents in the dollar (0.182150) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2019, and a base amount of four hundred and twenty eight dollars (\$428) which is equivalent to 43% of the total rates levied for this category in 2022/2023. In accordance with section 543(1) of the Act this rate be named “**Business General**”.

Business Queanbeyan Urban

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Queanbeyan Urban**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 20 of the Draft Revenue Policy 2022/23, consisting of an ad-valorem rate of one point three three five seven five cents in the dollar (1.335750) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2019, and a base amount of four hundred and seventy dollars (\$470) which is equivalent to 5% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named “**Business Queanbeyan Urban**”

Business Poplars Business Park

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Poplars Business Park**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 23 of the Draft Revenue Policy 2022/23, consisting of an ad-valorem rate of one point eight five nine seven one cents in the dollar (1.859710) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2019, and a base amount of six hundred and ninety dollars (\$690) which is equivalent to 1% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named “**Business Poplars Business Park**”.

Business Googong

An ordinary rate will be levied on all rateable land sub-categorised as “**Business Googong**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 23 of the Draft Revenue Policy 2022/23, consisting of an ad-valorem rate of one point eight five nine seven one cents in the dollar (1.859710) calculated on the land value issued by the NSW Valuer-General’s Office with base date 1 July 2019, and a base amount of six hundred and ninety dollars (\$690) which is equivalent to 11% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named “**Business Googong**”.

Business CBD

An ordinary rate will be levied on all rateable land sub-categorised as “**Business CBD**” under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 22 of the Draft Revenue Policy 2022/23, consisting of an ad-valorem rate of one point eight five nine seven one cents in the dollar (1.859710) calculated on the land value issued by

the NSW Valuer-General's Office with base date 1 July 2019, and a base amount of six hundred and ninety dollars (\$690) which is equivalent to 6% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named "**Business CBD**".

Business Industrial

An ordinary rate will be levied on all rateable land sub-categorised as "**Business Industrial**" under section 518 and section 529(2) (d) of the Act which falls within the designated area indicated on Page 21 of the Draft Revenue Policy 2022/23, consisting of an ad-valorem rate of zero point eight two eight cents in the dollar (0.828) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2019, and a base amount of four hundred and seventy dollars (\$470) which is equivalent to 12% of the total rates levied for this sub-category in 2022/2023. In accordance with section 543(1) of the Act this rate be named "**Business Industrial**".

Mining

An ordinary rate will be levied on all rateable land categorised as "**Mining**" under section 517 of the Act, consisting of an ad-valorem rate of zero point five eight zero six cents in the dollar (0.580600) calculated on the land value issued by the NSW Valuer-General's Office with base date 1 July 2019, and a base amount of one thousand one hundred and fifty dollars (\$1,150) which is equivalent to 5% of the total rates levied for this category in 2022/2023. In accordance with section 543(1) of the Act this rate be named "**Mining**".

Annual Charges

Domestic Waste Management Annual Charges

A domestic waste management annual charge will be levied on each parcel of rateable land for which the service is available in accordance with section 496(1) and section 496(2) and a domestic waste management annual charge will be levied on land that is exempt from rating if the owner requests the service, as follows;

<i>Type</i>	<i>2022-23</i>
Domestic Garbage (140L Garb + Rec + Grn)	\$328
Domestic Waste 240L waste bin, 240L recycling and 240L green waste	\$433
Domestic Garbage (Additional 140L Garb)	\$154
Domestic Garbage (Additional 240L Garb)	\$183
Domestic Garbage (Additional GreenWaste)	\$82
Domestic Garbage (Additional Recycling)	\$82
MUD -Domestic Garbage-shared service & recycling	\$213
MUD - Domestic Garbage-Shared bin with Recycling & Green	\$328
Domestic Garbage (Shared Serv - Addit Green)	\$82
Domestic Garbage-Residential Vacant Land	\$29
Domestic Garbage (Shared Rec + Garb)	\$213
Units with individual 140L waste bin, recycling and greenwaste services and scheduled cleanup services	\$213
360L recycling bin upsize charge	\$52
Rural Waste Collection - fortnightly 240L waste bin and 240L recycling per annum	\$177
Domestic Garbage 2 Bins MUD(No Bulky)	\$166

Rural Waste Collection -fortnightly 240L recycling only per annum	\$85
MUD - unserviced mixed use residential	\$29
Rural waste Collection - Additional 240L waste bin collected fortnightly	\$83
Rural Waste Collection - Additional 240L recycling bin collected fortnightly	\$82
Domestic Waste Urban 360L waste bin collected weekly, 240L recycling and 240L Green Waste collected fortnightly (Current services only)	\$538
Compound Bins	\$166

Non-residential Waste Management Annual Charge

In accordance with the provisions of sections 501, 502 and 535 of the Act Council proposes to provide waste management services and levy a non-residential waste management annual charge on all rateable land categorised as business, as follows;

Type	Charge 2022-2023
BW1 waste availability charge	\$142
BW2 for each 240L Waste bin	\$138
BW4 for each 240L Recycling bin	\$98
BW5 for each Rural Waste 240L (Fortnightly)	\$98
BW8 for each 240L Greenwaste bin	\$94

General Waste Charge

In accordance with the provisions of sections 501 and 535 of the Act Council proposes to provide general waste services and levy a general waste charge on all rateable land and those properties which are exempt from rates under section 555 and 556, and excluding land categorised as business, as follows;

Property Service Locality	Qualifier	Charge
All areas of the former Palerang Council LGA excluding areas west of Queanbeyan River	Annual charge per assessment	\$307
All areas of the former Palerang Council LGA west of Queanbeyan River	Annual charge per assessment	\$166
All areas of the former Queanbeyan City Council LGA	Annual charge per assessment	\$166

Water Annual Access Charges

Queanbeyan Water Services

In accordance with the provisions of section 501 and 535 of the Act a water access charge of \$290 will be levied on all rateable land categorised as residential within the defined area of the former Queanbeyan City Council.

All strata and non-strata units or dual occupancy properties will be charged an annual water access charge equivalent to a 20mm water access charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates an annual Water Access Charge will be applied for each connection according to the size of the water meter service connection/connections to the property as per the following table.

An annual water access charge equivalent to a 20mm water access charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1)(b) of the Act.

Meter Size	Annual Charge
20 mm	\$290
25 mm	\$453
32 mm	\$741
40 mm	\$1,158
50 mm	\$1,810
65 mm	\$3,058
80mm	\$4,634
100 mm	\$7,240
150mm	\$16,290

Palerang Communities Water Services

In accordance with the provisions of section 501 and 535 of the Act a water access charge will be levied on all rateable land, including strata units, and those properties which are exempt from rates under section 555 and 556 within the benefit areas of the Bungendore, Braidwood and Captains Flat water supply schemes to which the water supply is available and connected, in accordance with the number and size of water service meters connected to the land, as per the following table.

An annual water access charge equivalent to a 20mm water access charge will be levied on all rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1)(b) of the Act.

Meter Size	Annual Charge
20 mm	\$570
25 mm	\$890
32 mm	\$1,459
40 mm	\$2,280
50 mm	\$3,562
65 mm	\$6,020
80mm	\$9,118
100 mm	\$14,248
150mm	\$32,057

Water Usage Charges

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the defined area of the former Queanbeyan City Council. Water usage will be charged at a single variable rate of **\$4.28** per kl on all usage recorded through the water meter or meters connected to the property.

A charge will be raised in accordance with Section 502 of the Act for the use of Water Supply Services on a quarterly basis on properties within the benefit areas of the Braidwood, Bungendore and Captains Flat Water Supply Schemes. Water usage will be charged at a single variable rate of **\$3.81** per kl on all usage recorded through the water meter or meters connected to the property.

Recycled Water Annual Access Charge

All rateable land within the defined area of Googong Township will be charged an Annual Recycled Water Access Charge equivalent to a 20mm Water Access Charge in accordance with section 501 of the Act.

All strata and non-strata units or dual occupancy properties will be charged an Annual Recycled Water Access Charge equivalent to a 20mm Recycled Water Access Charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates an annual Recycled Water Access Charge will be applied for each connection according to the size of the water meter service connection/connections to the property as per the following table.

An Annual Water Access Charge equivalent to a 20mm Recycled Water Access Charge will apply to each parcel of rateable land which does not have a water service connected but to which a water service is available in accordance with the provision of section 552(1) (b) of the Act.

Meter Size	Annual Charge
20 mm	\$290
25 mm	\$453
32 mm	\$741
40 mm	\$1,158
50 mm	\$1,810
65 mm	\$3,058
80mm	\$4,634
100 mm	\$7,240
150mm	\$16,290

Recycled Water Usage Charge

To promote water conservation, the pricing of recycled water has been calculated at the rate of 5% below the potable water prices.

A charge will be raised in accordance with Section 502 of the Act for the use of Recycled Water Supply Services on a quarterly basis on the usage recorded through the water meter or meters connected to the property. Water usage will be charge at a single variable rate of **\$4.07** per kl.

Queanbeyan Sewerage Access Charges

In accordance with the provisions of section 501 a sewerage access charge of \$769.00 will be levied on all residential properties within the defined area of the former Queanbeyan City Council.

All strata and non-strata units or dual occupancy properties within the defined area of the former Queanbeyan City Council will be charged an annual sewerage service charge for each single occupancy (e.g. unit, flat or granny flat).

In the case of non-residential properties and properties exempt from rates within the defined area of the former Queanbeyan City Council Annual Sewerage Service Charge will be applied according to the size of the water meter service connection/connections to the property as per the following table.

An Annual Sewerage Service Charge – Vacant Land will apply to each parcel of rateable land within the defined area of the former Queanbeyan City Council which does not have a sewerage service connected but to which a sewerage service is available in accordance with the provision of section 552(3) (a) of the Act.

Meter Size	Annual Charge
20 mm	\$769
Vacant Land	\$501
25 mm	\$1,202
32 mm	\$1,970
40 mm	\$3,078
50 mm	\$4,809
65 mm	\$8,127
80 mm	\$12,311
100 mm	\$19,236
150 mm	\$43,282

Palerang Communities Sewerage Access Charge

In accordance with the provisions of section 501 and 552(3)(a) a sewerage access charge of \$1,161.00 will be levied on all residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes.

In accordance with the provisions of section 501 and 552(3)(a) a sewerage access charge will be levied on all non-residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Schemes as per the following table.

Meter Size	Annual Charge
20 mm	\$1,337
Not connected	\$1,337
25 mm	\$2,088
32 mm	\$3,422
40 mm	\$5,346
50 mm	\$8,354

Meter Size	Annual Charge
65 mm	\$14,118
80 mm	\$21,386
100 mm	\$33,415
150mm	\$75,184

Sewerage Usage Charges

In accordance with the provisions of section 502 the following sewer usage charges will be levied.

Sewerage usage charge on all non-residential properties within the defined area of the former Queanbeyan City Council are calculated by applying business category SDF as defined in the NSW Office of Water, Liquid Trade Waste Regulations Guidelines April 2009 to the Sewerage Usage Charge of **\$1.33** per kl.

Sewerage usage charges for non-residential properties within the benefit areas of the Bungendore, Braidwood and Captains Flat Sewerage Scheme are calculated by applying the following business category SDF to the Sewerage Usage Charge of **\$3.22** per kl.

Land Use Description	SDF
General Main Street Businesses Shop Newsagency Cafes & Restaurants Motels Council Offices Laundromat	95%
Schools	90%
Factories Hospitals Service Clubs Hotels	85%
Churches	70%
Concrete Works	5%

Liquid Trade Waste Annual Charges

In accordance with the provisions of section 502 of the Act Council resolves to make the following liquid trade waste annual charges for all rateable land not categorised as non-residential within the benefit areas of the Queanbeyan sewerage scheme:

Discharge category	Compliance	Annual Charge	Usage per kl
One	Complying	\$120.00	\$0.00
One	Non Complying	\$120.00	\$2.69
Two	Complying	\$120.00	\$2.697

Discharge category	Compliance	Annual Charge	Usage per kl
Two	Non Complying	\$120.00	\$19.71
Three		\$780.00	As stated in liquid trade waste excess mass charges in the schedule of fees and charges

In accordance with the provisions of section 502 of the Act Council resolves to make the following liquid trade waste annual charges for all rateable land not categorised as non-residential within the benefit areas of the Bungendore, Braidwood and Captains Flat sewerage schemes:

Discharge category	Compliance	Annual Charge	Usage per kl
One	Complying	\$98.00	\$0.00
One	Non Complying	\$98.00	\$3.29
Two	Complying	\$196.00	\$3.29
Two	Non Complying	\$196.00	\$19.00
Three		\$655.00	As stated in liquid trade waste excess mass charges in the schedule of fees and charges

Stormwater Management Charge

In accordance with section 496A of the Act, Council will levy the following stormwater management charges on all rateable properties for which the service is available that are within Council's urban stormwater catchment areas:

Properties categorised as Residential (not being strata titled)

A flat charge of \$25.00 for a stormwater management service charge is to be charged against each eligible assessment categorised as residential within the urban stormwater catchment.

