



Ordinary Meeting of Council

AGENDA

21 December 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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1 OPENING

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 23 November 2022

5 DISCLOSURES OF INTERESTS

6 ADJOURNMENT FOR PUBLIC FORUM

7 MAYORAL MINUTE

8 NOTICES OF MOTIONS OF RESCISSION

9 REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

- 9.1 State Significant Development - SSD - Bungendore High School - Proposed Council Submission Following Exhibition of Response to Submissions Report No.22
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Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

- 16.1 Tender Evaluation - Design & Construct Wright Park Amenities
Item 16.1 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.
- 16.2 Queanbeyan Sporting Gallery Advisory Committee Minutes 10 October 2022
Item 16.2 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS

Open Attachments

- Item 9.1 State Significant Development - SSD - Bungendore High School - Proposed Council Submission Following Exhibition of Response to Submissions Report No.2
- Attachment 1 Bungendore High School SSD - Draft response to Submissions Report No.2 - December 2022 (Under Separate Cover)*
- Attachment 2 Bungendore High School SSD - Submissions Report No.2 (Under Separate Cover)*
- Attachment 3 Bungendore High School SSD - Council's Submission to the Response to Submissions Report - Submitted 14 October 2022 (Under Separate Cover)*
- Item 9.2 Modification Application DA.2020.1351.A - QPRC Regional Sports Complex, 210 Environa Drive, Environa
- Attachment 1 DA.2020.1351.A - Sec 4.55 Matters for Consideration - Modification Application - Amendments to Amenties Buildings - Regional Sports Complex - 210 Environa Drive, Environa (Under Separate Cover)*
- Attachment 2 DA.2020.1351.A - Plans - Modification Application - Amendments to Amenties Buildings - Regional Sports Complex - 210 Environa Drive, Environa (Under Separate Cover)*
- Item 9.3 Determination of Applications for the Local Heritage Places Grants 2022-23
- Attachment 1 Local Heritage Places Grants 2022-23 - Applications Form (Under Separate Cover)*
- Attachment 2 Local Heritage Places Grants 2022-23 - Guidelines (Under Separate Cover)*
- Item 9.4 Braidwood Structure Plan Discussion Paper
- Attachment 1 Discussion Paper for the Braidwood Structure Plan (Under Separate Cover)*
- Item 9.5 Main Street Grant Applications 2022/23
- Attachment 2 Main Street Upgrade Fund 2022-23 Guidelines (Under Separate Cover)*
- Item 9.6 NSW Planning Amendments for Agritourism
- Attachment 1 Agritourism Reforms Information Paper (Under Separate Cover)*
- Attachment 2 Previous Council Submission Agritourism Reforms 21 February 2022 (Under Separate Cover)*
- Attachment 3 Final Agritourism Nomination Form - Queanbeyan-Palerang November 2022 (Under Separate Cover)*
- Item 9.7 QPRC Sports Facilities Strategic Plan
- Attachment 1 Draft QPRC Sports Facilities Strategic Plan (Under Separate Cover)*
- Item 9.9 Contaminated Land Management Within QPRC - Proposed Adoption of Policy and Guidelines for Exhibition
- Attachment 1 Draft Contaminated Land Policy (Under Separate Cover)*

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- Attachment 2* *Draft Contaminated Land Guideline (Under Separate Cover)*
- Attachment 3* *Standard Remediation Action Plan for Private Properties (Under Separate Cover)*
- Attachment 4* *Map of Captains Flat Properties Requiring a 10.7 Notation for Possible Contamination. (Under Separate Cover)*
- Item 9.10 Exhibition of Draft Public Electric Vehicle Charging Infrastructure Policy
 - Attachment 1* *QPRC Public Electric Vehicle Charging Infrastructure Policy (Under Separate Cover)*
 - Attachment 2* *QPRC Public Electric Vehicle Charging Locality Plan (Under Separate Cover)*
- Item 9.13 Queanbeyan Integrated Water Cycle Management (IWCM) Report
 - Attachment 1* *IWCM Issues Paper (Under Separate Cover)*
 - Attachment 2* *IWCM Issues Paper Supplement (Under Separate Cover)*
 - Attachment 3* *IWCM Financial Analysis (Under Separate Cover)*
 - Attachment 4* *IWCM & QSTP Business Case Presentation (Under Separate Cover)*
- Item 9.16 QPRC Cultural Grant Application from Braidwood FM Inc.
 - Attachment 1* *Cultural Grant application - Heart of the Storm Podcasts (Under Separate Cover)*
 - Attachment 2* *Supporting Attachments to Cultural Grants application (Under Separate Cover)*
- Item 9.17 Cultural Grants Application - Queanbeyan Artist Residency Project
 - Attachment 1* *Cultural Grants Application_HAPI (Under Separate Cover)*
- Item 9.18 Library Local and Family History Collections Policy
 - Attachment 1* *Library Local and Family History Collections Policy (Under Separate Cover)*
- Item 9.19 Post-Exhibition Report - Library Strategy 2022-2026
 - Attachment 1* *Library Strategy 2022-2026 FINAL (Under Separate Cover)*
 - Attachment 2* *Response to Library Strategy by D McDonald (Under Separate Cover)*
- Item 9.20 Post-Exhibition Policy Report - Code of Meeting Practice
 - Attachment 1* *Code of Meeting Practice (Under Separate Cover)*
- Item 9.21 Post-Exhibition Policy Report - Parking and Enforcement Priority Policy
 - Attachment 1* *Parking and Enforcement Priority Policy (Under Separate Cover)*
- Item 9.22 Post-Exhibition Policy Report - Sustainable Design for Council Buildings and Shopping Trolley Management
 - Attachment 1* *Sustainable Design for Council Buildings Policy (Under Separate Cover)*
 - Attachment 2* *Shopping Trolley Management Policy (Under Separate Cover)*
- Item 9.23 Presentation of 2021-22 Audited Financial Statements
 - Attachment 1* *Annual Financial Statements 2021/22 (Under Separate Cover)*
 - Attachment 2* *Approval for Extension (Under Separate Cover)*
- Item 9.25 Investment Report - November 2022
 - Attachment 1* *Investment Report Pack - November 2022 (Under Separate Cover)*

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- Item 10.1 State Significant Development Application SSD 21184278 - Woodlawn Advanced Energy Recovery Centre - Council Submission
Attachment 1 Council Submission on Woodlawn Advanced Energy Recovery Centre Lodged 6 December 2022 (Under Separate Cover)
- Item 10.2 Land-Use Planning Projects / Activities - Status Report
Attachment 1 Land-Use Planning Projects/Activities - April to December 2022 (Under Separate Cover)
- Item 10.4 Regional Cities November 2022 Meeting
Attachment 1 Regional Cities NSW Draft Minutes - 10 November 2022 (Under Separate Cover)
- Item 11.1 Local Traffic Committee Meeting - December 2022
Attachment 1 LTC Minutes - 6 December 2022 (Under Separate Cover)
- Item 11.2 Audit, Risk and Improvement Committee Minutes November 2022
Attachment 1 ARIC Minutes - 29 November 2022 (Under Separate Cover)
- Item 11.3 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes
Attachment 1 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes - 19 September 2022 (Under Separate Cover)
Attachment 2 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes - 17 October 2022 (Under Separate Cover)

Closed Attachments

- Item 9.3 Determination of Applications for the Local Heritage Places Grants 2022-23
Attachment 3 Summary and Assessment of Applications-Local Heritage Grants 2022-23 (Under Separate Cover)
Attachment 4 Recommended Funding - Local Heritage Grants 2022-23 (Under Separate Cover)
- Item 9.5 Main Street Grant Applications 2022/23
Attachment 1 Summary Main Street Upgrade Fund Applications 2022-23 (Under Separate Cover)
- Item 9.24 2022-23 Borrowing Program
Attachment 1 Borrowings Quotation Dec 2022 (Under Separate Cover)
- Item 16.1 Tender Evaluation - Design & Construct Wright Park Amenities
Attachment 1 Tender Evaluation Report - Wright Park Amenities (Under Separate Cover)
- Item 16.2 Queanbeyan Sporting Gallery Advisory Committee Minutes 10 October 2022
Attachment 1 Queanbeyan Sporting Gallery - Membership Criteria (Under Separate Cover)
Attachment 2 Queanbeyan Sporting Gallery - Meeting Minutes - 10 October 2022 (Under Separate Cover)
Attachment 3 Queanbeyan Sporting Gallery - Nominated Inductees (Under Separate Cover)



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and at the Council Chambers, 253 Crawford Street, Queanbeyan on Wednesday, 23 November 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 Webster
Cr Willis
Cr Wilson

Staff:

R Ryan, General Manager
P Hansen, Director Infrastructure Services
M Thompson, Director Development and Environment
J Richards, Director Community, Arts and Recreation
K Monaghan, Director Corporate Services

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

There were no apologies.

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 9 November 2022

467/22

RESOLVED (Winchester/Wilson)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 9 November 2022 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

468/22

RESOLVED (Winchester/Willis)

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.

Cr Winchester declared a less than significant non-pecuniary interest in Item 9.2: Development Application DA.2022.1121 - Respite Care Centre - 16 Agnes Avenue, Crestwood, stating he was the former Vice President of Respite Care in Queanbeyan. Cr Winchester proposed to leave the Chambers when the Item is being considered.

Cr Willis declared a significant non-pecuniary interest in Item 16.1: Review of Expressions of Interest of Environment and Sustainability Advisory Committee, stating she is a partner of the specified person. Cr Willis proposed to leave the Chambers when the Item is being considered.