Properties categorised as residential (strata units)

A flat charge of \$12.50 for a stormwater management service charge is to be levied against each eligible residential strata unit within the urban stormwater catchment.

Properties categorised as business (not being strata titled)

Queanbeyan Area - A stormwater management service charge is to be charged against each eligible assessment (not being strata titled) categorised as business within the urban stormwater catchment area based on the total area of the assessment. A charge of \$25.00 for every 350 square metres or part of 350 square metres will apply, with a minimum charge of \$25.00 to apply for those properties with an area of less than 350 square metres.

Braidwood and Bungendore - A stormwater management service charge is to be charged against each eligible assessment (not being strata titled) categorised as business within the

urban stormwater catchment area based on the total area of the assessment. A charge of \$25.00 for every 1,200 square metres or part of 1,200 square metres will apply, with a minimum charge of \$25.00 to apply for those properties with an area of less than 1,200 square metres.

Properties categorised as business (strata units)

A stormwater management service charge against each eligible business strata unit within the urban stormwater catchment area based on one of the following two scenarios:

1. Business strata units only

Where a strata complex contains only business properties and is not mixed development the charge per strata unit will be calculated by using a charge of \$25.00 per 350m² of the land area occupied by the strata scheme (or part thereof), proportioned by the unit entitlement of each lot in the strata scheme with a minimum charge of \$12.50 levied on each strata unit.

2. Business & residential strata units (mixed development)

If the strata complex includes properties rated as both business and residential the dominant category of the strata scheme must be determined and charges will apply for business strata units or residential strata units as previously adopted. In the event that a mixed development is 50% residential and 50% business, council has the discretion to determine whether to charge the property as a residential or business property.

Urban Land Exempt from the Stormwater Management Service Charge

The same exemptions that apply to non-rateable properties for other rates and charges also apply in respect of the stormwater management service charge pursuant to the Local Government Act. In addition, the following properties are also exempted from this charge under the provisions:

- Rateable land owned by the Crown
- Rateable land under a lease for private purposes granted under the *Housing Act 2001* or the *Aboriginal Housing Act 1998*

Interest on Overdue Rates & Charges

In accordance with Section 566 of the Act, interest will accrue on outstanding rates and charges at the rate of six per cent (6%) per annum simple interest calculated daily from 1 July 2021.

For: Crs Biscotti, Burton, Livermore, Preston, Taskovski,
Ternouth, Willis, Wilson and Winchester
Against: Cr Grundy

9.12 Investment Report - May 2022

017/22

RESOLVED (Willis/Livermore)

That Council:

1. Note the investment return for May 2022 was -\$51,928.
2. Note the investment portfolio has been made in accordance with the *Local Government Act 1993*, the Local Government (General) Regulation 2005 and Queanbeyan-Palerang Regional Council's Investment Policy.
3. Receive the Investment Report for the month of May 2022.

The resolution was carried unanimously.

9.13 Adoption of Integrated Plans

018/22

RESOLVED (Wilson/Willis)

That:

1. Following the consideration of submissions made on the draft Integrated Planning documents and in accordance with Section 405(5) of the *Local Government Act 1993*; Council adopt the Operational Plan 2022-23 and Delivery Program 2022-26 with the amendments shown in table 1 in the report and the minor changes proposed in submissions 13, 17, 20 and 30.
2. In accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council approve expenditure in the adopted Operational Plan 2022-23.
3. In accordance with Clause 211(2) of the Local Government (General) Regulation 2005, Council vote funds to meet the expenditure in the adopted Operational Plan 2022-23
4. Council adopt the Fees and Charges 2022-23 in accordance with Section 608 of the *Local Government Act 1993* and adjustments as shown in submissions FC1, FC2 and FC4 and endorse the public exhibition of the proposed fee shown in FC3.
5. Where fees and charges are set by the NSW Government, that Council adopt the maximum fee for inclusion in the Fees and Charges.

The resolution was carried unanimously.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**10.1 Grants Associated with Improvement to Development Assessment Processes**

019/22

RESOLVED (Wilson/Willis)

That the report be received for information.

The resolution was carried unanimously.

10.2 Councillor Workshops

020/22

RESOLVED (Winchester/Preston)

That the report be received for information.

The resolution was carried unanimously.

SUPPLEMENTARY REPORT**10.3 Site Inspection - Development Application DA.2021.1259 - Four Torrens Title Lots, Construction of Three Two Storey Dwelling Houses - 2G Phillip Avenue, Queanbeyan East**

021/22

RESOLVED (Winchester/Biscotti)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES**11.1 Local Traffic Committee Meeting - 7 June 2022**

022/22

RESOLVED (Grundy/Biscotti)

That Council:

1. Note the minutes of Local Traffic Committee held on 7 June 2022.
2. Adopt recommendations LTC 19/2022 to LTC 28/2022 from the meeting held on 7 June 2022.

LTC 19/2022: Under *The Roads Act 1993*, approve the TCP/TMP for the Capital to Coast Event.

LTC 20/2022: Under *The Roads Act 1993*, approve the TCP/TMP for the Husky Ultra Festival.

LTC 21/2022: Under *The Roads Act 1993*, this event is not supported by Local Traffic Committee in its current form.

LTC 22/2022: Under *The Road Transport Act 2013*, approve proposed line marking and signage changes to Jerrabomberra Parkway Wombat Crossing as per design.

LTC 23/2022: Under *The Road Transport Act 2013*, approve proposed line marking and signage changes to Queanbeyan West School as per design.

LTC 24/2022: Under *The Road Transport Act 2013*, approve proposed line marking and signage changes to MacQuoid Street as per design.

LTC 25/2022: Under *The Road Transport Act 2013*, approve proposed bus zone signage changes to Ellendon Street as per design.

- LTC 26/2022: Under *The Road Transport Act 2013*, proposed bus zone signage changes to Mowatt Street as per design.
- LTC 27/2022: Under *The Road Transport Act 2013* approve proposed removal of no stopping signs in the Lowe Street Car Park as per design.
- LTC 28/2022: Under *The Road Transport Act 2013* approve proposed bus zone signage changes to Crawford Street as per design.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

There were no Notices of Motions.

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegates Reports.

14. QUESTIONS WITH NOTICE

There were no Questions with Notice.

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

There were no matters for Closed Session.

16. CONCLUSION OF THE MEETING

The time being 7.23pm, 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.

7.1 Public Service Medal Honours List 2022 (Ref: ; Author: Ryan/Abbott)

File Reference: 41.1

Recommendation

That Council congratulate Mr Michael Thompson for being awarded the Public Service Medal announced in the Queen's Birthday Honours List June 2022.

Report

Portfolio General Manager Michael Thompson has been honoured in the Queen's Birthday Honours List with the award of the Public Service Medal. The Public Service Medal acknowledges outstanding service by federal, state, territory and local government employees. This well-deserved recognition is partly due to his 40 years of dedicated and outstanding public service to Queanbeyan and the region. It also recognises his achievements and contribution to the local community during those 40 years.

Mike has played a major part in guiding the transformation of Queanbeyan into the significant regional city it is today. His passion for community and engagement has helped drive this transformation in a way that is truly aligned with the community's values. Key to the work is his passion for the protection and preservation of the environment in particular the Queanbeyan River Corridor, Mt Jerrabomberra and surrounding eastern escarpment. This has also extended to the introduction of several innovative waste and recycling programs in the late 1990's including the transition from the old 55 litre rubbish bins to the modern 3 bin kerbside pickup we use today.

One of his major achievements has been the initiation and ongoing delivery of the Jerrabomberra and Googong residential developments over the past 30 years. This work has taken considerable resources and time and Mike has been instrumental in delivering this project with his team.

He is particularly honoured to have carefully guided councillors and property owners through the controversial maze of the 'Mr Fluffy' loose fill asbestos insulation issue, working through the public health, legislative and hearing processes with Government for over 25 years to secure relief for affected householders.

His contributions have always been valuable. He motivates his staff to deliver efficiently and effectively and has demonstrated this on many occasions, with benefit and opportunities for the community always at the forefront of his approach to new projects. He is highly respected by his peers and those he has worked with over many years.

This well-deserved award is to be presented by the NSW Governor in a formal investiture later this year.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 Development Application DA.2021.1157 - Construction of a Child Care Facility, Recreation Facility (indoor) Gymnasium and Two Shops/Food and Drink Premises - 14 Ferdinand Lane, Jerrabomberra (Ref: ; Author: Thompson/Tonner)

File Reference: DA.2021.1157

Recommendation

That Council grant conditional approval for development application DA.2021.1157 for construction of a centre-based child care facility, recreation facility (indoor) gymnasium, two shops/food and drink premises and basement carparking on Lot 4 DP 1246134, No.14 Ferdinand Lane, Jerrabomberra.

Summary

Reason for Referral to Council

This application was initially referred to Council because it involved a variation to the car parking requirements in a development control plan and that variation would have had a significant environmental impact.

Council previously considered this application at its meeting of 25 May 2022 and resolved to defer the matter until staff could work with the proponent to resolve the deficiency in on-site parking numbers. The applicant provided amended plans on 16 June 2022 in an attempt to comply with the car parking requirements. Staff are now satisfied that the development is able to comply with the carparking requirements and as such the application is now re referred back to Council for determination.

Proposal:	Construction of a mixed use development comprising a centre-based child care facility, recreation facility (indoor) gymnasium, two shops/food and drink premises and basement carparking.
Applicant/Owner:	Turco and Associates/Caerus Property Pty Limited
Subject Property:	Lot 4 DP1246134, No.14 Ferdinand Lane Jerrabomberra
Zoning and Permissibility:	B1 Neighbourhood Centre under Queanbeyan Local Environmental Plan (<i>West Jerrabomberra</i>) 2013 A centre-based child care facility, recreation facility (indoor) (gymnasium), shops/takeaway food and drink premises are permitted uses within the B1 Neighbourhood Centre Zone.
Public Submissions:	One (1)
Issues Discussed:	Planning Requirements Previous non compliance with car parking requirements under the QDCP 2012.
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made.

9.1 Development Application DA.2021.1157 - Construction of a Child Care Facility, Recreation Facility (indoor) Gymnasium and Two Shops/Food and Drink Premises - 14 Ferdinand Lane, Jerrabomberra (Ref: ; Author: Thompson/Tonner) (Continued)

Background

Council considered this application at its meeting of 25 May 2022 and resolved to defer the matter until staff could work with the proponent to resolve the deficiency in on-site parking numbers.

The applicant provided amended plans on 16 June 2022 to comply with the car parking requirements and as such the application is now referred back to Council for a decision.

The amendments include:

- Level 1 gym area reduced by 39m². Total gym area now 688m². Reducing the floor area reduces the parking numbers required for this part of the development.
- Basement carpark extended to provide 5 tandem carparks for child care staff only.
- Aisle width adjoining the tandem parking extended to 6600mm.
- Entry ramp adjusted to facilitate ramp entry.
- Disabled car space and shared zone relocated to ground floor.
- Maintain capacity for 108 children.

Please note that this report does not reproduce the previous report to Council on 25 May 2022. This report deals specifically with the outstanding issue of a deficiency in carparking. However, for the information of Councillors the previous report is provide in Attachment 5.

Council should also be aware that to preserve the “deemed refusal” timeframe, the applicant has lodged a Class 1 appeal with the NSW Land and Environment Court since Council’s deferral of the application. Nothing in the action of commencing an appeal prevents Council from determining the application however, the outcome of Council’s decision may impact on whether the applicant determines to proceed with the appeal.

Proposed Development

The application seeks Council approval for the construction of:

- Centre-based child care facility to accommodate 108 children (788m²),
- Recreational facility (indoor) gymnasium (688m²),
- Two shops/food and drink premises,
- Associated parking including basement car parking for 57 vehicles and on-grade parking for 6 vehicles (total of 63 spaces), and
- Associated landscaping.

Subject Property

Lot 4 DP 1246134, No. 14 Ferdinand Lane, Jerrabomberra

Planning Requirements

Assessment of the application has previously 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 updated *Assessment Report - Matters for Consideration*.

The outstanding issue related to deficient carparking is outlined below.

9.1 Development Application DA.2021.1157 - Construction of a Child Care Facility, Recreation Facility (indoor) Gymnasium and Two Shops/Food and Drink Premises - 14 Ferdinand Lane, Jerrabomberra (Ref: ; Author: Thompson/Tonner) (Continued)

Queanbeyan Development Control Plan 2012 (DCP)

The development generally satisfies the requirements and achieves the objectives of these planning instruments. The issue of carparking has now been resolved.

(a) Compliance with QDCP

The following carparking rates for the mixed use development in accordance with Clause 2.2.6 of the Queanbeyan Development Control Plan 2012 apply:

Use	Queanbeyan DCP 2012	Minimum Spaces Required	Total Number Provided
Child Care	1 space / 4 children	108 / 4 = 27	63 (including 5 tandem spaces)
Indoor Gymnasium	1 space / 22.22m ²	688 / 22.22 = 31	
Retail	1 space / 60m ²	167 / 60 = 3	
TOTAL		61	

The total number of carparking spaces provided (63) meets the required (61) spaces as set out in QDCP 2012 and is therefore considered satisfactory.

(b) Development Engineer's Comments

- i. On 16 June 2022, the applicant submitted revised plans for the basement car park layout to ensure an aisle width of 6.6m incorporating the inclusion of five (5) tandem car parking spaces, supported by demonstrated swept paths for B85 and B99 vehicles. The car parking and manoeuvring areas at grade have also been amended and supported by demonstrated swept paths for a Medium Rigid Vehicle (MRV). The swept paths plans are included in the revised Assessment Report attached.

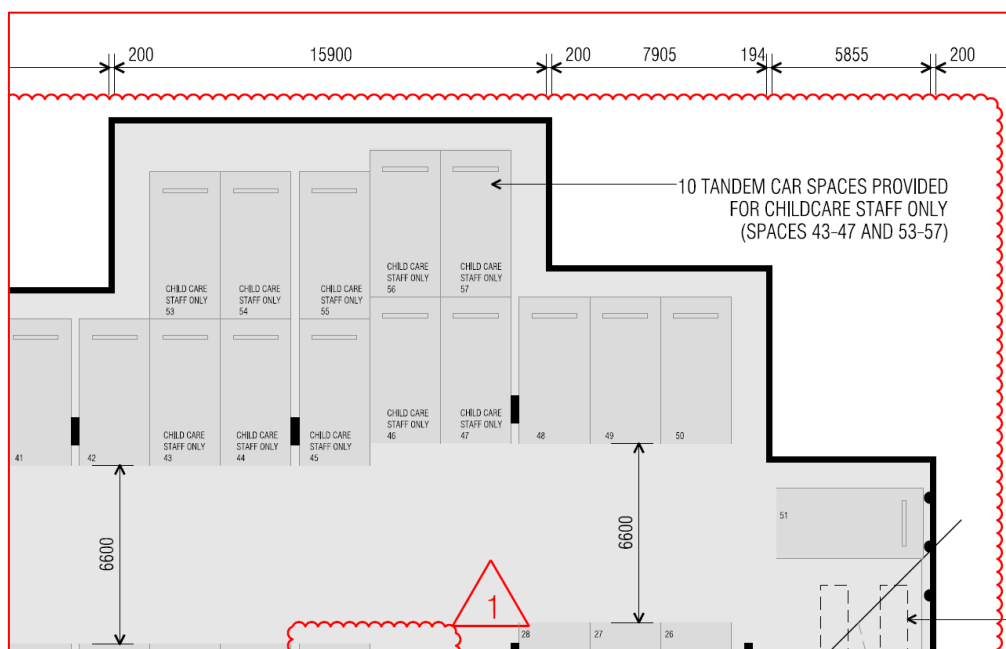


Figure 3 - Proposed Tandem Car Parking Spaces – 14 Ferdinand Place, Jerrabomberra

9.1 Development Application DA.2021.1157 - Construction of a Child Care Facility, Recreation Facility (indoor) Gymnasium and Two Shops/Food and Drink Premises - 14 Ferdinand Lane, Jerrabomberra (Ref: ; Author: Thompson/Tonner) (Continued)

Tandem carparking spaces, where one car parking space is provided behind another, are not generally supported for commercial development because it is impractical for members of the public to utilise such spaces in any co-ordinated way. However, in this case the applicant has proposed that the tandem spaces be reserved exclusively for the use of staff from the child care centre. While requiring some organisation to work effectively, constraining these parking spaces to staff who will likely be at the centre all day and will therefore have little need to move vehicles is considered a compromise solution to providing additional carparking spaces. To ensure that only staff of the child care centre use the spaces a condition of consent will be included requiring the spaces to be clearly marked.

- ii. Developer Contributions - The revised plans required a revision of the S64 contributions. Subsequently, the contributions were calculated by the creation of the childcare centre with 108 children, gym with four showers and four toilets, and two retail outlets with reference to the NSW Water Directorate Section 64 Determinations of ETs Guidelines - April 2017.

The water and sewer headworks contributions are calculated as follows.

Use	Water ET		Sewer ET	
	Child Care	0.06 / person	108 x 0.06 = 6.48	0.10 / person
Gym	0.4 / amenity	8 x 0.4 = 3.20	0.63 / amenity	8 x 0.63 = 5.04
Retail	0.01 / m ²	167 x 0.01 = 1.67	0.01 / m ²	167 x 0.01 = 1.67
Totals	11.35 ET		17.51 ET	

The required contributions will be included as a condition of consent.

Conclusion






The submitted proposal for the construction of centre-based child care facility, recreation facility (indoor) gymnasium, two shops/ food and drink premises and basement carparking on Lot 4 DP1246134, No 14 Ferdinand Lane Jerrabomberra is Integrated Development and is supported by a Statement of Environmental Effects. The proposal was notified to adjoining owner/occupiers and one (1) submission was received. This submission was addressed and reported to Council in the original report on 25 May 2022.

The proposal has been assessed under Section 4.15 of *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan Local Environmental Plan (West Jerrabomberra) 2013* and *Queanbeyan Development Control Plan 2012*.

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

9.1 Development Application DA.2021.1157 - Construction of a Child Care Facility, Recreation Facility (indoor) Gymnasium and Two Shops/Food and Drink Premises - 14 Ferdinand Lane, Jerrabomberra (Ref: ; Author: Thompson/Tonner) (Continued)

Attachments

- Attachment 1  DA.2021.1157 - Sec 4.15 Matters for Consideration (Amended) - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (*Under Separate Cover*)
- Attachment 2  DA.2021.1157 - Amended Carparking Plans - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (*Under Separate Cover*)
- Attachment 3  DA.2021.1157 - Redacted Submission - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (*Under Separate Cover*)
- Attachment 4  DA.2021.1157 - Draft Conditions of Consent - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (*Under Separate Cover*)
- Attachment 5  DA.2021.1157 - Previous Report to Council 25 May 2022 - Mixed Use Development - 14 Ferdinand Lane, Jerrabomberra (*Under Separate Cover*)

9.2 South Jerrabomberra Planning Proposal PP-2022-2258 - Rezoning of Rural Land to Residential Land (Ref: ; Author: Thompson/Lodder)

File Reference: PJT00061

Recommendation

That Council:

1. Agree that Planning Proposal PP-2022-2258 can now be progressed to allow further consideration of the proposed rezoning.
2. Submit the Planning Proposal to the Department of Planning and Environment seeking a Gateway determination.

Summary

The purpose of this report is to advise Council that a Planning Proposal has been lodged on the NSW Planning Portal. The Planning Proposal seeks to rezone a small parcel of rural land in South Jerrabomberra for residential development.

Background

A Planning Proposal has been lodged with Council seeking to rezone a small area of land at South Tralee. The Planning Proposal has been prepared by the developers of the land, the Village Building Co (VBC).

The Planning Proposal seeks to rezone a small parcel of land (approximately 3,000m²) from 1(a) Rural zone under the *Queanbeyan Local Environmental Plan 1998* to R2 Low Density Residential under the *Queanbeyan Local Environmental Plan (South Jerrabomberra) 2012*. This will allow the land to be developed for residential purposes. The Planning Proposal is shown at Attachment 1.

The subject land is located on the eastern edge of the South Tralee residential subdivision (adjoining the land known as 'Environa') and is shown in Figure 1 below.

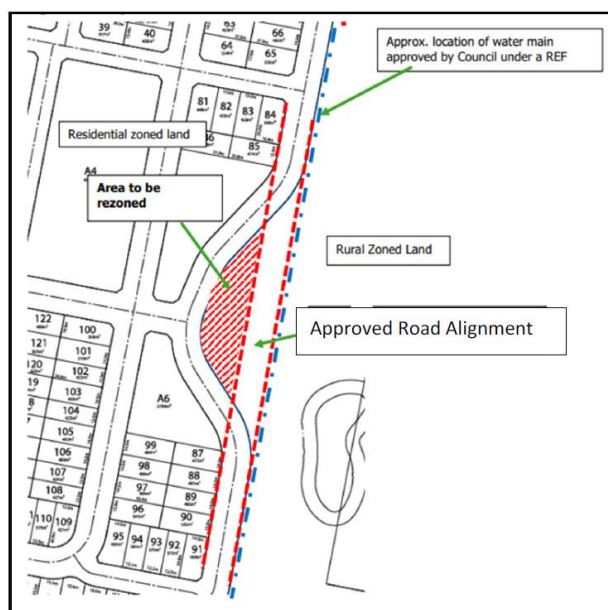


Figure 1: Planning Proposal Land

9.2 South Jerrabomberra Planning Proposal PP-2022-2258 - Rezoning of Rural Land to Residential Land (Ref: ; Author: Thompson/Lodder) (Continued)

At its previous meeting of 13 April 2022 (Item No. 9.3), Council agreed to progress an initial Scoping Proposal for the same matter. The Scoping Proposal was then submitted to several NSW Government agencies for review and comment. Two responses were subsequently received, one from the Biodiversity and Conservation Division of the Department of Planning and Environment (Attachment 2) and another from the NSW Rural Fire Service (Attachment 3). No submissions have been received indicating the Planning Proposal should not proceed or that any further studies are required by the proponents at this time.

Following these comments and a review of the Scoping Proposal by Council staff and the proponent, a formal Planning Proposal was subsequently prepared by the proponents and has now been submitted for Council's review and endorsement.

It should be noted that Council resolving to receive and progress a Planning Proposal is only the first legislative step in progressing a formal rezoning of land. Subject to Council agreeing to progress the Planning Proposal, it would then be sent to the Department of Planning & Environment (DPE) requesting a Gateway determination. That Gateway determination will:

- confirm if it is appropriate for Council to proceed with the proposal,
- set out those government agencies who should be consulted,
- set out the timeframe for consultation with the community, and
- confirm if the proposal should proceed under the delegation of Council or be overseen by DPE.

Implications***Legal***

This Planning Proposal is a Basic category proposal. It is required to be progressed consistent with the requirements of the NSW *Environmental Planning & Assessment Act, 1979* and the recent Guidelines issued by the NSW Government in December 2021.

The land is currently zoned rural under the *Queanbeyan Local Environmental Plan 1998*. This LEP may be repealed in the future as the *Queanbeyan-Palerang Local Environmental Plan 2022* is currently being finalised by the NSW Government. However, it will continue to be zoned Rural under the new LEP until this Planning Proposal is completed.

Policy

This Planning Proposal is consistent with the *South Jerrabomberra Structure Plan 2013* and Council's long-term vision for South Jerrabomberra.

This is a minor rezoning of land that is predominantly intended to facilitate a more appropriate urban design and road configuration.

The rezoning will allow for the land to be developed for residential purposes.

Environmental

The documents submitted by the proponent support the view that the proposed change in land use is not likely to significantly affect the risks to the region's ecology or biodiversity. This has been confirmed by the response of the Biodiversity and Conservation Division of the Department of Planning and Environment (Attachment 2).

Sustainability

The Planning Proposal provides additional land for housing adjacent to existing residential land. This location can be serviced by existing infrastructure to provide energy, water and other urban services (including collection of waste).

9.2 South Jerrabomberra Planning Proposal PP-2022-2258 - Rezoning of Rural Land to Residential Land (Ref: ; Author: Thompson/Lodder) (Continued)

Strategic

This Planning Proposal is consistent with two of the Planning Priorities within the QPRC Local Strategic Planning Statement 2020 as detailed below:

- *Planning Priority 3* – We will continue the ongoing revitalisation of the Queanbeyan CBD, suburban centres and rural villages. This is relevant to desired outcomes of using any opportunity to increase density and utilise the infill of existing areas.
- *Planning Priority 8* – We ensure the future planning for the region is well coordinated and provides for its sustainable management. This is relevant to desired outcome of an appropriate supply of well-located housing stock to meet the needs of the population and providing diversity of housing for the region.

NSW State Policies

State Environmental Planning Policy (Housing) 2021 - It is considered that this Planning Proposal is consistent with the *Housing SEPP*. The advice from VBC is that the land “will become part of the urban land that it adjoins and will then be subject to a further subdivision to create house blocks similar to the development that has been approved in the location.”

NSW Ministerial Directions - The following three directions are relevant to this proposal:

1. Residential Zones Direction 6.1 - The objectives are to encourage housing for existing and future needs; using existing infrastructure efficiently; and minimising the impact of housing on the environment and resource lands. This Planning Proposal is consistent with this direction.
2. Rural Zones Direction 9.1 - The objective is to protect the agricultural production value of the land. This Planning Proposal is inconsistent with this direction. However, the Direction does provide allowance for proposals that are of minor significance. The area of the subject land is approximately 3,000m² and has very limited agricultural production value.
3. Rural Lands Direction 9.2 - This direction has six objectives including two objectives relevant to this matter:
 - to protect the agricultural production value of the land
 - to minimise the potential for land fragmentation and land use conflict in rural areas, particularly between residential and other rural land uses.