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.

469/22

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 5.52pm.

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.2022.1184 - Alterations and Additions to Braidwood Heritage Museum - 186 Wallace Street, Braidwood

470/22

RESOLVED (Willis/Taskovski)

That:

1. Council support a variation to the requirements of Part 7.30 of the Braidwood Development Control Plan 2006 by dispensing with the provision of on-site parking in this particular instance due to the following factors:
 - Access to the proposed development is severely constrained and substantially increasing the number of vehicle movements to and from the site would not be a desirable outcome.
 - The community benefits of the proposed development from both a heritage and social perspective mean that the utilisation of the site for Museum activities takes precedence over using that land for on-site carparking.
 - The existing on-street parking has capacity to absorb the additional parking demands generated by the development during its proposed hours of operation.
 - Disabled parking is able to be accommodated onsite.
2. Development application DA.2022.1184 for alterations and additions to the existing Museum, new visitor accommodation, cafe, office, sales area, artisan studios, landscaping and associated infrastructure works at Lot 1 DP86338, No.186 Wallace Street, Braidwood be granted conditional approval.

The resolution was carried unanimously.

The Mayor, having declared an interest in the following item, vacated the Chair and left the Chambers at 5.57pm. The Deputy Mayor assumed the Chair.

9.2 Development Application DA.2022.1121 - Respite Care Centre - 16 Agnes Avenue, Crestwood

471/22

RESOLVED (Wilson/Biscotti)

That:

1. Development application DA.2022.1121 for a construction of a community facility for use as a respite care centre on Lot 33, Lot 34 DP 14341 and Lot 35 DP 14341, No.16 Agnes Avenue, Crestwood be granted conditional approval.
2. Council actively seek grant funding to pursue Option A for the park embellishment, as endorsed by Council in 2020, including the construction of a new basketball court.

The resolution was carried unanimously.

The Mayor returned to the Chambers at 6.04pm and assumed the Chair.

9.3 Modification Application DA.2020.1022.D - Modification to Queanbeyan Civic and Cultural Precinct Development - 257 Crawford Street, Queanbeyan

472/22

RESOLVED (Grundy/Wilson)

That modification application DA.2020.1022.D for a public administration building including civic and cultural precinct, basement car parking, subdivision and ancillary infrastructure on Lot 2 DP 748338, Lot 18 DP 548244, Lot 1 DP 748338, Lot 1 DP 1179998, Lot 2 DP 1179998, Lot 5 DP 1179998, No.257 Crawford Street, Queanbeyan be granted approval in accordance with the original conditions of development consent as modified by the following:

Modify condition 1 to reflect the amended plans except as otherwise varied by any other conditions of the consent as follows (for clarity amendments are highlighted in grey):

Drawing Reference	Date
Plans prepared by Cox Architects	12.08.22
DA 01-01 Coversheet Drawing Index, revision 7	27.04.21
DA 10-01 Subdivision Plan Existing, revision 7	27.04.21
DA 11-01 Site Plan, revision 12	12.08.22
DA 13-01 Staging Plan, revision 8	27.04.21
DA 15-01 Demolition Plan, revision 9	12.08.22
DA 21-01 A Basement Plan, revision 12	12.08.22
DA 21-01 B Basement Plan, revision 1	12.08.22
DA 21-02 A Ground Plan, revision 12	12.08.22

DA 21-02 B Ground Plan, revision 1	12.08.22
DA 21-03 Mezzanine Plan, revision 10	27.04.21
DA 21-04 Level 1 Plan, revision 9	27.04.21
DA 21-05 Level 2 Plan Revision 9	27.04.21
DA 21-06 Level 3 Plans, revision 9	27.04.21
DA 21-07 Level 4 Plans, revision 9	27.04.21
DA 21-08 Level 5 Plans, revision 9	27.04.21
DA 21-09 Plant – Mechanical + Services, revision 8	27.04.21
DA 21-10 Roof Plans, revision 8	27.04.21
DA 30-01 Elevations, revision 8	27.04.21
DA 30-02 Elevations, revision 8	27.04.21
DA-30-03 Elevations, revision 4	12.08.22
DA-30-04 Elevations, revision 1	12.08.22
DA 31-01 Site Elevation, revision 7	27.04.21
DA 32-01 External Finishes Schedule, revision 6	27.04.21
DA 40-01 Sections, revision 6	27.04.21
DA 40-02 Sections, revision 7	27.04.21
DA-50-01 Basement Ramp, revision 3	12.08.22
DA-60-01 Bike Store – Ground Plan, revision 1	12.08.22
DA-60-02 Bike Store – Roof Plan, revision 1	12.08.22
DA 70-01 Solar Study, revision 5	27.04.21
DA 71-01 Shadow Diagram – Summer, revision 7	27.04.21
DA 71-02 Shadow Diagram Equinox, revision 7	27.04.21
DA 71-03 Shadow Diagram Winter Solstice, revision 7	27.04.21
DA 90-01 GFA Schedules, revision 8	27.04.21
DA 94-01 Signage Schedule, revision 6	27.04.21
Plan prepared by Indesco	
025 Ramp Plan Grade and Section, revision 1	04.07.22
030 Swept Path Analysis, revision 1	04.07.22
S080 Ramp Marking Plans, revision 1	04.07.22
S081 Ramp Sections and Details, revision 1	04.07.22
Other Documents	
Statement of Environmental Effects prepared by SMEC	07.05.21
Landscape Plans	Appendix B
Civil Plans	Appendix C

Traffic Assessment _QPRC – Rutledge Street Ramp Alterations and Lowe Street Car Park Access Closure	08.07.22
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For: Crs Winchester, Biscotti, Burton, Grundy, Livermore, Preston, Taskovski, Ternouth, Webster and Wilson
Against: Cr Willis

9.4 South Jerrabomberra Planning Proposal PP-2022-2258 - Rezoning of Rural Land to Residential Land - Result of Public Consultation and Agency Consultation

473/22

RESOLVED (Wilson/Biscotti)

That Council:

1. Note the outcomes of the recent public exhibition of the Planning Proposal for South Jerrabomberra being PP-2022-2258.
2. Adopt Planning Proposal PP-2022-2258.

The resolution was carried unanimously.

9.5 Draft QPRC Affordable Housing Strategy

MOVED (Willis/Webster)

That Council place the draft QPRC Affordable Housing Strategy and its background material on public exhibition for a minimum period of 60 days.

AMENDMENT (Grundy/Ternouth)

That consideration of the draft QPRC Affordable Housing Strategy be deferred until estimated costs are provided.

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

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

The motion (of Crs Willis and Webster) was PUT and CARRIED.

474/22

RESOLVED (Willis/Webster)

That Council place the draft QPRC Affordable Housing Strategy and its background material on public exhibition for a minimum period of 60 days.

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

9.6 Queanbeyan Showgrounds Cultural and Heritage Interpretation Plan

475/22

RESOLVED (Wilson/Willis)

That Council endorse the Queanbeyan Showground Cultural and Heritage Interpretation Plan to be placed on public exhibition to the end of January 2023 and the resulting Community Engagement Report come back to Council for consideration.

The resolution was carried unanimously.

9.7 Naming of New Off Lead Dog Area - Googong Neighbourhood 2

476/22

RESOLVED (Preston/Biscotti)

That Council endorse the name of "Scentral Bark" for the new dog park at Googong, Neighbourhood 2, Stage 14.

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

Against: Cr Willis

9.8 Proposed Transfer of a Crown Road (Brick Kiln Lane) to Council

477/22

RESOLVED (Willis/Livermore)

That Council object to the transfer of Brick Kiln Lane at Bendoura for the following reasons:

1. Council does not have the financial capacity to become the roads authority for this road.
2. Brick Kiln Lane at Bendoura does not meet the transfer criteria contained in Council's Crown Road Management Policy.
3. Council does not have the resources capacity to manage the administration of this road and any associated maintenance and repair requirements.

The resolution was carried unanimously.

9.9 Draft QPRC Bin Inspection and Contamination Policy

478/22

RESOLVED (Willis/Biscotti)

That Council:

1. Place the draft Bin Inspection and Contamination Policy on public exhibition in accordance with Council policies.
2. Receive a future report detailing the consultation process and outcomes.

The resolution was carried unanimously.

- 479/22 **9.10 Establishment of s355 Committee for Braidwood Common**
RESOLVED (Preston/Willis)
That Council agree to the establishment of a Section 355 Committee to manage the land currently referred to as Braidwood Common.

The resolution was carried unanimously.
- 480/22 **9.11 Annual Report - 2021-22**
RESOLVED (Wilson/Winchester)
That Council endorse the Annual Report 2021-22.

The resolution was carried unanimously.
- 481/22 **9.12 Reviewed Policies**
RESOLVED (Willis/Preston)
That Council place the following Policies on public exhibition for 28 days:
 - Corporate Sponsorship Policy
 - Footpath Management Policy
 - Cat Containment Policy
The resolution was carried unanimously.
- 482/22 **9.13 Memorandum of Understanding - 88 Wallace Street, Braidwood**
RESOLVED (Willis/Grundy)
That Council:
 1. Endorse the Memorandum of Understanding for the use of 88 Wallace Street, Braidwood by the Braidwood Heritage Museum for a period of 3 months, with the option to extend for a further 3 months if operationally suitable.
 2. Request a financial contribution towards electricity charges for the duration of the occupancy at the premises.
The resolution was carried unanimously.
- 483/22 **9.14 ACT-QPRC Statement of Intent**
RESOLVED (Taskovski/Wilson)
That Council authorise the Mayor to execute the ACT-QPRC Statement of Intent and Work Plan 2022.