This Planning Proposal is inconsistent with the first objective; however, the subject land is approximately 3,000m² and as such has very limited agricultural production value. The proposal is consistent with the second objective.

Engagement

This Planning Proposal will require consultation with the community and relevant government agencies and council staff.

A formal public exhibition period will be stipulated in the Gateway determination and if the planning proposal is confirmed to be a Basic Planning Proposal, then a 10-working day (maximum) will be required.

Financial

If approved by Council, VBC have agreed to the cost of a planning proposal in accordance with Council’s current fees. This is \$6,312 plus \$158 per hour after 40 hours.

9.2 South Jerrabomberra Planning Proposal PP-2022-2258 - Rezoning of Rural Land to Residential Land (Ref: ; Author: Thompson/Lodder) (Continued)

Resources (including staff)

If approved, this Planning Proposal would require the services of two town planners on a part time basis from Land-Use Planning.




Conclusion

Council staff have assessed the Planning Proposal prepared by VBC and consider that it has sufficient planning merit to proceed. Having regard to the submissions received on the initial Scoping Proposal, Council staff are of the view no further consultation is required with NSW Rural Fire Service or the Department of Planning & Environment (Biodiversity and Conservation). However, staff are recommending consultation be undertaken with the authorities set out below as part of the formal Planning Proposal:

- Canberra Airport,
- NSW Heritage Office (Archaeology), and
- ACT Environment, Planning and Sustainable Development Directorate.

Council staff are now recommending that Council endorses these conclusions, accepts the Planning Proposal and agrees to progress this Planning Proposal by the submission of the Planning Proposal to the Department of Planning and Environment seeking a Gateway determination.

Attachments

- | | |
|--|---|
| Attachment 1 | Planning Proposal (<i>Under Separate Cover</i>) |
|  Attachment 2 | RFS Determination (<i>Under Separate Cover</i>) |
|  Attachment 3 | BCD Determination (<i>Under Separate Cover</i>) |
|  Attachment 4 | Minutes of Pre-lodgement Meeting held 9 June 2022 (<i>Under Separate Cover</i>) |

9.3 De-listing of Heritage Item - Googong Shearing Shed (Ref: ; Author: Thompson/Jansen)

File Reference: PJT0061-14-02 & ECM 26.5.1-06

Recommendation

That Council:

1. Agree to the revised design for the relocation and redevelopment of the Googong Shearing Shed.
 2. Agree to the delisting of the Shearing Shed Complex as a local heritage item under Council's applicable local environmental plan.
-

Summary

The purpose of this report is to advise Council of a proposal to relocate and redevelop the Googong shearing shed, and, to agree to delisting the Shearing Shed Complex as a heritage item under Council's respective planning controls.

Background

The Shearing Shed Complex at Googong was originally listed as a local heritage item when *Queanbeyan Local Environmental Plan 2012* (QLEP2012) was notified (gazetted) and was informed by a Heritage Study previously undertaken in 2003. At that time, the shearing shed and a number of other related structures on the site were largely intact and collectively identified as the 'Shearing Shed Complex'. These included the shearing shed, a shearers quarters, kitchen/cottage, meat safe, sheep shelter and shed. The approximate location of the shearing shed, and the existing heritage overlay applying to the broader Shearing Shed Complex, are shown below in Figure 1 and Figure 2 respectively.



Figure 1 – Location of Googong Shearing Shed

9.3 De-listing of Heritage Item - Googong Shearing Shed (Ref: ; Author: Thompson/Jansen) (Continued)



Figure 2 - Heritage Overlay Shearing Shed Complex QLEP2012

In September 2007, the shearer's quarters and kitchen/cottage were destroyed by fire. In late 2015, the sheep shelter and shed were then demolished as part of an approved development on the land at that time. As a consequence of these changes, much of the integrity of the item has been diminished or lost. The shearing shed is now the key remaining structure and remains in functional use at this time. The current shed replaced an earlier structure which burnt down sometime in 1950/51.

Given the shearing shed is located within the proposed future development area of Googong, Council staff and the developers of the land (PEET) have been considering what potential options exist to relocate the woolshed to an agreed area nearby and how it might be reconfigured to a use potentially suitable for general community access and activities. As part of these considerations, Council's Heritage Advisor previously provided advice in May 2021 supporting the de-listing of the Shearing Shed Complex. This advice acknowledged that whilst the item has some heritage values, these values fall below the threshold for what would normally be required for a site to be nominated as a local heritage item under QLEP2012. That advice was conditional upon elements of the shed being retained, with some of those elements being relocated to a nearby sports field as a viewing/recreational shelter (similar to Kambah Woolshed), and, an interpretive feature being constructed adjacent to the existing site reusing some of the existing remnant materials around the woolshed. The Heritage Advisor's advice at that time is shown at Attachment 1.

The Heritage Advisor's recommendation was supported by the QPRC Heritage Advisory Committee (HAC) at its meeting on 15 July 2021. Prior to this the site was inspected by members of the HAC, staff, the Heritage Advisor and a representative of the developers and discussions held on options. The minutes of the HAC were subsequently endorsed by the previous Council at its meeting on 28 July 2021 (Minute 217/21).

Since that time, PEET has proposed an alternative outcome for the shearing shed. This proposal seeks to relocate the shearing shed to the south, where it will be reconstructed as an interpretive centre, and included within a proposed regional playground.

The proposed new location of the shearing shed/interpretive centre is shown at Attachment 2. A concept design is provided in Attachment 3.

9.3 De-listing of Heritage Item - Googong Shearing Shed (Ref: ; Author: Thompson/Jansen) (Continued)

Council's Service Manager Urban Landscapes has advised the Urban Landscape's Team have reviewed the proposed relocation and playground proposal for the shearing shed and are supportive of the concept. PEET has worked through the current design concepts with Urban Landscapes before submitting the proposal.

It should be noted the current proposal shows the new interpretive centre located on a proposed Regional Park which is to be provided to Council under the Googong Urban Development Planning Agreement (PA). The park will be located adjacent to a broader site that will be reserved for conservation purposes. The NSW Office of Environment and Heritage has confirmed this part of the site is of a low conservation value and it has no objection to the Regional Park being developed at this location.

Council's Heritage Advisor has also provided advice on the revised proposal (see Attachment 4) and is supportive of the most recent concept submitted by PEET.

Implications***Legal***

The delisting of the heritage item will form part of a Housekeeping Planning Proposal and will be undertaken in accordance with the relevant legislative requirements under the *Environmental Planning and Assessment Act 1979*.

Policy

The removal of the heritage item has received the support from Council's previous Heritage Advisory Committee and subsequently Council. The new proposal is consistent with Council's long-term vision for the Googong urban release area.

Asset

Under the provisions of the Local Planning Agreement the shearing shed would become a gifted asset to Council. The use of the existing shed in its present location and condition would likely result in Council finding limited uses for building proving costly to maintain in the long term.

However, the dismantling of the shed and the use of components to re-erect a shearing shed themed play area, undercover weather retreat and interpretive centre as part of a major Googong playground will see the building become part of Council's playground assets where it will be regularly inspected and placed on a maintenance schedule. This is a better outcome for Council in the long term.

Social / Cultural

The proposed interpretive centre will provide for a facility for the enjoyment of the local community and visitors to the area.

Engagement

Further engagement with the community will be undertaken as part of a Housekeeping Planning Proposal process.

Financial

The removal of the heritage item will be part of a housekeeping Planning Proposal for Googong. The costs associated with this project will be offset by the Planning Proposal fee to be paid by the applicants.

9.3 De-listing of Heritage Item - Googong Shearing Shed (Ref: ; Author: Thompson/Jansen) (Continued)

Resources (including staff)





The project will be managed by staff from the Land-use Planning Team.

Conclusion

It is recommended that the delisting of the shearing shed complex be supported in this instance, and conditional upon PEET relocating and redeveloping the shearing shed as set out in the most recent plans.

It is also recommended Council agree to the revised concept submitted by PEET to relocate and redevelop the shearing shed. The reconstructed shearing shed will provide for an educational facility to be utilised by the community for interpreting and celebrating the heritage of Googong. The proposal is supported by Council's Urban Landscape Section as well as Council's Heritage Advisor.

Attachments

- | | |
|---|---|
| Attachment 1
 | Shearing Shed Complex - Heritage Advice May 2021 (<i>Under Separate Cover</i>) |
| Attachment 2
 | Proposed Shearing Shed Relocation (<i>Under Separate Cover</i>) |
| Attachment 3
 | Googong Shearing Shed Concept Plan (<i>Under Separate Cover</i>) |
| Attachment 4
 | Shearing Shed Complex - Heritage Advice June 2022 (<i>Under Separate Cover</i>) |

9.4 Bungendore Sports Hub Funding (Ref: ; Author: Thompson/Geyer)

File Reference: PJ100984

Recommendation

That Council:

- 1. Accept the 2021/22 NSW Government Multi-Sport Community Facility Fund Grant of \$1,100,000 for the Bungendore Sports Hub.**
 - 2. Allocate matching funds of \$1,100,000 from Local Roads and Community Infrastructure Fund Phase 3 Extension Funds.**
-

Summary

The Bungendore Sports Hub is located on Halfway Creek Road Bungendore and has been under construction over the past 18 months. The project was to be funded through grants and section 7.11 Developer Contributions. The finalisation of the land acquisition process created cost escalations which have exhausted available grant and section 7.11 funds. Additional grant funds have been identified to complete the planned stage.

Background

The Bungendore Sports Hub was identified during a Needs Analysis conducted by Council in 2015. A development approval was granted in February 2021 and work commenced shortly after. The project was funded through a Stronger Communities grant for \$1,500,000 and a further Stronger Country Communities Grant for \$950,000.

Part of the first grant was approved to cover land acquisition, which was finalised at a significantly higher cost than originally estimated by Council's valuers; totalling \$2,343,129.

To-date, works have been completed, or are underway on the following items

- Bulk earthworks for entire site
- Four competition netball courts with floodlights, goals and fencing
- Two main turf playing fields with irrigation and floodlights
- Potable and recycled water supplies and irrigation storage tank
- Formation of internal vehicle access roads and car parking

9.4 Bungendore Sports Hub Funding (Ref: ; Author: Thompson/Geyer) (Continued)



Figure 1 – Bungendore Sport Hub Masterplan



Figure 2 – Completed Netball Courts

9.4 Bungendore Sports Hub Funding (Ref: ; Author: Thompson/Geyer) (Continued)

Work on the bridge and road over Halfway Creek is due to commence in the coming months and has been separately funded. The bridge includes an off-road cycle and pedestrian shared pathway.

On 30 June 2022 the NSW Government announced an additional \$1,100,000 grant funding under the 2021/22 Multi Sport Community Facility Fund (MSCFF). This grant requires matching dollar for dollar funding. At the same time Council has also been advised its allocation of funds under the Local Roads and Community Infrastructure Fund (LRCI), Phase 3 Extension is \$1,527,707.

It is proposed that Council utilise this LRCI allocation for its matching contribution to the Multi Sports Grant, giving a total of \$2,200,000 to complete the amenities building (including roof mounted solar panels), solar car park lighting, sewer pump station and electricity substation.

This will leave \$427,707 in unallocated funds from the LRCI Phase 3 Extension Grant.

Implications***Legal***

The Bungendore Sports Hub is on Council owned Community Land and the project is being carried out in accordance with the QPRC Sports Facilities Strategic Plan.

Policy

Staff have followed Council's Procurement Policies throughout this project.

Strategic

The project is also identified within the QPRC Sports Facilities Strategic Plan and is designed to cater for future residential growth within Bungendore

Engagement

The sporting community have been involved in the design process throughout the project and have continued to show a strong interest in this very important sports project. Additionally, the concept designs were placed out for community comment on Your Voice with feed-back being taken into account when finalising the design.

Financial

The project has been funded through various grants and developer contributions. Table 1 details the income and allocation of funds to complete the sporting facilities and affiliated road/bridge projects in progress to date.

Table 2 details the works to complete Stage 1 of the Bungendore Sports Hub project with the allocation of the MSCFF grant and LRCI funding.

9.4 Bungendore Sports Hub Funding (Ref: ; Author: Thompson/Geyer) (Continued)**Table 1. Works completed/approved to date**

Income	
SCC Grant	\$1,500,000
SRCC Grant	\$950,000
S7:11 Developer Contributions	\$1,178,907
Sewer Fund Contribution	\$658,695
Council Contribution	\$110,000
LRCI R1	\$650,000
LRCI R3	\$850,000
LRCI R3	\$565,707
	\$6,463,309
Expenditure	
Land acquisition (including legal costs)	\$2,343,129
Sports Hub construction to-date	\$2,416,980
Internal services throughout site	\$203,200
Halfway Creek Bridge	\$650,000
Halfway Creek Road	\$850,000
	\$6,463,309

Table 2. Works to complete Stage 1 Bungendore Sports Hub

Income	
MSCFF Grant - Offer	\$1,100,000
LRCI Phase 3 Extension – Proposed	\$1,100,000
	\$2,200,000
Expenditure	
EE Electrical Supply	\$300,000
Sewer Pump Station and Rising Main	\$300,000
Main Amenities Building	\$1,500,000
Solar Panels and Car Park Lights	\$100,000
	\$2,200,000

Future Stages

The abovementioned works will complete Stage 1 of the Sports Hub and will provide a very user friendly and accessible premier sporting facility with the capacity to host local and large regional sporting events.

There are two further stages to be completed. While Stages 2 and 3 have development consent no funding has been secured at this time. As such, no work will commence on these elements of the Sports Hub until funding is obtained. The works involved in Stages 2 and 3 are as follows:

Stage 2

- Prepare surface of four southern turf fields including irrigation and floodlighting
- Second amenities building for those fields
- Extension of carparking

Stage 3

- Completion of two additional netball courts
- New amenities building for netball courts

9.4 Bungendore Sports Hub Funding (Ref: ; Author: Thompson/Geyer) (Continued)

The new Bungendore Swimming Pool will also be located at the Sports Hub. However, this is a separate project.

Resources (including staff)

The project is being managed through Council's Urban Landscape Team utilising consultant designers and contractors to deliver the sports hub.

Integrated Plan

Bungendore Sports Hub has been in the Sports Facilities Major Projects of the QPRC's Delivery Plan and Operational Plans over the past three years,

Conclusion

The Bungendore Sports Hub is an important project delivering much needed community infrastructure. Greater than envisaged costs associated with the land acquisition and the steady increase in cost of materials has placed pressure on the budget. Accepting the grant and matching the amount will ensure the project will be delivered as planned.

Attachments

Nil

9.5 Locality / Area Committee Review (Ref: ; Author: Richards/Duncan)

File Reference: 52.3

Recommendation

That Council:

1. Approve the continuation of the 21 s355 Committees as listed in the report with updated guidelines, clear contact points and service level agreements.
 2. Nominate a Councillor delegate to each s355 Committee.
 3. As a result of Councillor delegates nominated for each s355 Committee, dissolve the Locality/Area Committees including Araluen, Braidwood, Bungendore, Wamboin, Captains Flat and Burra.
 4. Expand the Community forums currently held in Bungendore, Braidwood and Queanbeyan to other localities; including but not limited to Araluen, Wamboin, Captains Flat, Burra and Googong as sought and needed.
-

Summary

At the meeting of 23 March 2022, Council resolved to endorse a reviewed Committee Structure for public exhibition and comment. The review considered a proposal to dissolve the current six Locality/Area Committees in favour of a new Reserves and Facilities Committee.

The review of Council committees was placed on public exhibition from 25 March to 1 May 2022 and committee representatives were notified. On 21 April 2022, an online community consultation meeting was held via zoom with Mayor Winchester, Cr Willis, the acting CEO and relevant employees in attendance.

This report provides details of the community feedback and provides a framework to address these concerns.

Background

A report to consider Committee Framework, Delegates and Representatives went to the 12 January 2022 meeting of Council and subsequent workshops on committee functions and structure were held on 9 February and 2 March 2022.

The review detailed s355 Committees, Organisational Committees, Area Committees, Advisory Committees, Statutory Committees and Regional Committees. It proposed to dissolve the six current Locality/Area Committees and replace them with a new Reserves and Facilities Committee that would meet three times per year and include one representative from each s355 Committee.

A previous report presented to the 22 June Council meeting considered Organisational, Advisory, Statutory and Regional committees. Council staff are progressing the review of the charters and delegations for the Advisory Committees, community representation and advertising for members with a further report to be provided to Council.

Regarding Area committees, a total of 24 submissions were received - 18 via My Voice and 6 by email. The majority of submissions that made comment on the committee structure were not in favour of the proposed new format. No comment was made on the functioning of the current Area committees. Most comments were concerned with increasing effective communication between the community, Councillors and Council staff and preserving the s355 committees.

9.5 Locality / Area Committee Review (Ref: ; Author: Richards/Duncan) (Continued)

Key themes and major concerns raised were:

- the need for clearer communication and access between communities, committees, Council staff and elected members.
- a concern for the preservation of s355 committees and representation, and
- the need to better understand the function and aims of the proposed changes, noting the majority of submissions were not supportive of the proposed change.

Locality /Area Committees

These committees (shown below) were introduced in October 2017 as an avenue for improved communication between communities and Council. However, the committees did not appear to function as consistently or as well as anticipated. This has been partially due to COVID-19, however, may also be due to a lack of specific purpose for the committees. There have been significant natural disasters in many of these areas, including the bushfires of 19/20 and this response and recovery efforts have taken precedence for community engagement in these locations.

Committee	Areas Represented
Araluen and Majors Creek Area Committee	Araluen, Majors Creek and Gundillion
Braidwood, Mongarlowe and Nerriga Area Committee	Braidwood, Mongarlowe, Charleys Forest and Nerriga
Bungendore Area Committee	Bungendore, Gidleigh and Butmaroo
Wamboin and Bywong Area Committee	Wamboin and Bywong
Captains Flat/Hoskinstown/Carwoola	Captains Flat, Hoskinstown, Forbes Creek and Carwoola
Burra/Urila/Royalla/Fernleigh Park	Burra, Urila, Royalla and Fernleigh Park

No submissions addressed the effectiveness or retention of current Area Committees.

Section 355 Committees

Many of the submissions commented on the important and valuable contributions made by s355 Committees with an emphasis on these Committees continuing to operate as they currently do, but with greater access and involvement of Councillors and Council staff.

Several of the submissions raised concerns with communication and connection issues between the s355 Committees and Council. Council officers will be working with each s355 Committee during 2022/23 to review service level agreements (SLA), terms of reference (ToR) and to assist with communicating issues of importance.

Current s355 Committees are:

1. Les Reardon Reserve
2. Greenways
3. Burra/Cargill Park Reserves
4. Nerriga Sports Ground Reserve Trust
5. Captains Flat Area
6. Braidwood Showground Reserve Trust
7. Braidwood Gymnasium
8. Carwoola/Stoney Creek Community Hall
9. Canning Close Reserve
10. Mick Sherd Oval Canteen

9.5 Locality / Area Committee Review (Ref: ; Author: Richards/Duncan) (Continued)

11. Fernleigh Park
12. Braidwood Recreation Ground
13. Royalla Common
14. Wamboin Community Hall
15. Hoskinstown Hall
16. Braidwood National Theatre and Community Centre
17. Bungendore War Memorial
18. Araluen Area
19. Bungendore Multi-purpose School Hall
20. Bungendore School of Arts
21. Mongarlowe Hall

Communication

Council has a number of methods for engaging with the community including but not limited to:

- Two Council meetings per month which are webcast live
- Bi-annual community meetings in Braidwood, Bungendore and Queanbeyan
- Advisory Committees
- Council Website
- QPRC News newsletter delivered to all homes up to 8 times per year
- E-news weekly, available by subscription; and
- Social media platforms

The new format for community meetings was trialled at the May 2022 in Braidwood, Bungendore and Queanbeyan. As a result of positive feedback, future community meetings will continue to use the revised process.

There is scope to add additional community meetings at different locations in the LGA on an as needed and sought basis, which is recommended.

Council Contact

Several of the submissions raised concerns about communication and connection with Council services. To address these concerns, it is proposed that s355 Committees be allocated one Council staff contact who will assist to forward local level matters to the appropriate Council areas and/or officers. Planning for improvements will be possible via coordinated scoping and facility assessment strategic plans.

Council officers will be working with each s355 Committee during 2022/23 to review service level agreements (SLA), terms of reference (ToR) and assisting with their reporting requirements.

Section 355 guidelines and the dedicated s355 webpage on the QPRC website will be updated including a 'handy contact list'. All Councillors will be provided with details of s355 meeting dates to attend meetings as/when required.

It is proposed that Councillors nominate a s355 Committee to be involved in and attend meetings where possible.

9.5 Locality / Area Committee Review (Ref: ; Author: Richards/Duncan) (Continued)

Implications***Legal***

Section 355 Committees are included in the *Local Government Act 1993* as a means by which Council may exercise its functions.

Policy

Guidelines for the s355 Committees need to be reviewed. Council staff will complete this review and engage with the Committees to ensure they are aware of their responsibilities, reporting, insurance, contractor engagement and procurement etc.

Resources (including staff)



Additional staff time may be required to support new committees, and this will remain with Community Choice portfolio.

Conclusion

Following a consultation process involving workshops and community forums, 24 submissions were received. The majority of submissions commenting on the proposed committee structure were not in favour of the changes. Whilst little comment was offered regarding Area/Locality Committees, s355 committees were viewed as highly valuable. Supporting and enhancing s355 Committees and providing other opportunities for engagement between Council and communities would be a welcome way forward.

Improvements have been made to community engagement in revising the format of the bi-annual community meetings held in Braidwood, Bungendore and Queanbeyan. This forum now provides an opportunity for open discussion on matters important to those communities.

Attachments

- | | |
|---|---|
| Attachment 1
 | Complete Submissions Received no's 19 - 24 - Received external to my voice - 13 July 2022 (<i>Under Separate Cover</i>) |
| Attachment 2
 | Executive Summary of Engagement Report - Review of Council Committees V3 - 5 July 2022 (<i>Under Separate Cover</i>) |

9.6 Application for a Council Cultural Grant (Ref: ; Author: Richards/Mirowski)

File Reference: Cultural Arts Assistance 1.1.3

Recommendation

That Council approve a Cultural Grant Donation of \$1,500 to assist with costs for the Braidwood Young Writers' Festival 2022.

Summary

On 18 June 2022, the Braidwood Lions Club submitted an online application for a Council Cultural Grant, seeking funding to support the Braidwood Young Writers' Festival.

Background

Braidwood Lions Club seeks Council support for the Young Writers Festival; a popular biennial event which was also held in 2018 and 2020. It is open to young students who reside or go to school in the Braidwood area. The 2020 event attracted over 300 entries of short stories, essays and poetry in any subject. The applicant seeks \$1,500 towards publication costs of a hard cover book and an E-Book showcasing the best 30 entries from the 2022 Festival.

The project meets the eligibility criteria for a Council Cultural Grant. The applicant demonstrates that the project would benefit the Queanbeyan-Palerang community through its cultural and/or artistic outcomes. As an unincorporated not-for-profit organisation, Braidwood Lions Club is eligible for a Cultural Grant of up to \$1,500 for creative projects or cultural events that enhance arts opportunities in the Queanbeyan-Palerang LGA. The project also meets the eligibility criteria of providing cash funds which at least match the funding request.

Implications

Policy

QPRC Cultural Grants are administered in line with Council's *Donations Policy 2020* (for donations under s.356 of the *Local Government Act 1993*). Under the Policy, Council commits to providing financial assistance for the development of positive and beneficial projects which address the identified objectives of the *QPRC Community Strategic Plan*. The project aligns well with the plan's strategic objectives under 'Community', which is 'Our community is strengthened through connection and participation that enhances our community and cultural life'.

Social / Cultural

This project has the potential to provide social and cultural benefits to the Queanbeyan-Palerang community through encouraging 300 or more young residents to develop their creative writings skills, and an interest in writing. Entries will be judged by a panel of prominent authors. Prizes will be awarded to the winning entries and there will also be encouragement awards. The Festival is also receiving financial support from Bendigo Bank, and any funds raised will be used by the Lions Club towards charitable purposes.

Financial

A \$25,000 allocation has been set aside for 2022/23 Cultural Grants. If this request is approved, there will be \$23,500 Cultural Grants still available for distribution in 2022/23.


**9.6 Application for a Council Cultural Grant (Ref: ; Author: Richards/Mirowski)
(Continued)**

Program Code	Expense Type	Funding source	Amount
3020-5070	Donations Cultural Activities	Grants – Cultural Grants 2022/23	\$ 1,500

Conclusion

The funding application aligns with the aims and eligibility criteria of QPRC Cultural Grants and would produce sound cultural benefits in the Queanbeyan-Palerang LGA.

Attachments

Attachment 1  Cultural Grants Application Braidwood Lions Club (*Under Separate Cover*)

File Reference: 52.5.4

Recommendation

That Council:

- 1. Endorse and place the Social Media Policy on public exhibition for 28 days.**
 - 2. Adopt the Social Media Policy if there are no objections raised during the exhibition period.**
-

Summary

The Office of Local Government (OLG) has released its Model Social Media Policy for local Councils in NSW.

This policy is intended to represent best practice on governance in this area, although the adoption by Council is not compulsory. Instead, it is designed to be used and adapted by Council as it sees fit and to supplement the *Code of Conduct*.

This model Social Media Policy has been adapted to QPRC has been provided to Councillors for input and endorsement is now sought to place the draft Social Media Policy on public exhibition.