The resolution was carried unanimously.

9.15 Quarterly Budget Review Statement for the Quarter Ending 30th September 2022

484/22

RESOLVED (Wilson/Willis)

That Council receive the September 2022 Quarterly Budget Review Statement and adopt the budget variations outlined in the report and note the opinion of the Responsible Accounting Officer in relation to Council's financial performance and projected year result is unsatisfactory.

The resolution was carried unanimously.

9.16 Loan Agreement - Common Seal of Council

485/22

RESOLVED (Preston/Willis)

That Council authorise the use of the Common Seal for the execution of the Loan Agreement with ANZ Bank.

The resolution was carried unanimously.

9.17 Investment Report - October 2022

486/22

RESOLVED (Willis/Grundy)

That Council:

1. Receive the Investment Report for the month of October 2022.
2. Note the investment return for October 2022 was \$1,241,816.
3. 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.

The resolution was carried unanimously.

9.18 Financial Sustainability Options and Revised Long Term Financial Plan

487/22

RESOLVED (Wilson/Biscotti)

That Council:

1. Endorse the draft Long Term Financial Plan 2022-32 for public exhibition.
2. Endorse the amendments to the 2022-26 Delivery Program for public exhibition.
3. Endorse the three proposed Special Rate Variation scenarios for community consultation with feedback to be considered at the Extraordinary Council meeting to be held on 1 February 2023.
4. Notify IPART of its intention to apply for a special variation.

The resolution was carried unanimously.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

- 488/22 **10.1 Community Consultation Captains Flat Replacement Playground**
RESOLVED (Preston/Willis)
That the report be received for information.
The resolution was carried unanimously.

- 489/22 **10.2 Outcome of Community Consultation - Nerriga Main Street Upgrade**
RESOLVED (Livermore/Webster)
That the report be received for information.
The resolution was carried unanimously.

- 490/22 **10.3 Finalisation of Power Purchase Agreement**
RESOLVED (Willis/Wilson)
That the report be received for information.
The resolution was carried unanimously.

- 491/22 **10.4 Councillor Workshops**
RESOLVED (Burton/Livermore)
That the report be received for information.
The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

- 492/22 **11.1 Minutes of the QPRC Sports Council Meeting - August 2022**
RESOLVED (Wilson/Biscotti)
That Council note the minutes of the QPRC Sports Council held on 8 August 2022.
The resolution was carried unanimously.

493/22

11.2 Disability Access Committee - November 2022

RESOLVED (Biscotti/Webster)

That Council:

1. Note the minutes of Disability Access Committee held on 1 November 2022.
2. Adopt recommendations DAC 04/2022 to 06/2022 from the meeting held on 1 November 2022.

DAC 04/2022 Communications team to seek feedback from the Access Committee on the accessibility of the QPRC website and systems before the end of 2022. Any suggestions to be reviewed and adopted where possible to improve usability and accessibility of content.

DAC05/2022 Communications team to commit to user beta testing with the Access Committee going forward when considering major changes to content or structure.

DAC06/2022 Events team to consult with Access Committee on their plan for community events in 2023. Suggestions to improve accessibility include incorporation of Auslan at major events, closed captions for recorded events, sensory spaces at festivals, all terrain wheelchairs, etc.

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

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

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

There were no presentations.

16. REPORTS FOR CLOSED SESSION

494/22

RESOLVED (From the Chair)

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 Review of Expressions of Interest for Environment and Sustainability Advisory Committee

Item 16.1 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 7.11pm to discuss the matters listed above.

Cr Willis, having declared an interest in the following item, left the Chambers at 7.11pm.

16.1 Review of Expressions of Interest for Environment and Sustainability Advisory Committee

495/22

RESOLVED (Livermore/Preston)

That:

1. Council endorse the appointment of the following five community members to the new QPRC Environment and Sustainability Advisory Committee:
 - Daryl Crapp (Karabar)
 - Margaret Sewell (Greenleigh)
 - Felicity Sturgis (Braidwood)
 - Carolyn Larcombe (Googong)
 - Tony Hill (Mount Fairy)
2. Queanbeyan Landcare's nomination of Tom Baker be accepted.

The resolution was carried unanimously.

Cr Willis returned to the Chambers at 7.13pm.

496/22

RESOLVED (Winchester/Preston)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.16pm.

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

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

17. CONCLUSION OF THE MEETING

The time being 7.17pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER
MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 State Significant Development - SSD - Bungendore High School - Proposed Council Submission Following Exhibition of Response to Submissions Report No.2 (Ref: ; Author: Thompson/Thompson)

File Reference: PR.2021.1044

Recommendation

That:

1. Council advise the NSW Department of Planning that following the exhibition of the Response to Submissions Report No.2 Council maintains its objections to the proposal for the development of the new Bungendore High School (SSD-14394209) for the reasons detailed in Attachment 1 of this report, noting that subject to satisfactory resolution of these items Council may withdraw its objection to the proposal.
 2. Attachment 1 be forwarded to the Department as Council's formal submission on the proposal following release of the Response to Submissions Report No.2.
 3. Council provide a copy of its amended recommended conditions of consent for the new Bungendore High School as detailed in Schedule 2 within Attachment 1 of this report.
-

Summary

This report recommends that Council make a further submission to the NSW Department of Planning following the exhibition of the Response to Submissions Report No.2 and amended plans for the Bungendore High School on

The proposed response is provided in Attachment 1 and needs to be submitted by the close of business on Friday 23 December 2022.

Background

In September and October 2021, the State Significant Development Application (SSD) for the Bungendore High School was placed on public exhibition. At its meeting of 27 October 2021 Council resolved to make a submission to the NSW Department of Planning indicating its objections to the proposed High School and recommending proposed conditions of consent should the application be approved.

Council's submissions, along with all the other organisation and community submissions were considered and responded to in a Response to Submissions Report prepared by Schools Infrastructure NSW (SINSW).

At its meeting of 12 October 2022 Council considered this Response to Submissions Report and determined to submit a further objection to the proposal. This was submitted on the 14 October 2022 (Attachment 2).

Since that time a further Response to Submissions Report No.2 has been prepared and was placed on exhibition on 1 December 2022 (Attachment 3).

Council now has an opportunity to respond to the Response to Submissions Report No.2 and discussed the likely content of a draft submission at a workshop on 7 December 2022.

The time frame for lodging submissions has been extremely tight. Submissions closed on Thursday 8 December 2022, and Council sought an extension to allow the submission to be considered at a full meeting of Council. Although Council has been granted an extension to

9.1 State Significant Development - SSD - Bungendore High School - Proposed Council Submission Following Exhibition of Response to Submissions Report No.2 (Ref: ; Author: Thompson/Thompson) (Continued)

lodge its submission by 23 December 2022 a preliminary submission was made by 8 December 2022 confirming Council's continued objection to the proposal.

The proposed submission on the Response to Submissions Report No.2 is provided in Attachment 3 and is structured in such a way that it lists:

- The issue raised in Council's submission of 14 October 2022.
- A summary of SINSW's most recent response to that submission.
- Comments from Council staff on that response.
- The recommended response Council should now make.

The issues covered in Council's proposed submission are shown below with a summary of the proposed action.

<i>Issue</i>	<i>Summary of Proposed Action</i>
• Permissibility	Maintain objection
• Crown Land Impacts	Maintain objection
• Utilities	
○ Water	No further comment
○ Sewer	No further comment
○ Stormwater	No further comment
• Erosion and Sediment Control	Applicant agrees with condition
• Roads and Traffic	
○ Parking	Resubmit Objection on basis of shortfall in parking but with support for amended parking arrangements
○ Roundabouts	Objection withdrawn
○ Traffic Report	Objection stands as requested report not completed
• Student Pick-Up and Drop-off	Objection withdrawn
• Public Transport	No further comment
• Access to 16 Majara Street	Condition requested
• Crossings and Pedestrian Movement	
○ Crossings	Remove condition request
○ Turallo Terrace Crossing	Objection withdrawn
○ Pedestrian Links	Remove condition request
• Waste Collection and Deliveries	Condition requested
• Entrance and Access	No further comment
• Flooding	No further comment

9.1 State Significant Development - SSD - Bungendore High School - Proposed Council Submission Following Exhibition of Response to Submissions Report No.2 (Ref: ; Author: Thompson/Thompson) (Continued)

• Developer Contributions	No further comment
• Bushfire Assessment	No further comment
• Fire Services and Disability Access	No further comment
• Section 68 Approvals	Applicant agrees with condition
• Building Design and Amenity	No further comments
• Heritage	
○ Building A	No further comment
○ Digital Sign	No further comment
○ Fencing at Heritage Cottages	No further comment
○ Rotunda and Bush Balladeers Stone Memorial	Applicant agrees with condition
• Maintenance and Use of Mick Sherd Oval and Games Courts	No further comment
• Contamination	No further comment
• Other Matters	No further comment
• Environmental Health Matters	No further comment
• Tree Protection	Applicant agrees with condition

Risk/Policy/Legislation Considerations

The consent authority for this development is the NSW Department of Planning. Council has the opportunity to make submissions like other stakeholders, but ultimately the weight given to Council's submissions is a matter for the assessing officer from the Department.

Financial, Budget and Resource Implications

In preparing its submissions Council has maintained its position that it should not be out of pocket for any costs incurred in constructing the High School. This is particularly relevant to providing sufficient and formal parking, extending and altering Council's water, sewer and drainage infrastructure, maintaining Council facilities used by the school and ensuring that Council does not have to retrofit infrastructure as a result of traffic impacts resulting from the school's operation.