Report

Council staff prepared a submission on the Model Policy in July 2021. The finalised version of the Policy includes several notable changes:

- A new section in the introduction about the potential for corruption risks to arise when using social media
- Clarification that record keeping obligations under a council's records management policy apply to social media records and must be complied with, and expanded records management requirements, including a prohibition on destroying, altering, or removing social media content and a requirement that councillors have records of their social media content created during their term of office managed or transferred by the council's records manager and CEO.
- The removal of the requirement for the CEO to ensure that councillors' social media platforms are included on councillor profile page on the council's website
- The removal of the requirement for councillors to consult the CEO prior to uploading publicly available council information onto their social media platforms
- A clear note to warn councillors and council officials that they may be considered publishers of material posted to the social media pages that they administer, together with provisions that expressly refer to the ability and the manner of 'hiding' content on social media, as opposed to removing it (Part 5).
- A new Part 9 'Concerns or complaints.'

Importantly, the Social Media Policy no longer requires a Councillor who uses social media for private purposes to maintain a separate social media account for those purposes, nor are they prevented from identifying themselves as Council Officials on their private social media accounts.

9.7 Social Media Policy (Ref: ; Author: Monaghan/Flint) (Continued)

The OLG has foreshadowed that it will be issuing a *Model Media Policy* and *Model Councillor Lobbying Policy* in the future.

Some additional changes have been made to the draft QPRC Social Media Policy which includes:

- Noting that Councillors for the purposes of the Policy are Council Officials and
- Council Officials must comply with Council's Code of Conduct when using social media and must not use social media to spread mis-information about Council decisions

Council staff have an existing *Social Media Directive* which is aimed at account administrators and *Social Media Guidelines* which are aimed at all staff and their use of social media.

Conclusion

Whilst the adoption of a Social Media Policy is at the discretion of each Council, at present there are no clear guidelines that govern the use of social media by staff or Councillors. This Policy will complement the provisions already contained within the *Code of Conduct*.

Attachments

Attachment 1 Social Media Policy (*Under Separate Cover*)



File Reference: 52.5.4

Recommendation

That:

1. Council place the following policies on public exhibition for 28 days:
 - a) Tourism Policy
 - b) Petition Policy
 - c) Sewer Connections - Limit of Council Responsibility Policy
 - d) Procedures for the Administration of the Code of Conduct
 2. If no submissions are received, the policies be adopted.
-

Summary

The Tourism Policy, Petition Policy, Procedures for the Administration of the Code of Conduct and Sewer Connections Limit of Council Responsibility Policy have undergone a review by the relevant business units and as a result, some amendments have been made. The intent of the Policies as they currently exist has not changed, but rather reflects updated best practice and timely revisions.

Implications

Policy

Changes made to the policies as part of this review process are outlined below:

Tourism Policy – The revised Tourism Policy has some minor wording and structural changes to the document to make it more readable and the re-organisation of some paragraphs to more concisely reflect the context of the document, to more clearly describe the role of Council and update the strategic alignment with current NSW Government documents.

Petition Policy – Minor update to Petition Lodgement Form attachment, option of email submission of petition in clause 2.5, change to acceptance time for a petition in clause 6.5 and clarification that a petition will not be published on Council's website or form part of a Business Paper in clause 6.7.

Procedures for the Administration of the Code of Conduct – no changes made to Policy.





Sewer Connections Limit of Council Responsibility Policy – Addition of clause 6.2.2.

Conclusion

Within 12 months of an Election, Council must review all Policies. This process is underway and it is recommended that revised versions of these four Policies be exhibited for public comment before being formally re-adopted.

9.8 Reviewed Policies (Ref: ; Author: Monaghan/Flint) (Continued)

Attachments

- Attachment 1  Tourism Policy (*Under Separate Cover*)
- Attachment 2  Petition Policy (*Under Separate Cover*)
- Attachment 3  Procedures for the Administration of the Code of Conduct (*Under Separate Cover*)
- Attachment 4  Sewer Connections - Limit of Council Responsibility (*Under Separate Cover*)

File Reference: 52.5.4

Recommendation

That Council rescind the following Policies:

1. **Community Meetings Policy**
 2. **Decision Making Framework Policy**
 3. **Requests for assistance with Legal Costs Policy**
 4. **Private Works Prepayment Policy**
 5. **Former QCC Loose-Fill Asbestos Insulation Rates Relief Policy**
-

Summary

Staff are currently in the process of reviewing all existing QPRC policies within 12 months of the Election which took place in December 2021.

As part of this review, a number of policies have been identified as no longer being required due to being subsumed by legislation, incorporated into Integrated Plans, QPRC Fees and Charges, or being changed to an internal Directive or Guideline.

It is therefore recommended that these Policies be rescinded for the below-listed reasons.

Implications

Policy

Community Meetings Policy – The existing Policy outlined Council's commitment to hold meetings once a quarter, however this is covered in the Community Engagement and Participation Plan and does not require a standalone Policy.

Decision Making Framework Policy – This Policy is being amended to be an internal Guideline to assist staff in their decision making process.






Requests for assistance with Legal Costs Policy – Any such requests received would be subject to a Council Resolution, so a standalone Policy is no longer required.

Private Works Prepayment Policy – Covered in QPRC Fees and Charges

QCC Loose-Fill Asbestos Insulation Rates Relief Policy – The policy was adopted in 2015 in response to a taskforce investigation into Loose Fill Asbestos (Mr Fluffy) used in some homes. Council has identified the properties affected by this and the Policy is no longer applicable or required. Any properties seeking hardship could still do so under Council's recently adopted *Financial Hardship and Assistance Policy*

9.9 Policies for Rescission (Ref: ; Author: Monaghan/Flint) (Continued)

Attachments

- Attachment 1  Private Works Prepayment Policy *(Under Separate Cover)*
- Attachment 2  QCC Loose-Fill Asbestos Insulation Rates Relief Policy *(Under Separate Cover)*
- Attachment 3  Requests for Assistance with Legal Costs Policy *(Under Separate Cover)*
- Attachment 4  Community Meetings Policy *(Under Separate Cover)*
- Attachment 5  Decision Making Framework Policy *(Under Separate Cover)*

9.10 LGNSW Annual Conference 2022 (Ref: ; Author: Monaghan/Flint)

File Reference: 52.5.2-02

Recommendation

That Council nominate the Mayor and the following Councillors to register as voting delegates to attend the LGNSW Annual Conference 2022:

- **Councillor A**
 - **Councillor B**
 - **Councillor C**
-

Summary

The Local Government NSW (LGNSW) Annual Conference 2022 will be held at the Crowne Plaza Hunter Valley from Sunday 23 October to Tuesday 25 October 2022. Council is invited to register its four nominated voting delegates, one of whom is the Mayor.

Council is also asked to consider any motions for the LGNSW Conference.

Background

The LGNSW Annual Conference is being held from Sunday 23 October to Tuesday 25 October 2022 at the Crowne Plaza Hunter Valley. Details about the Conference are available from the LGNSW website at <https://lgnsw.org.au/Public/Public/Events/Annual-Conferences/2022/2022.aspx>

In addition to registering delegates to attend the conference, members must advise LGNSW of the names of their nominated voting delegates to enable them to vote on motions during formal business sessions. Under the LGNSW rules, QPRC is entitled to have four voting delegates, one of whom is the Mayor. Voting delegates must be elected members and be registered to attend the Conference.

Council should now nominate three other councillors to fill QPRC's voting entitlement at the LGNSW Annual Conference.

Council may choose to register additional councillors as non voting delegates. The CEO will attend the LGNSW Conference, however is registered and accommodation funded under a separate staff conference budget.

Registration for voting delegates will open on Monday 4 July 2022 with discounted early bird rates available until Wednesday 17 August 2022. Standard registrations open on Thursday 18 August 2022 and close at 5pm on Monday 10 October 2022.

Should Council need to change a voting delegate, substitutions can be made in accordance with LGNSW rules.

Motions

Council can put forward motions to be considered at the Conference and motions may be submitted online from Monday 4 July 2022.

Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions. Councillors are encouraged to review the Action Reports from previous conferences and positions of LGNSW, as set out in the LGNSW Policy Platform, before submitting motions for the 2022 Conference. These resources will assist with the drafting of motions.

To allow production of and distribution of the Business Paper before the conference, Councils must submit their motions by Monday 29 August 2022. In line with the LGNSW rules, the latest date motions will be accepted for inclusion in the Conference Business Paper is Sunday 25 September 2022.

Full business papers for the Conference will be forwarded to delegates approximately one week prior to the Conference.

Councillors wishing to propose a motion, should discuss with the CEO to enable the motion and report to be presented for endorsement by Council resolution.

Implications***Financial***

As per the Councillor Expenses and Facilities Policy and Operational Plan budget allocation, provision is made for the attendance of Councillor delegates at the LGNSW Conference.

Conclusion

The LGNSW Annual Conference is being held in the Hunter Valley on 23-25 October 2022. QPRC is entitled to four voting delegates, one of whom is the Mayor, for motions and Board elections and is asked to nominate the other three.

Accommodation has been reserved for the four QPRC Councillor delegates at the Conference venue. Should Council resolve to register more delegates, accommodation would be booked accordingly.

Council is also invited to submit one or more motions to the Conference, and it is proposed these be discussed with the CEO, prior to endorsement by Council and a meeting before the end of August.

Attachments

Nil

9.11 Renewal of Lease for 66 Old Mines Road, Captains Flat with Amplitel Pty (Ref: ; Author: Monaghan/Turland)

File Reference: 46.1.1-43

Recommendation

That:

1. Council Agree to renew the lease agreement with Amplitel Pty on the proposed terms.
 2. The duration of the lease be set at 20 years, comprising of an initial five-year lease with three additional option terms.
 3. The CEO be authorised to sign and execute these agreements on behalf of Council.
-

Summary

Amplitel (part of the Telstra group) has an existing lease with Council for a telecommunications site and infrastructure at 66 Old Mines Road, Captains Flat. This is due to expire in 2023. Amplitel has now approached Council and requested to renew the lease for a further 20 years, comprising of an initial five-year lease with three further five-year extension options.

Background

At the end of Old Mines Road, Captains Flat there is an elevated Council site where two water reservoirs are located. Council also leases this site to several different telecommunication providers in exchange for an annual fee. Under the lease, the provider is permitted to host infrastructure on the site, as well as granted access for service and maintenance.

The current lease agreement has been satisfactory for both parties. The rental income under the lease is a source of revenue for Council, and the presence of the facilities improve telecommunication services for residents of Captains Flat.

The annual rental indexation under the agreement is fixed at 3%. The lessee pays its own costs for electricity on an independently installed meter.

Implications

Legal

The Council land is classified as *Operational Land* under the Local Government Act. It can therefore be dealt with commercially by Council. No external consultation is required.

Financial

The fee under the lease commencing on 4 February has the annual rent set at \$8,500 per annum, set to increase at a rate of 3% on each review date. The Review date is the anniversary of the Commencement date. A table setting out the rent of the initial lease and each extension option is below:





9.11 Renewal of Lease for 66 Old Mines Road, Captains Flat with Amplitel Pty (Ref: ; Author: Monaghan/Turland) (Continued)

Commencement Date	Termination Date	Annual Rent
4 February 2023	3 February 2028	\$8,500
4 February 2028	3 February 2033	\$9,854
4 February 2033	3 February 2038	\$11,423
4 February 2038	3 February 2043	\$13,243

Conclusion

There are no foreseeable reasons that it is not in Council best interests, as well as in the interests of the broader community to continue with the lease renewal on the proposed terms.

Attachments

- Attachment 1  Captains Flat, NSW - term 1 lease (*Under Separate Cover*)
- Attachment 2  Captains Flat, NSW - term 2 lease (*Under Separate Cover*)
- Attachment 3  Captains Flat, NSW - term 3 lease (*Under Separate Cover*)
- Attachment 4  Captains Flat, NSW - term 4 lease (*Under Separate Cover*)

9.12 Anti-Fraud and Corruption Policy (Ref: ; Author: Monaghan/Cakalic)

File Reference: ECM 45.1.3-03

Recommendation

That Council:

- 1. Endorse and place the Anti-Fraud and Corruption Policy on public exhibition for 28 days inviting submissions to be received.**
 - 2. Adopt the Anti-Fraud and Corruption Policy if there are no objections.**
-

Summary

The current QPRC Fraud Control Policy was adopted on 28 August 2019. The policy has been reviewed as required by s.165(4) of the *Local Government Act 1993* (NSW), which requires all policies of Council to be reviewed or confirmed within the first 12 months of an election. The requirement for review also provided an opportunity to revise the policy against the Fraud and corruption control standard AS 8001:2021.

The main changes to the policy include:

1. Renaming the policy. The name of the policy was changed from Fraud Control Policy to Anti-Fraud and Corruption Policy, which is more aligned to the intent of the policy in preventing fraud and corruption.
2. Removing information that was already included in the Code of Conduct.
3. Removing procedural clauses and information that is more suited to being included in other procedural documentation, plans or guidelines.
4. Including additional themes as outlined in the revised Australian Standard AS8001:2021 Fraud and corruption control around:
 - a. Adapting to threats from technology (both external and internal) – refer to clause 6.7
 - b. Leveraging across other areas of responsibility due to the increased requirement for planning and resourcing in relation to maintaining a fraud and corruption control system, escalating incidents and conducting and monitoring investigations – refer to clause 6.1.5
 - c. The importance of information management, physical security and asset management (tangible and intangible) – refer to clauses 6.8 and 6.9.

Attachments

Attachment 1 Anti-Fraud and Corruption Policy (*Under Separate Cover*)



9.13 **Resourcing Strategy and Workforce Management Strategy (Ref: ; Author: Monaghan/Tozer)**

File Reference: 51.1.1-01

Recommendation

That Council adopt the Resourcing Strategy (2022) and endorse the Workforce Management Strategy 2022-26.

Summary

The draft Resourcing Strategy; which includes the Long Term Financial Plan and Workforce Management Strategy were presented to Council in May 2022 and endorsed for public exhibition.

The exhibition phase has now ended. One submission was received and has been reviewed by staff and the final documents are presented for adoption. The Long Term Financial Plan is included in a separate report to the 13 July meeting.

Background

In late 2021, Council prepared a draft Resourcing Strategy for publication during the local government election process.

Council's Resourcing Strategy comprises five elements:

- Asset Strategy
- Workforce Strategy
- Long Term Financial Plan
- Risk Management Plan
- Digital Strategy
- Climate Change Action Plan

The strategies have been refreshed since 2020 and framed in the driver-pressure-state-impact-response (DPSIR) framework used for the previous Resourcing Strategy, to illustrate the respective relationships and interdependencies of the strategies and the forming of the respective Responses/Actions.

Implications

Engagement

The draft Resourcing Strategy, Long Term Financial Plan and Workforce Management Strategy were placed on exhibition between 26 May and 26 June 2022.

During the period, one submission was received which noted the need to resource the implementation of the Urban Forest Cooling Strategy. In response, the Service Manager, Urban Landscapes is developing a business case to review the tree management workforce resources which does not require any new employees.

9.13 Resourcing Strategy and Workforce Management Strategy (Ref: ; Author: Monaghan/Tozer) (Continued)

Resources (including staff)

The Workforce Management Plan outlines the key workforce challenges that Council faces over the next four years and proposes a range of actions to ensure the organisation is well equipped to meet the challenges and thrive. The Workforce Management Plan will continue to be reviewed alongside the Long Term Financial Plan and other parts of the Resourcing Strategy.

Conclusion

The Resourcing Strategy forms a key part of Council's suite of Integrated Plans. The other key documents, the Community Strategic Plan, Delivery Program and Operational Plan, have previously been endorsed or adopted by Council.

Attachments

Attachment 1 Workforce Management Strategy 2022-26 (*Under Separate Cover*)



Attachment 2 Resourcing Strategy (*Under Separate Cover*)



9.14 Long Term Financial Plan 2022-32 (Ref: ; Author: Monaghan/Staniforth)

File Reference: 51.1.1

Recommendation

That Council:

- 1. Adopt the 2022-2032 Long Term Financial Plan, with amendments to match the adopted Operational Plan Budget.**
 - 2. Conduct an Organisational Service Review to identify opportunities for financial improvement.**
 - 3. Include the outcomes of the Review in a revised Long Term Financial Plan within 6 months before making any decision to apply for a Special Rate Variation.**
-

Summary

The draft 2022-2032 Long Term Financial Plan (LTFP) has been endorsed at the May Council meeting and placed on public exhibition for 28 days. No submissions have been received.

The LTFP has been prepared in accordance with the adopted *Financial Strategy and Policy* that outlines the principles adopted by Council designed to:

- achieve financial sustainability
- manage the asset backlog to prevent an infrastructure crisis,
- preserve essential public services in line with population growth
- keep rates, fees and charges affordable
- borrow at acceptable levels in line with intergenerational equity and
- meet the financial benchmarks outlined in the policy.

The purpose of the LTFP is to inform decision-making and to demonstrate how Council will achieve financial sustainability over the long term. It models the financial outcomes of three scenarios that have been presented to Council workshops held in February and May.

Background

Council was formed in 2016 with the merger of Queanbeyan and Palerang Regional Councils, with a long term structural financial deficit that it has maintained since amalgamation.

In 2017, following a financial sustainability review, QPRC adopted a Financial Strategy and Policy and began implementing financial improvements, with a focus on investment in asset renewal, correcting the infrastructure backlog and reducing asset maintenance costs, controlling the organisational structure and implementing workforce structural savings over time, increasing rates and fees, capturing merger efficiency savings and cutting costs of non-core services.

The adopted Financial Strategy also considered the expansion of Councils asset base to provide additional community infrastructure to cope with the service demands of the growing population. Council has so-far invested \$486M in a program of compressed capital works over 5 years, comprising asset renewal and asset expansion, and funded through capital grants and new loans.

**9.14 Long Term Financial Plan 2022-32 (Ref: ; Author: Monaghan/Staniforth)
(Continued)**

Whilst Council has made significant progress toward implementing the Financial Strategy over time, it has not yet fully implemented the revenue and rates increases or cost-cutting that was to have been identified through service reviews. There has also been additional investment in expanded service provision and other rising costs that have countered the financial improvements, and these have been largely driven by:

- the equalisation of service levels across the LGA – leading to funding higher service levels and driving continually increasing community expectations.
- population growth (at 1.9% pa).
- capital grants for new assets (\$284M over 5 years).
- developers contributions and gifted assets (\$96M over 5 years).

Natural disasters have significantly interrupted Council's normal operations, diverted resources and triggered one-off costs where asset restoration is not fully funded by the Government's Natural Disaster Funding Arrangements. Council incurred \$65M loss / damage to community infrastructure that is being rebuilt over 3 years. Recovery operations will continue to change the focus of Council's services to affected communities – and these changes have been funded through several stages of Government Funding.

The pandemic also required an additional significant operational and planning response from Council that was largely resourced internally with staff time. The financial impact of the pandemic was mostly felt by businesses and individuals in the community, and Council reduced and waived fees and charges for the use of facilities. This has had an ongoing impact with lost fee income in 2021 estimated to be \$1.6M; and which has not yet returned to pre-pandemic levels.

Council has proposed to adopt a series of additional improvements that have been modelled in this LTFP. Application for a special rate variation is one of a number of actions Council has included in its improvement plan in order to improve overall performance and better manage community infrastructure.

During 2021, Council deferred consideration of an SRV for one year, providing time for the NSW Government to complete its review of Local Government Revenue, and to allow the newly elected Council to consider a revised Long Term Financial Plan, and additional financial scenarios in early 2022.

Implications***Engagement***

Further organisational and financial reviews are scheduled to occur over the next several months before Council considers a number of strategies to address its long term financial sustainability challenge. If Council makes a decision to consider an SRV during the year, it must develop a community engagement strategy to consult with the community on the proposal. The nature and extent of consultation should be appropriate, proportionate, and tailored to the purpose, extent and magnitude of the proposed rate increase, and the ratepayers who will primarily be affected.

Financial

This LTFP includes an additional mix of savings measures and rates increases that range from 9.3% per annum x 3 years (scenario 2) to 14% x 3 years (scenario 3). The value realised through operational savings, and reduction in service levels to affordable levels within levels that ratepayers are willing to fund will reduce the extent of any special rate variation.

**9.14 Long Term Financial Plan 2022-32 (Ref: ; Author: Monaghan/Staniforth)
(Continued)**

These SRV and cost cutting targets will be affected by any significant rises in inflation that affect the cost of Council service provision, infrastructure costs and interest rates. In a volatile, inflationary economic environment, the forecast results within this LTFP will require regular revision and the assumptions underpinning the current reported forecast have changed significantly since this plan was adopted for public exhibition in May 22. Council will review and revised the LTFP prior to an SRV decision within the next 6 months.

Conclusion

The draft LTFP recognises that Council will need to implement budget improvement in order to become financially sustainable and has incorporated productivity savings and revenue increases.

Council staff will continue to identify savings opportunities and prepare a review of Council's service pricing for Council's consideration and implementation before considering the level of special rate variation required.

Attachments

Nil

9.15 Investment Policy Review 2022 (Ref: ; Author: Monaghan/Drayton)

File Reference: 43.1.1-09

Recommendation

That Council adopt the draft Investment Policy.

Summary

The Investment Policy was last adopted on 28 July 2021 and is due for review.

The policy review has recommended one change to the policy portfolio limit, reducing the maximum TCorp counterparty limit to 20%, and has included recognition of the value of non-financial performance indicators that prioritise environmental, social and (corporate) governance (ESG) factors or outcomes.

Background

The Office of Local Government Investment Policy Guidelines require the annual review of Council's investment Policy, which was last adopted at the 28 July 2021 Council meeting.

This review was conducted by Council staff in consultation with Council's investment adviser, Laminar Capital. Consideration to NSW Treasury Corporation's (TCorp's) balanced investment framework was given as compliance with the framework secured the June 2021 loan funding and is a requirement of Council's loan agreement.

The proposed policy supports Council's Community Strategic Plan to reduce our region's carbon footprint by recognising the ESG performance of companies. Considering ESG risks and ownership responsibilities will mitigate investment risk and improve the sustainability of returns over the long term.

Implications

Legal

Council investments fully comply with Section 625 of the Local Government Act 1993 and clause 212 of the Local Government General Regulations 2021.

The Investment Policy was prepared in accordance with the Office of Local Government Investment Policy Guidelines (May 2010). There have been no legislative changes or new guidance notes issued regarding Council's investments since the previous policy was adopted in July 2021.

Policy

The Investment Policy will continue to be reviewed annually, with the attached policy next due for review in June 2023.

Other points of note from this review outside the mandatory compliance with legislation, regulations and ministerial orders included the ESG impact of Council's investment portfolio, and the limited capability to generate high returns in the current economic climate.

Financial

The anticipated impact on investment return from the review amendments is minimal.

The introduction of ESG risk considerations in the investment decision-making process serves to mitigate investment risk and improve the sustainability of returns over the long term.

Conclusion

The Investment Policy:

- has been reviewed by Council staff in conjunction with Council's investment advisor, Laminar Capital.
- complies with Legislation, Regulations and Ministerial Orders.
- was structured to align with NSW Treasury Corporation's balanced investment framework.
- has been amended to recognise the value of non-financial performance indicators that prioritise environmental, social and (corporate) governance (ESG) factors or outcomes.
- continues to allow Council staff to invest Council's surplus available funds in short-term and long-term authorised investments.

Attachments

Attachment 1 2022 Draft Investment Policy (*Under Separate Cover*)



10.1 NSW Rail Trails Framework and Evaluation (Ref: ; Author: Richards/Deebank)

File Reference: 11.2.2-03

Recommendation

That the report be received for information.

Report

At its meeting on 23 March 2022, Council resolved to 'support in principle the (Feasibility) study's recommendation to proceed with a rail trail from Bungendore to Captains Flat' known as the Molonglo Rail Trail. At a workshop on 18 May 2022, Councillors received an update from Monaro Rail Trail (MRT) Inc. (Queanbeyan to Bombala) which foreshadowed a forthcoming document from the Department of Regional NSW that would guide future progress of the MRT.

On 22 June 2022, the Department of Regional NSW released the NSW Rail Trails Framework that:

- provides the economic, social and environmental rationale for the NSW Government's support for the development of rail trails, and
- specifies a four-stage roadmap outlining council, community and government responsibilities from the proposal through to operation and maintenance of a rail trail.

An advisory group for the MRT (including an officer from both QPRC and Snowy Monaro Regional Council, and representatives from MRT Inc) will ensure that planning work already underway aligns with the NSW Rail Trails Framework and that Councillors will be provided with further updates specific to this project.

The Framework (attached) will inform future activity in relation to both proposed rail trails.

Additionally, the *Rail Trails for NSW: Evaluation Summary* (attached) is a review of the two rail trail projects currently underway in NSW - the Tumbarumba to Rosewood Rail Trail (in operation) and the Northern Rivers Rail Trail (under development). This review includes an analysis of economic and social outcomes.

Attachments

Attachment 1 NSW Rail Trails Framework (*Under Separate Cover*)



Attachment 2 Evaluation of Rail Trails in NSW: Evaluation Summary (*Under Separate Cover*)



10.2 Anzac Day Event Report 2022 (Ref: ; Author: Richards/Wightman)

File Reference: 1.4.4-06

Recommendation

That the report be received for information.

Report

This year, the QPRC LGA hosted five major Anzac Day services in, Queanbeyan, Bungendore, Braidwood and Captains Flat. Smaller services were held in Burra, Majors Creek, Araluen and Jerrabomberra. Dawn services were held in Bungendore, Jerrabomberra and Queanbeyan with main services in all areas above at various times during the day. These events provide an opportunity for all members of the community to pay their respects to the defence service people of Australia and New Zealand past and present.