It is considered important that the consent authority be aware of the arrangements in place relating to the compulsory acquisition of the land. While the compulsory acquisition process has been implemented, the issue of funding and agreement of a compensation payment to Council has not. This will be reiterated in the cover letter to the submission.

In addition, the cover letter will mention that the use arrangements for Mick Sherd Oval still need to be finalised.

Links to QPRC/Regional Strategic Plans



A High School for Bungendore has been a high priority issue for a number of years in Bungendore and will provide a much needed facility for high school students residing in and around Bungendore.

9.1 State Significant Development - SSD - Bungendore High School - Proposed Council Submission Following Exhibition of Response to Submissions Report No.2 (Ref: ; Author: Thompson/Thompson) (Continued)

Conclusion

Council's submissions are an important tool to assist the Department of Planning in assessing the impacts of the proposed High School and to provide assistance with imposing conditions to minimise the impacts of the development during both its construction and continued operations. Council should therefore make every effort to ensure its submission is submitted within the required time frame.

Attachments

- | | |
|--|---|
| Attachment 1 | Bungendore High School SSD - Draft response to Submissions Report No.2 - December 2022 (<i>Under Separate Cover</i>) |
|  Attachment 2 | Bungendore High School SSD - Submissions Report No.2 (<i>Under Separate Cover</i>) |
|  Attachment 3 | Bungendore High School SSD - Council's Submission to the Response to Submissions Report - Submitted 14 October 2022 (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.2 Modification Application DA.2020.1351.A - QPRC Regional Sports Complex, 210 Environa Drive, Environa (Ref: ; Author: Thompson/Tonner)

File Reference: DA.2020.1351.A

Recommendation

That modification application DA.2020.1351.A for changes to the proposed amenities buildings at the QPRC Regional Sports Complex at 210 Environa Drive, Environa , be granted conditional approval subject to the plan references in Schedule 1 of the conditions being amended to reflect the modified plans.

Summary***Reason for Referral to Council***

This application has been referred to Council because the development is on Community Land and under Section 47E of the *Local Government Act 1993*, the application must be determined by the full Council (i.e. not under delegation).

Proposal:	Modification to DA to construct Recreation Facilities (Indoor and Outdoor) and landscaping. The modification includes amended floor plan and increased roof height to the major and minor pavilions.
Applicant/Owner:	Queanbeyan-Palerang Regional Council / Queanbeyan-Palerang Regional Council
Subject Property:	Lot 1 DP1282459, 210 Environa Drive, Environa
Zoning and Permissibility:	C2 Environmental Conservation, IN2 Light Industrial, RU2 Rural Landscape under Queanbeyan Local Environmental Plan (West Jerrabomberra) 2013
Public Submissions:	Nil - the modification was not required to be notified.
Issues Discussed:	<ul style="list-style-type: none">• Planning requirements• Maximum building height of 12m not exceeded
Disclosure of Political Donations and Gifts:	Applicant declared no donations or gifts to any Councillor or staff have been made

Background

DA.2020.1351 for the Construction of Recreation Facilities (Indoor and Outdoor) was identified as regionally significant development and approved by the Southern Regional Planning Panel on 30 May 2022.

The development included construction of:

- a basketball stadium;
- a major sports pavilion;
- two minor sports pavilions; and
- reconstruction of the stone amenities building to a shelter.

9.2 Modification Application DA.2020.1351.A - QPRC Regional Sports Complex, 210 Enviroana Drive, Enviroana (Ref: ; Author: Thompson/Tonner) (Continued)

Associated works to that development were approved under a Review of Environmental Factors (REF) under Part 5 of the *Environmental Planning and Assessment Act 1979* (EP&AA). These included:

- Bulk earthworks across the site;
- Construction of playing fields and associated amenities;
- Road works and car parking; and
- Landscaping and creek revegetation.

The earthworks and civil works are well underway as shown in the aerial photograph in Figure 1 below.



Figure 1 – Aerial view of construction works at the QPRC Regional Sports Complex

Proposed Modification

The modification to the approved development to construct Recreation Facilities (Indoor and Outdoor) includes the following changes:

Minor Pavilion

- Change to roof pitch from 2° to 10°
- Increase in roof height by 0.9m to 4.66m
- Amended floor plan (no change in area)

9.2 Modification Application DA.2020.1351.A - QPRC Regional Sports Complex, 210 Enviroña Drive, Enviroña (Ref: ; Author: Thompson/Tonner) (Continued)

Major pavilion

- Change to roof pitch from 2° to 10°
- Increase the roof height from 6.650m to 7.775m
- Amended floorplan (reduction in floor area from 1185m² to 1036.36m²)

The changes to the roof pitch are to provide for truss construction which result in a more flexible and cost effective method of roof construction. It has also improved the visual aesthetics of the building.

The changes to the internal floor plan are to improve compliance with the Disability Discrimination Act requirements.

Subject Property

The subject property is known as 210 Enviroña Drive, Enviroña and legally described as Lot 1 DP1282459. The site was the former Tralee Speedway. Access to the site is provided from Enviroña Drive. There is a known heritage item on the site and its relocation and reconstruction was assessed under the original DA. The site is shown in Figure 2 below. The location of the pavilions being modified is shown in Figure 3.

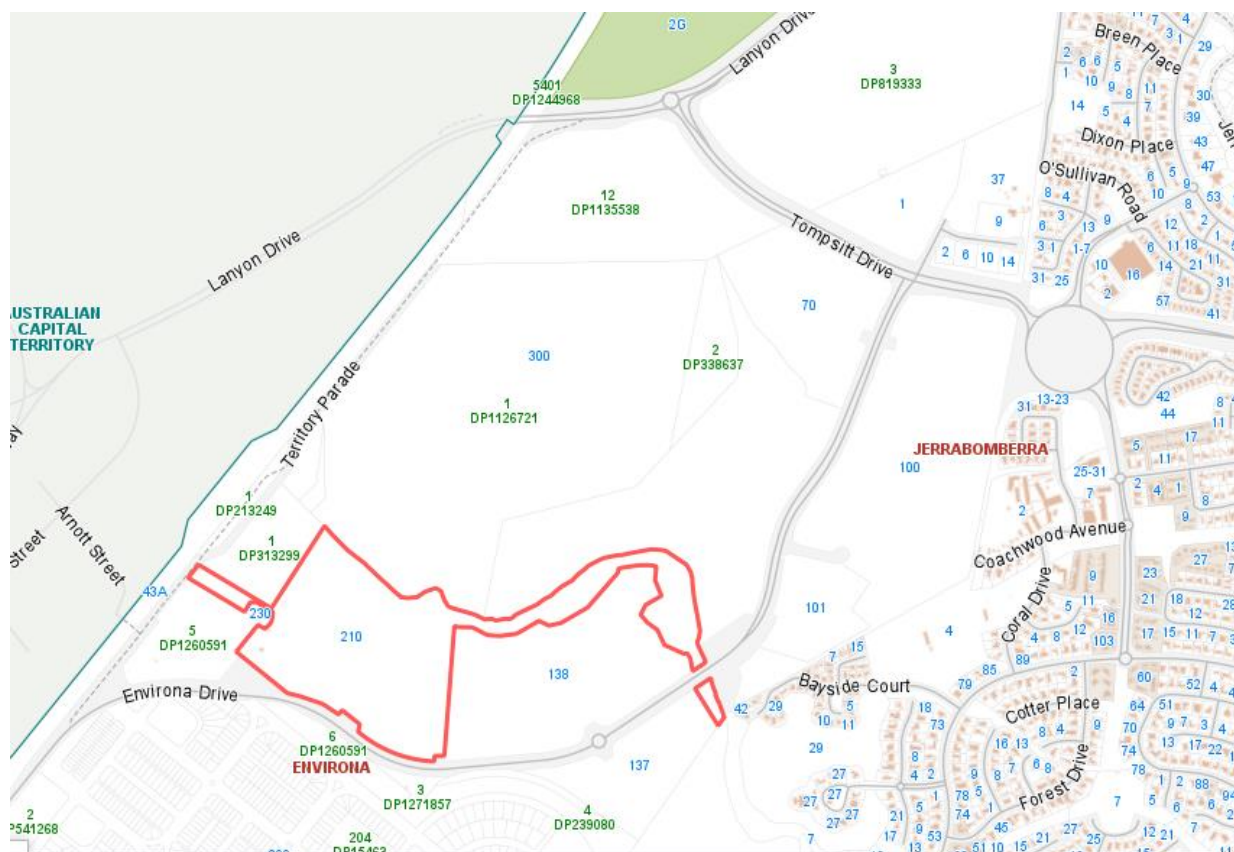


Figure 2 – Site of Regional Sports Complex

9.2 Modification Application DA.2020.1351.A - QPRC Regional Sports Complex, 210 Envirova Drive, Envirova (Ref: ; Author: Thompson/Tonner) (Continued)