The management and organisation of these events begins many months prior to ANZAC Day each year. It is collaboration with the QPRC Events team, Queanbeyan RSA, Queanbeyan Legacy, HMAS Harman, NSW Police Force Monaro District, Braidwood RSL Subbranch, Bungendore War Memorial Committee, Captains Flat S355 committee, Jerrabomberra Tavern, Joint Operations Centre Head Quarters, and local SES and RFS crews.

Participation

Attendance numbers for all services increased again this year with approximately 30,000 residents across the LGA attending the ceremonies. The impact of covid-19 over the past few years has not diminished the support of ANZAC Day in our region. Attendees range from veterans, current serving personnel and service families, to school groups, community organisations and young families.

QPRC Assistance

The QPRC events team liaise with all organisers to assist with event management, road closures, event signage and publicity prior to ANZAC Day and road closures, vehicle mitigation logistics, and on-site event management on the day. Additional traffic management assistance was provided by qualified outdoor staff at most destinations (eight staff members).

Information on services and events was posted on the QPRC website and Facebook and community notice boards across the LGA. Queanbeyan Legacy and RSL also used their own media communication channels to publicise events.

Funding for event infrastructure and logistics from the Anzac Day project budget is allocated each year at \$25,000.

Item	\$
Stage and Sound	8,388
Traffic Management cost	8,000
Road traffic signage and VMS Boards	3,500
Staff (12)	4,000
Total	23,888

10.2 Anzac Day Event Report 2022 (Ref: ; Author: Richards/Wightman) (Continued)

Road Closures

Road closures occurred in Braidwood, Bungendore, Captains Flat and Queanbeyan to facilitate services and marches. There were no major traffic issues at any location. In Queanbeyan, parking was disrupted by the QCCP construction putting excess strain on the Queanbeyan Leagues Club, Riverside Plaza, and Kmart carparks. Many elderly attendees had to walk long distances to the service.

There were some minor disruptions from a small number of motorists in Bungendore who parked cars on Gibraltar Street between the dawn and main service and were unable to leave until the morning ceremony concluded.

Recommendations for Improvement

A number of recommendations for improvement have been suggested by community attendees. This will be reviewed in planning for the 2023 events.

- Keep the road closed between the dawn and main services in Queanbeyan. This has been supported by the NSW Police.
- Depending on public health orders, allow schools and community groups to join in the main service march in Queanbeyan (and other areas as appropriate).
- Include the New Zealand national anthem, played after the Australian national anthem at both dawn and main services.
- Change the position of the band during the main march in Queanbeyan to allow the veterans to hear them better.
- Keep the road closed between the dawn and main service in Bungendore.
- Remind service and other community groups of the opportunity to apply for grant funding to assist with costing and/ or amend QPRC budgets to further assist with the cost.

Attachments

Nil

10.3 2022 HSEQ Surveillance Audit Report - Summary (Ref: ; Author:
Monaghan/McNamara)

File Reference: 41.9.1

Recommendation

That the report be received for information

Summary

In 2017, Queanbeyan-Palerang Regional Council committed to working towards accreditation against the Health, Safety, Environmental and Quality (HSEQ) Australian Standards.

To maintain accreditation, surveillance audits are undertaken each year, with a broader triennial audit undertaken every three years. In May 2022, a surveillance audit was undertaken. This audit included inspections of Council works and upgrades, traffic and road services, water and waste services across permanent office, sites and depot locations including Queanbeyan, Bungendore and Braidwood.

Report

During the surveillance Audit, conducted in May 2022 five observations and two minor non-conformances were raised. Corrective actions have been planned or completed, with risks, timeframes and status of actions being reported and monitored by staff. The ongoing inspection and review of risks raised has now become part of Council's regular internal WHS operational program.

The two minor non-conformances were:

1. ISO 14001, 45001 Clause 8.1 – For the Braidwood depot a number of health and safety/environmental issues were identified. They included:
 - walkway trip hazards in many areas. A large amount of clutter preventing safe access of some areas.
 - Oil remaining in a drip tray for some time – not cleaned up
 - Two fire extinguishers obstructed
 - A number of electrical items not recently tested and tagged.
 - A number of safety signs were faded and required renewal
 - Dangerous goods signage inaccurately posted.
2. ISO 14001,45001 Clause 8.1
 - Bungendore depot daily plant pre starts not completed on two plant since Jan and Feb 2022
 - Evidence of hydrocarbon spillage in jet patch clean up area

The five observations were identified were (details in attachment):

1. Emergency preparedness drills to be tested
2. Captains Flat roadworks – no dial before you dig information and out of date safety data sheets (SDS)
3. Queanbeyan Aquatic Centre – availability of facility safety assessment
4. Queanbeyan Aquatic Centre – storage of drums
5. Regular calibration of Council equipment

10.3 2022 HSEQ Surveillance Audit Report - Summary (Ref: ; Author: Monaghan/McNamara) (Continued)

The two minor non-conformances require corrective actions to be uploaded into the sustainable certification portal for review within 14 days. Observations not addressed before the 2023 surveillance audit will become minor non-conformances.

Continued certification has been recommended.

Strengths identified in the report included:

- The dedication of the Management Team into the success and implantation of the integrated management system.
- Opportunities to improve are continually being sought through responding to results of audits and new customer requirements.
- The combined knowledge and experience of senior staff is used and shared to obvious advantage by QPRC.

Attachments

Attachment 1 Surveillance Audit 2022 (*Under Separate Cover*)



File Reference: 13 July 2022 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 16 June to 6 July 2022, the following workshops were held:

Date	Workshops	Presenter/s (if applicable)
28/06/2022	Village Building Company Rutledge Street Project Update LRCI Phase 3 Extension – Introduction Assessment Criteria Councillor Questions and Customer Enquiries Workshop Agendas Questions/Hot Topics	N/A
29/06/2022	Statement of the Heart – Uluru Dialogue Policy Review timetable/process Bungendore Sports Hub Update Questions/Hot Topics	James Blackwell – ANU N/A
05/07/2022	Banners and Sails Policy, Investment Policy QCCP Floorplans DA.2021.1157 14 Ferdinand Lane Jerrabomberra DA.2021.1716 3/5 Gregory Street Queanbeyan West Questions/Hot Topics	N/A
06/07/2022	s355 Committees and Area Committees LRCI Projects Assessment Social Media Policy Policies for Review at next Council Meeting Questions/Hot Topics	N/A

Attachments

Nil

11.1 Audit, Risk and Improvement Committee Minutes - 16 March 2022 (Ref: ;
Author: Monaghan/Cakalic)

File Reference: 45.3.1

Recommendation

That Council note the minutes of the Audit, Risk and Improvement Committee held on 16 March 2022.

Summary

This report provides the minutes of the Audit, Risk and Improvement Committee (ARIC) meeting of 16 March 2022, as confirmed by the ARIC at its meeting of 15 June 2022.

Report

The objective of the ARIC, as stated in its charter, is to provide independent assurance and assistance to Council in relation to governance, risk management, compliance, and control practices.

The following provides a summary of the reports received by the ARIC at its meeting of 16 March 2022:

- Verbal update on external audit activities by the Audit Office of NSW
- Annual Engagement Plan 2022 Audit Office NSW
- Internal audit activity report by O'Connor Marsden
- Internal audit – Land Use Planning
- Review of ARIC actions arising and status of external and internal audit recommendations
- Lighthouse Project update
- ICAC Operation Dasha – update on recommendation 23
- Application controls – resolution of audit recommendation
- Review of asset accounting policies
- Final Management Letter 2021 Financial Statement Audit
- Service reviews
- Annual Internal Audit Charter review
- ARIC Meeting Planner review
- External reports of interest
- ICT report
- Policy harmonisation update
- Senior Management Presentation – Workplace and Governance

The ARIC's consideration of and resolution on the above matters are outlined in the attached minutes.

Attachments

Attachment 1 ARIC minutes 16 March 2022 (*Under Separate Cover*)



12.1 Queanbeyan Showground Place Nomination (Ref: ; Author: Biscotti/Biscotti)

File Reference: 13 July CM Report

Notice

Councillor Michele Biscotti will move the following motion:

Motion

Noting resolution 234/22 of 8 June 2022 regarding the application from the Ngambri Local Aboriginal Land Council to Heritage NSW to declare the Queanbeyan Showground an Aboriginal Place, that Council:

- 1. Conduct a workshop and invite Heritage NSW to attend, with the objective of facilitating a better understanding of the intent of the application, including the Aboriginal Community management goals and any effect this may have on the future use of the Queanbeyan Showground.**
 - 2. Establish a working group with representatives from all relevant stakeholder groups to ensure full consultation on the development of the draft Aboriginal Place Management Plan:
 - i. Note representatives must include, but are not limited to, members of the QPRC, Ngambri Local Aboriginal Land Council, Ngunnawal community, First Nations Consultative Committee, Queanbeyan Showground Advisory Committee, Queanbeyan Show Society, and other major event organisers.****
 - 3. Request Heritage NSW engage with the working group to develop a draft Aboriginal Place Management Plan for the Queanbeyan Showground.**
 - 4. Subject to an acceptable draft Aboriginal Place Management Plan being agreed by all representatives of the working group, place on public exhibition for 28 days.**
 - 5. Subject to feedback from the community on the draft Aboriginal Place Management Plan, recommend the declaration of the Queanbeyan Showground as an Aboriginal Place be submitted to the Minister for Environment and Heritage for consideration.**
-

Comments from Cr Biscotti in support of this Notice of Motion

Post Council resolution 234/22 of 8 June 2022 regarding the Ngambri Local Aboriginal Land Council's application to Heritage NSW to nominate the Queanbeyan Showground an Aboriginal Place, Council has received a number of representations from community groups and event organisers as to the uncertainty on future use and management of the showground.

In response to these representations, the QPRC CEO has provided written and verbal assurances to the community that the current use of the Queanbeyan Showground will not be affected by the proposed Aboriginal Place declaration. Nevertheless, community groups and event organisers have requested proper consultation be conducted with all relevant stakeholders to better understand the practical implications of the Aboriginal Place declaration. As such, a dedicated working group should be created to facilitate open and transparent consultation on the development of a draft Aboriginal Place Management Plan, which identifies the Aboriginal community's management goals; the types of activities that may harm the Aboriginal Place; objects and areas of the showground which must be conserved;

**12.1 Queanbeyan Showground Place Nomination (Ref: ; Author: Biscotti/Biscotti)
(Continued)**

what works and ongoing management activities are required and timeframes for implementation; how site condition reporting will be managed; and any other matters that may need to be negotiated between stakeholders.

Community participation in the development of the draft Aboriginal Place Management Plan will support the Ngambri Local Aboriginal Land Council's desire to have their cultural heritage recognised, while ensuring the ongoing use and enjoyment of the Queanbeyan Showground by all members of the Queanbeyan-Palerang community.

CEO Comment

Council is the Reserve Trust Manager of the Showground, and the declaration of an Aboriginal Place does not change the status of the land or affect ownership rights. The current uses of the showground for recreational, sporting, and cultural events will continue.

The consultation by Heritage NSW is anticipated to be completed by December 2022. Once endorsed by Council the draft Aboriginal Place Management Plan is required be placed on public exhibition before gazettal and approval by the Minister.

Council will ensure that all stakeholders in the Queanbeyan Showground are invited to any meetings/workshops with Heritage NSW as soon as a date is known.

Attachments

Nil

12.2 Public Place Charging Infrastructure (Ref: ; Author: Abbott/Willis)

File Reference: 13 July Council Reports

Notice

Councillor Katrina Willis will move the following motion:

Motion

That Council receive a report on progress with public place electric vehicle charging infrastructure in QPRC including:

- 1. Any impediments to progress and options to address them.**
 - 2. Potential opportunities drawing on state and federal government grants and other programs supporting the transition to electrical vehicles.**
-

Comments from Cr Willis in support of this Notice of Motion

Council agreed at its meeting on 28 July 2021 to call for tenders for three private investment through lease agreements to facilitate and enable public place electric vehicle charging infrastructure.

Given a year has elapsed since the resolution it is timely to receive a report on progress.

With government offering significant financial incentives to support EV charging infrastructure and the take up of EVs, it is worthwhile considering the potential to advance public place EV charging infrastructure in the Queanbeyan-Palerang Local Government Area.

Staff Comment

As reported at the most recent Resolution Report, this project is in progress. Council nominated 8 sites with the NSW Government Energy Saver EV Site Prospectus EOI. The application got to stage two with the Aquatic Centre site, however the providers pulled out of the option and Council was unsuccessful.

Staff have prepared a new Draft Policy and Charging Locality Plan which will be presented to Council at a future meeting for endorsement and Public Exhibition.

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 Legal Matters

Item 16.1 is confidential in accordance with s10(A) (e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Tender Number 2021-38: Construct Pavilion at Bungendore Sports Hub

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 Tender Number 2021-43: Washroom Services Contract

Item 16.3 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.