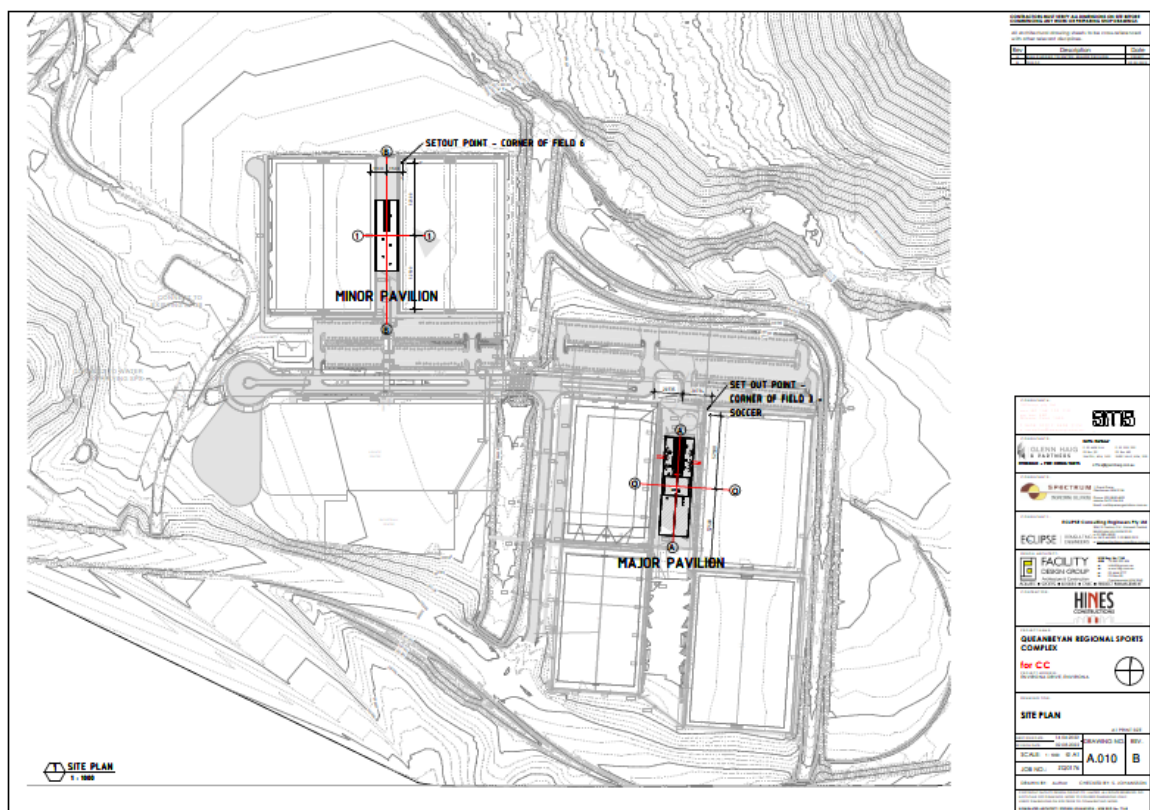


Figure 3 – Location of Minor and Major Pavilions

Planning Requirements

Assessment of the application has been undertaken in accordance with Section 4.15 and 4.55 of the EP&AA. The matters that are of relevance are summarised in the attached *4.55 Matters for Consideration Table (Attachment 1)*.

Section 4.55(1A) Modification of Consent—Minimal Environmental Impact

Under Section 4.55(1A) the proposed modification will have a minimal environmental impact with no impact on the subject site or on adjoining properties in relation to height, loss of privacy, overshadowing, noise, or other emissions.

The following planning instruments have been considered in the planning assessment:

1. *State Environmental Planning Policy (Planning Systems) 2021*
2. *State Environmental Planning Policy (Resilience and Hazards) 2021*
3. *State Environmental Planning Policy (Transport and Infrastructure) 2021*
4. *Queanbeyan Local Environmental Plan (West Jerrabomberra) 2013 (LEP)*
5. *Queanbeyan-Palerang Regional Local Environmental Plan 2022 (QPRC LEP)*
6. *South Jerrabomberra Development Control Plan 2015 (SJDGP)*
7. *Queanbeyan Development Control Plan 2012 (QDCP)*

The development generally satisfies the requirements and achieves the objectives of these planning instruments. There are no significant issues relating to the modification of the development for the Council's consideration.

9.2 Modification Application DA.2020.1351.A - QPRC Regional Sports Complex, 210 Enviroana Drive, Enviroana (Ref: ; Author: Thompson/Tonner) (Continued)

(a) Compliance with LEP

The proposed modification complies with the relevant LEP's and objectives.

The relevant development standard is Clause 4.3 – Height of Buildings.

Cl.	Standard	Controls	Existing Approved Height	Proposed Modification	Complies
4.3	Height of Building	12m	Major Pavilion – 4.85m Minor Pavilion – 3.80m	Major Pavilion – 7.78m Minor Pavilion – 4.66m	Yes

(b) Compliance with South Jerrabomberra DCP and Queanbeyan DCP

The proposed modification complies with the South Jerrabomberra DCP and the Queanbeyan DCP.

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

The Queanbeyan-Palerang Regional LEP commenced on the 14 November 2022. The modified application DA.2020.1351.A was lodged on 15 September 2022. Clause 1.8A Savings provisions relating to development applications states “*If a development application has been made before the commencement of this Plan ...the application must be determined as if this Plan had not commenced.*” As such the application was assessed under the *Queanbeyan Local Environmental Plan (West Jerrabomberra) 2013* (LEP) that was in force at the time.

Financial Implications

Nil

Engagement

The modified application did not require notification under the Community Engagement and Participation Plan as the proposed modifications were assessed as not having any significant additional environmental impact.

Links to QPRC/Regional Strategic Plans

The Regional Sports Complex forms an important element in the completion of the present QPRC Sports Facilities Strategic Plan.

Conclusion

Modification application DA.2020.1351.A has been submitted to amend the floor plans and increase the height of the minor and major pavilions of the QPRC Regional Sporting Complex located on Lot 1 DP 1282459 , 210 Enviroana Drive, Enviroana.



The modified application has been assessed under 4.55 (1A) and 4.15 of *Environmental Planning & Assessment Act 1979* including the relevant provisions of *Queanbeyan Local Environmental Plan (West Jerrabomberra) 2013*, *the Queanbeyan-Palerang Regional Local Environmental Plan 2022*, *South Jerrabomberra Development Control Plan 2015* and *Queanbeyan Development Control Plan 2012*.

The modified application involves minimal environmental impact and is substantially the same development. It does not increase the overall footprint of the buildings and the increase in height is well below the maximum 12m height limit.

9.2 Modification Application DA.2020.1351.A - QPRC Regional Sports Complex, 210 Environa Drive, Environa (Ref: ; Author: Thompson/Tonner) (Continued)

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

Attachments

- | | |
|---|--|
| Attachment 1 | DA.2020.1351.A - Sec 4.55 Matters for Consideration - Modification Application - Amendments to Amenties Buildings - Regional Sports Complex - 210 Environa Drive, Environa (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | DA.2020.1351.A - Plans - Modification Application - Amendments to Amenties Buildings - Regional Sports Complex - 210 Environa Drive, Environa (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.3 Determination of Applications for the Local Heritage Places Grants 2022-23
(Ref: ; Author: Thompson/Jansen)**

File Reference: 26.5.1-22

Recommendation

That Council adopt the recommendations to provide funding under the Local Heritage Places Grant Program to the applications as listed in Attachment 4.

Summary

The purpose of this report is to consider and determine the applications received by Council for the QPRC Local Heritage Places Grants 2022-23.

Background

In conjunction with the NSW Heritage Office, a Local Heritage Places Grant Program has been established by Council. The funding is provided by Council and NSW Heritage Office and is offered to owners of heritage properties as a contribution towards costs for work they are undertaking to improve or maintain the values of such properties.

The grants are available for work on heritage properties listed in Council's local environmental plan, including properties within identified heritage conservation areas at Queanbeyan and Braidwood. The aim of the project is to encourage and support owners of heritage properties who undertake work to maintain and promote the values of those items.

Applicants must lodge a completed application form (Attachment 1) together with at least 2 quotes for the proposed works they intend to undertake. Successful applicants must contribute at least 50% towards the costs of any proposed works and must meet certain criteria as outlined in Council's guidelines for the program (Attachment 2).

A summary and assessment of the applications received for 2022/23 is provided at Attachment 3. A total of 6 applications were received following advertising in August 2022 with the closing date being 14 October 2022.

The applications were initially assessed against the guidelines by staff from the Land Use Planning Branch as well as Council's Heritage Advisor. A detailed summary of the supported applications and their recommended funding is provided in Attachment 4.

Successful applicants will be notified and given a set time in which to complete their proposed works. They will be required to meet certain conditions which are set out in a funding agreement.

Risk/Policy/Legislation Considerations

Successful applicants will be required to submit a signed Project Funding Agreement and are required to comply with a set of conditions.

9.3 Determination of Applications for the Local Heritage Places Grants 2022-23 (Ref: ; Author: Thompson/Jansen) (Continued)

Financial, Budget and Resource Implications

A total budget of \$22,000 is available for the 2022/23 Local Heritage Grants Program and the total amount is recommended to be allocated. The project is part funded by the NSW Office of Heritage which provides funding up to a maximum of \$6,250.

The remainder is funded by Council. All projects must be completed by 21 April 2023 to enable Council to claim the monies. If the recommendations are approved the grant funding for the 2022-23 year will be fully subscribed.

Links to QPRC/Regional Strategic Plans

The Local Heritage Places Grants program supports Strategy 3.2 of Council's Community Strategic Plan 2042, which seeks to protect, promote and enrich the heritage and traditional values of the area.

Conclusion

The Local Heritage Places Grants provide funding for local property owners to use for the maintenance and repair of important local heritage items and/or items within a heritage conservation area.

Staff are recommending the proposed grants for 2022/23 be supported.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Local Heritage Places Grants 2022-23 - Applications Form (<i>Under Separate Cover</i>) |
| Attachment 2 | Local Heritage Places Grants 2022-23 - Guidelines (<i>Under Separate Cover</i>) |
| Attachment 3 | Summary and Assessment of Applications-Local Heritage Grants 2022-23 (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 4 | Recommended Funding - Local Heritage Grants 2022-23 (<i>Under Separate Cover</i>) - CONFIDENTIAL |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.4 Braidwood Structure Plan Discussion Paper (Ref: ; Author: Thompson/Blacklock)

File Reference: PJT0060-01 – Land use planning – Planning Strategies - Braidwood Structure Plan

Recommendation

That Council endorse the Braidwood Structure Plan Discussion Paper for public exhibition.

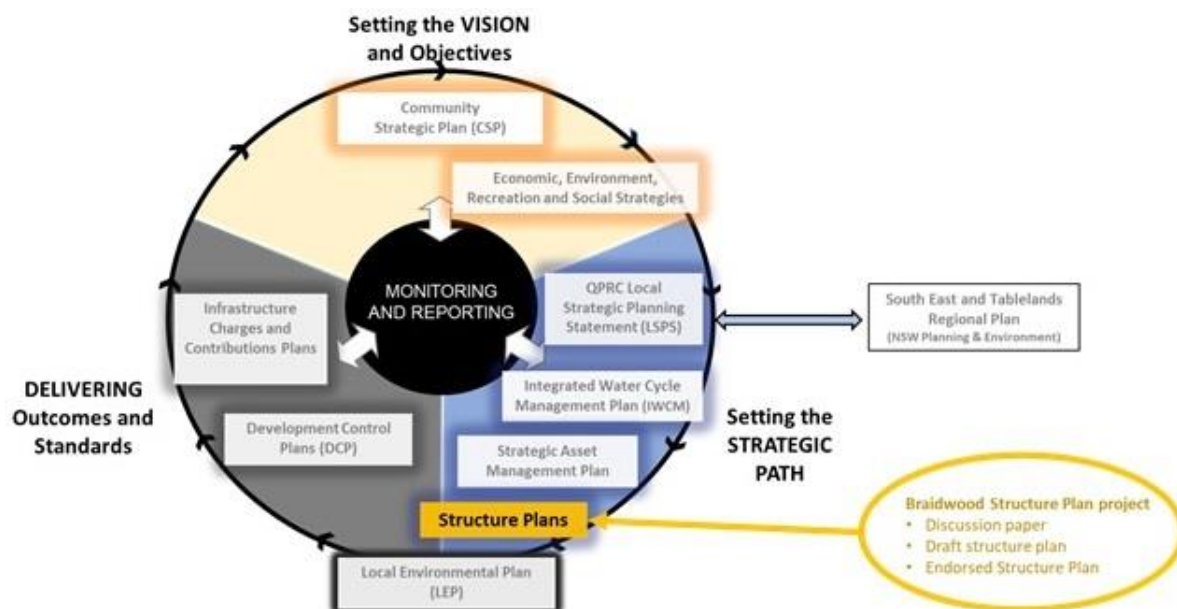
Summary

The Braidwood Structure Plan Discussion Paper is the first milestone for the Braidwood Structure Plan project. The paper collates Braidwood specific data related to land use change and population growth and is intended to commence the conversation with the community and government agencies. This report recommends that the Discussion Paper be endorsed for public exhibition for 2 months.

Background

The forward planning for managing land use change and future growth requirements in Braidwood has been identified as a strategic planning priority. Council's Local Strategic Planning Statement Towards 2030 includes its preparation as an action and articulates the work to be a Structure Plan. Council's resolution from 13 December 2017 required the inclusion of bypass options as part of the preparation of the Structure Plan.

The context of where Structure Plans fit within the land use planning sphere in QPRC is outlined in the diagram below.



Context of Strategic Land-Use Planning at QPRC

The purpose of a Structure Plan is to provide guidance and policy documents for the future land uses required for growth and change for a town. Typically, they have long timeframes of between 20-30 years and are used to guide the consideration of rezoning of land as well as the provision of infrastructure and services in an efficient and coordinated manner.

9.4 Braidwood Structure Plan Discussion Paper (Ref: ; Author: Thompson/Blacklock) (Continued)

Given the long timeframe that Structure Plans deal with and their focus on managing change, it is important for community involvement in their preparation. The preparation of a discussion paper is one of the first parts of this process. This process was also used for the Bungendore Structure Plan project.

Report

The Braidwood Structure Plan Discussion Paper and the Braidwood Structure Plan will focus on the township of Braidwood and land within 5km of the town centre. The purpose of this discussion paper is to establish the current land use patterns and demographic trends in Braidwood, and to identify the strengths, weaknesses, opportunities and threats for future land use policy directions. The discussion paper will also present various possible scenarios for future growth and is the basis upon which to commence community consultation regarding the future land-use planning of Braidwood. This will ensure that the foundation and general direction of future growth on which the Structure Plan is based, is agreed upon with the community before the drafting of Structure Plan is commenced. The Discussion Paper may also identify areas of further studies and review of policies.

The data used in discussion paper includes a mix of statistical and spatial data including:

- Infrastructure
- Demographics
- Census and id profile
- Employment
- Development activity
- Housing
- Environmental
- Heritage
- Land use.

The Discussion Paper has the following structure:

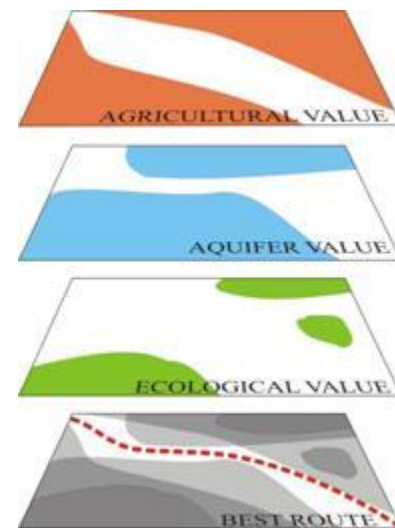
- Introduction
- Legislative Context
- History and Character
- Community
- Services and Facilities
- Social, Recreational & Community
- Environmental Factors
- Natural Hazards
- Economy and Employment
- Infrastructure
- Transport
- Urban Landscape
- Development Activity and Opportunities
- Growth Rates and Residential Land Requirements
- Key Findings
- Strategies for Implementation
- Next Steps.

The Discussion Paper also incorporates the “Our Vision for Braidwood and Surrounding Region” a visionary document prepared by the Braidwood and Villages Business Chamber, Braidwood and Villages Tourism, student representatives and the Braidwood Community Association

9.4 Braidwood Structure Plan Discussion Paper (Ref: ; Author: Thompson/Blacklock) (Continued)

The key demographics show an aging population for Braidwood and a range of historic population growth ranging from 0.8% to 2.6%. Projecting forward with a growth rate of 2.5% shows the need for some additional land for housing. The spatial data of the various environmental, infrastructure, hazards and land use factors has been used in Geographic Information Systems (GIS) modelling to generate a more sophisticated version of Ian McHarg's pioneering suitability analysis. This analysis can provide options for consideration for areas that may be appropriate for future investigation for urban growth based on constraints and opportunities. The discussion paper provides a map of this information for discussion purposes.

This process of GIS modelling has also been used to provide some conceptual options for vehicle bypass routes for Braidwood. This was the subject of a report to Council's meeting of 9 November 2022 (Item No. 9.2).



The Discussion Paper poses many questions for the community and agencies to contemplate as part of informing the preparation of the Structure Plan. It is the starting point for the discussion. It is proposed that a public exhibition period of 2 months will allow for these conversations with a variety of methods of engagement from online information to in person forums.

Risk/Policy/Legislation Considerations

The Discussion Paper's purpose is to inform the preparation of the Braidwood Structure Plan which will be a policy of Council to guide land use planning decisions for the next 30 years for Braidwood.

Financial, Budget and Resource Implications

Resource implications involve the use of staff time in preparing the paper and will also be used during the consultation period.

Funding options through developer contribution plans for future development are outlined in the discussion paper.

The future Structure Plan will require review of the IWCM and subsequent future financial and resourcing for any upgrades of infrastructure to accommodate growth. The funding requirements are to be factored in the review and update of section 64 Developer Servicing Plans.

9.4 Braidwood Structure Plan Discussion Paper (Ref: ; Author: Thompson/Blacklock) (Continued)

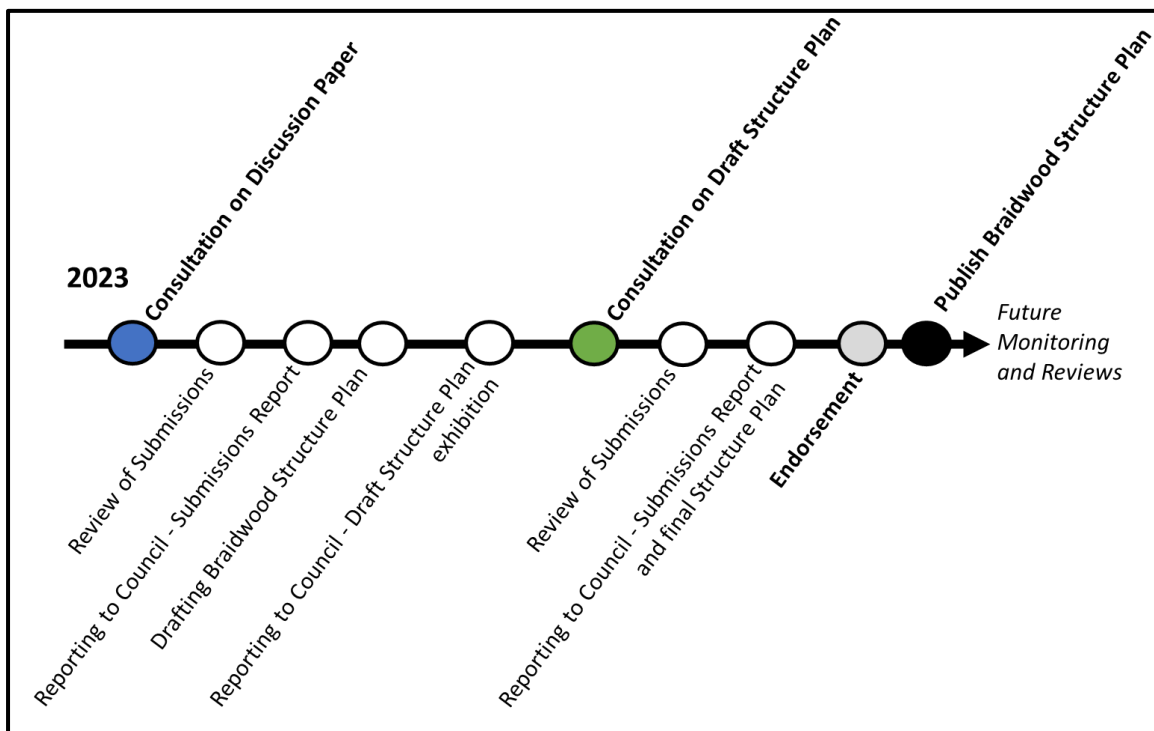
Links to QPRC/Regional Strategic Plans

The context of the Discussion Paper and the Braidwood Structure Plan project with the QPRC and Regional Strategic Plans is shown in the diagram earlier in the report. The Discussion paper is part of actioning the priorities identified in Council's Local Strategic Planning Statement.

Conclusion

The Braidwood Structure Plan has been identified as a priority in the QPRC Local Strategic Planning Statement. The preparation of the Discussion Paper with the accompanying conceptual options for vehicle bypass is one of the first milestones of the project. The Discussion Paper is a collation of Braidwood specific data and information relating to land use. It identifies implications and trends for Braidwood's land use change and growth. The purpose of the paper is to commence the conversation with the community and government agencies to inform the preparation of the Structure Plan for the town of Braidwood. Public exhibition of the Discussion Paper is proposed for 2 months.

It is recommended that the document be endorsed for public exhibition. The document will then have the final graphic design completed and be published for exhibition in early 2023. This allows the commencement of the conversation with the community on the drafting of the Braidwood Structure Plan. It is also the opportunity for government agency views to be sought. The diagram below outlines the main steps for the rest of the project.



Next steps in preparation of Braidwood Structure Plan

Attachments

Attachment 1



Discussion Paper for the Braidwood Structure Plan (*Under Separate Cover*)

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.5 Main Street Grant Applications 2022/23 (Ref: ; Author: Thompson/Brown)

File Reference: 26.5.1-23

Recommendation

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

Summary

Council staff have assessed applications received from the community under the Main Street Upgrade Fund 2022/23. Recommendations for funding under the program are set out in Attachment 1.

Background

Council has offered grant funding under the Main Street Upgrade Fund for the 2021/22 and 2022/23 financial years. The funding is for projects that involve upgrading and maintenance to commercial buildings located in the main streets of Queanbeyan, Bungendore or Braidwood. Under the program Council agrees to meet up to 50% of the costs associated with proposed works (generally up to a maximum of \$10,000) with owners making up the remaining costs.

The relevant guidelines for applying under the grant program are provided at Attachment 2.

The previous funding program for 2021/22 was largely successful with Council subsequently supporting nine applications with a collective value of \$68,595. Six of these projects were located in Braidwood, two in Bungendore and one in Queanbeyan.

Council staff have recently sought applications for the 2022/23 financial year and have subsequently received three applications. A summary of these applications is provided at Attachment 1 (under separate cover).

Report

As noted, Council staff have undertaken an assessment of the applications received from the community and have also sought advice from Council's Heritage Advisor in respect of the merits of each application (given all applications are located within the heritage conservation area in Braidwood).

Two of the applications are considered to have merit and staff are recommending a total \$16,120 be allocated to the two applications as set out in Attachment 1.

It is recommended one application not be supported in this instance. This is in response to that property being the subject of ongoing unapproved works and having a formal stop-work order issued by Council in place at this time. It is not considered appropriate that public funds be made available to property owners that have not demonstrated a willingness to undertake works consistent with the relevant planning legislation.

**9.5 Main Street Grant Applications 2022/23 (Ref: ; Author: Thompson/Brown)
(Continued)**

Risk/Policy/Legislation Considerations

As noted below the program is consistent with one of the Strategic Objectives of the Community Strategic Plan 2042. The key risk from a Council's perspective is that these projects either don't proceed or don't proceed in a timely manner. An emerging risk (which has been experienced in past programs of a similar nature) is a lack of interest from the business communities.

Financial, Budget and Resource Implications

The total funding proposed in this instance (\$16,120) is below the allocated funding for the program of \$150,000 for this financial year.

Links to QPRC/Regional Strategic Plans

Consistent with the following strategic objective of Council's Community Strategic Plan 2042:

- 2.1 Our city, town and village centres are dynamic and thriving places that attract economic activity through the revitalisation of centres, focus on tourism and improved digital connectivity.

Conclusion

It is recommended the proposed funding under the Main Street Upgrade Fund for the 2022/23 financial year be approved.

Council staff are also considering the merits of converting the funding program back to its original purpose for future years with the intent of directly supporting owners of heritage listed properties noting that monies for this program were originally being used for the Special Heritage Fund. This will be further discussed with the Executive and the Heritage Advisory Committee and a report presented to Council for consideration in the near future.

Attachments

- | | |
|--------------|---|
| Attachment 1 | Summary Main Street Upgrade Fund Applications 2022-23 (<i>Under Separate Cover</i>) - CONFIDENTIAL |
| Attachment 2 | Main Street Upgrade Fund 2022-23 Guidelines (<i>Under Separate Cover</i>) |



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.6 NSW Planning Amendments for Agritourism (Ref: ; Author: Thompson/Brown)

File Reference: 26.1.3-05

Recommendation

That Council agree to the proposed land use planning changes set out in Attachment 3 of this report in respect of implementing the NSW Government's Agritourism Reforms.

Summary

The Department of Planning & Environment (DPE) is currently progressing reforms in respect of promoting agritourism in rural areas of the State. These reforms are intended to make it easier for farmers to use their land for agritourism to complement their existing businesses, and to support the resilience and recovery of regional and rural communities from natural disasters and unexpected events. An overview of these reforms is provided at Attachment 1.

Background

Council has previously provided advice to DPE about the agritourism reforms consistent with its resolution of 9 February 2022 (**Resolution No 061/22**). A copy of Council's submission at the time is provided at Attachment 2.

Since Council's previous submission, DPE has reviewed the various submissions received about the proposed reforms during the formal exhibition period. As a consequence, DPE has proposed a number of amendments to the reform package and is seeking further confirmation and advice from Council in respect of those additional changes.

Report

Council has completed the nomination form supplied by DPE and this is shown at Attachment 3. In summary, the following additional advice has been provided:

- **Including additional zones where agritourism can be undertaken** – DPE has requested Council suggest other zones where the reforms can be applied. Council previously advised agritourism should be made permissible in the RU1 Primary Production, RU2 Rural Landscape, R5 Large lot Residential, C3 Conservation Management and C4 Conservation Living zones. Having reviewed that advice, staff are now recommending the permissibility of agritourism not be extended to the R5 Large Lot Residential zone as uses such as 'farm gate premises' and 'farm experience premises' are likely to be incompatible with the predominantly residential uses occurring in that zone.
- **Inclusion of optional planning clauses** – Council staff are recommending the optional revised clauses for both 'farm stay accommodation' and 'farm gate premises' be included in Council's local environmental plan. This will ensure relevant planning matters are considered before consenting to such land uses. This is considered particularly important in addressing the potential for land use conflict and amenity impacts with neighbouring operations.
- **Additional objectives for optional planning clauses** – It is also recommended that an additional objective be added to each of these clauses to assist in ensuring amenity impacts on surrounding land uses are considered and addressed. Staff are recommending the following objective be added to each clause *'To ensure that (farm stay accommodation or farm gate premises) for which development consent is required will not have an adverse impact on the amenity of surrounding land uses'*.

**9.6 NSW Planning Amendments for Agritourism (Ref: ; Author: Thompson/Brown)
(Continued)**

- **Confirming permissibility of land uses in different zones** – As mentioned, Council has previously confirmed the proposed agritourism uses in each zone under Council's LEP in its advice of February 2022. Council has been given the opportunity to review those and is proposing the following (as shown on Page 3 of Attachment 3):
 - i. **RU1 Primary Production and RU2 Rural Landscape** – Staff are recommending the full range of potential uses, be made permissible with consent in both of these zones (noting some uses are already permitted in the zones at this time such as 'farm stay accommodation', 'cellar door premises' and 'roadside stalls').
 - ii. **RU3 Forestry and RU5 Village** – Staff are recommending none of the uses be permitted in either of these zones. RU3 Forestry is reserved for forestry uses only. RU5 Village zone is a residential setting where such uses are not considered necessary or appropriate.
 - iii. **R5 Large Lot Residential** – As discussed, Council previously resolved to allow agritourism in the R5 Large Lot Residential zone (see Attachment 2). However, staff have now reviewed this advice and are recommending that agritourism instead be prohibited in the zone. This is because agritourism is not seen as a necessary or desirable land use due to the potential for land use conflicts in what is predominantly a residential setting. Both 'roadside stalls' and 'cellar door premises' remain permissible with consent in the zone under the LEP at this time.
 - iv. **C3 Conservation Management** – Council has already advised that it supports agritourism in this zone. Council staff are now recommending that 'farm stay accommodation' and other agritourism uses also be made permissible with consent in this zone. This recognises that much of the land zoned C3 Conservation Management is used for general farming purposes and it is considered appropriate that these uses be permitted with consent similar to the RU1 Primary Production and RU2 Rural Landscape zones.
 - v. **C4 Environmental Living** – Council has already advised that it supports agritourism in this zone. Council staff are now further recommending that 'farm stay accommodation' also be made permissible with consent in the zone. Council staff have considered the merits of providing for 'farm stay accommodation' in the zone, particularly the potential for such a use to be incompatible with the predominantly rural residential uses that occur. It should be noted that 'farm stay accommodation' can only be undertaken on a 'commercial farm' which is defined as land either categorised as farmland for rating purposes, or, a primary production business under the Commonwealth Income Tax Assessment Act, 1997. Accordingly, it is likely only limited numbers of landowners in the C4 Conservation Living zone would have the potential to actually undertake 'farm stay accommodation'. However, for anyone operating a commercial farm in the zone, it is an opportunity to provide an additional tourism element and income stream. Staff are aware of current representations from operators of wineries and restaurants seeking to allow overnight accommodation in the C4 Environmental Living zone. Having regard to the proposed controls for 'farm stay accommodation' and its potential application in the C4 Environmental Living zone, staff are recommending this change to allow for 'farm stay accommodation' to be permissible with consent be supported.

The reforms are an opportunity to provide an alternative income source to support farming operations in the region. It is important that these uses are balanced against the lifestyle expectations of residents living in rural residential areas (i.e., C4 Conservation Living), and, the needs of adjoining landowners undertaking more intensive farming activities. It is considered the optional clauses that Council intends to adopt will provide suitable matters for consideration for Council to consider when assessing such proposals in the future.

**9.6 NSW Planning Amendments for Agritourism (Ref: ; Author: Thompson/Brown)
(Continued)**

Risk/Policy/Legislation Considerations

The reforms will be given effect through the implementation of a State Environmental Planning Policy (SEPP) by DPE. That SEPP will amend Council's LEP.

Financial, Budget and Resource Implications

These include the administrative costs associated with one member of staff reviewing the DPE material, discussing it with other staff members and preparing this report and submission.

Links to QPRC/Regional Strategic Plans



The proposed changes are considered to be consistent with a number of Council plans and strategies including:

- Community Strategic Plan Strategic Objective 2.2 - Our unique regional identity and social and economic advantages underpin a growing economy and a thriving tourism sector.
- Local Strategic Planning Statement Planning Priority 4 – We will promote Queanbeyan-Palerang's identity and the growth of our economy, including tourism, as a destination of choice.
- Queanbeyan-Palerang Regional Council Tourism Plan 2017–2025: Supporting the Visitor Economy

Conclusion

It is recommended the Council agree to the attached nomination report being forwarded to DPE (Attachment 3).

Attachments

- | | |
|--|--|
| Attachment 1 | Agritourism Reforms Information Paper (<i>Under Separate Cover</i>) |
|  Attachment 2 | Previous Council Submission Agritourism Reforms 21 February 2022
(<i>Under Separate Cover</i>) |
|  Attachment 3 | Final Agritourism Nomination Form - Queanbeyan-Palerang November
2022 (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.7 QPRC Sports Facilities Strategic Plan (Ref: ; Author: Thompson/Spear)

File Reference: 4.3.3

Recommendation

That Council endorse the draft QPRC Sports Facilities Strategic Plan for public exhibition and comment until 15 March 2023, with a consultation report coming back to Council for consideration before final adoption.

Summary

Over the past 12 months, QPRC staff have been compiling data and requests from the sporting community to update the Sports Facilities Strategic Plan. The plan contains six broad strategies and a series of recommendations to guide the provision of sporting facilities for the next 20 years.

Primarily the consultation has been with the QPRC Sports Council, an advisory committee of QPRC. The role of the QPRC Sports Council is to consider the allocation of sports fields across the Local Government Area (LGA) prior to the commencement of each winter and summer sporting season, and to make recommendations for the development and/or improvements to sporting facilities and recreational needs, including input into the works programs.

Three separate workshops occurred with the QPRC Sports Council. All sporting and user groups in the LGA were invited to these workshops. All sporting and user groups in the LGA were given the opportunity to comment and provide input to the QPRC Sports Facilities Strategic Plan. One Councillor Workshop also occurred.

Once out for community consultation, sporting and user groups will again be given the opportunity to comment and provide input to the QPRC Sports Facilities Strategic Plan. Section 355 Committees and Advisory Committees of Council will also be contacted.

It is appropriate that the QPRC Sports Facilities Strategic Plan now be placed on public exhibition and community feedback be sought and compiled into a feedback report for Council's consideration.

Background

Queanbeyan-Palerang Regional Council currently manage around 32 sports fields and multiple hard courts in different locations across the LGA, with additional facilities coming into service as new housing developments are built. While some current and some future facilities are incorporated into sporting hubs or as standalone multiuse complexes, others are single isolated fields with limited amenities and capacity.

The region has a strong sporting history and an above average participation rate in organised sports. The underlying principles applied in developing the Sports Facilities Strategic Plan were to provide home grounds for all Queanbeyan-Palerang based sports, promote multi-discipline use of Council facilities, maximise the variety of recreational opportunities in Council facilities and optimise the use of infrastructure across clubs and sporting codes. It also explores the potential of providing a higher level of sporting opportunity, developing sports tourism, economic opportunities and partnerships in service delivery.

Considering current usage, patronage, age cohorts, growth patterns and catchments, the outcomes are expected to guide revision of the sporting facilities hierarchy and asset standards for those facilities. The six key strategies developed for the future provision of

**9.7 QPRC Sports Facilities Strategic Plan (Ref: ; Author: Thompson/Spear)
(Continued)**

sporting facilities contain recommendations which aim to ensure all sporting needs are addressed and opportunities for recreation, health and well-being cover the whole community.

Strategy 1 – Sporting Clusters or Hubs – Goal: Establishment and careful management of integrated sporting hubs strategically located throughout the LGA:

Strategy 2 – Facility Rationalisation – Goal: Optimised land use and return on investment for capital and operational funds:

Strategy 3 – Provide High Level Sporting Opportunities - Goal: Increase capacity for QPRC based clubs and reduce the cross-border drain of sporting talent:

Strategy 4 – Provide Home Facility for all QPRC Based Clubs - Goal: Eliminate the need for QPRC based clubs to transfer home games into the ACT:

Strategy 5 – Provide Accessible and Equitably Distributed Unstructured Recreational Facilities throughout QPRC Area - Goal: Provide opportunities for recreation, health and well-being for the whole community:

Strategy 6 – Economic Development through Sports - Goal: Sports and Recreational events and activities contribute an ongoing economic return to the community:

Ancillary to the strategies, the Plan contains a schedule of site and club-specific recommendations for capital improvements and facilities rationalisation that can inform Council's future budget process.

Report

The QPRC Sports Facilities Strategic Plan is included as a separate attachment.

The objectives in developing the strategy are to:

- Identify the adequacy, the condition and distribution of existing outdoor sports facilities to meet current and future needs.
- Identify gaps in providing for future needs of the community and sports clubs in relation to sports facility provision.
- Consider the current and future levels of sports played at Council facilities and identify short falls or potential for growth.
- Prepare a strategic approach for the future provision of sports facilities including potential new sites for additional facility development and/or rationalising and possible decommissioning of existing sites.
- Enable Council to quantify and prioritise the financial resources that will be required over a 20-year period to fund and maintain sports infrastructure.

Engagement

It is proposed that the Plan will be placed on exhibition in the new year and will remain on exhibition until mid-March 2023. This will provide the various stakeholders with ample opportunity to make comments. Following the completion of the exhibition period any submissions received will be collated and reported to Council with any recommended changes prior to considering formal adoption of the Plan.

Risk/Policy/Legislation Considerations

The Sports Facilities Strategic Plan contains strategies and recommendations which are in keeping with the requirements of both the *Local Government Act 1993* and *Crown Land Management Act 2016*.

**9.7 QPRC Sports Facilities Strategic Plan (Ref: ; Author: Thompson/Spear)
(Continued)**

Financial, Budget and Resource Implications

The Plan is designed to inform future Councils during Delivery Plan and budget preparations. The final document, after community feedback, will be able to be fully costed and factored into a 20-year plan.

The recommended improvements within the Plan are designed to renew, or decommission, certain existing assets and provide new assets in a rational manner to meet future community needs. Consideration was given to ongoing management and impact on the long-term budgetary requirements for asset management.

Sports facilities and sports tourism can significantly contribute to the economic development of a region. Sporting events attract visiting sports teams and spectators, as well as encouraging local sports enthusiasts to support the event. These events also provide a level of sporting residents would normally need to travel out of the district for or settle for media viewing.

Links to QPRC/Regional Strategic Plans

The QPRC Sports Facilities Strategic Plan is an update of the current document that was adopted by Council on 14 June 2017.

The QPRC Sports Facilities Strategic Plan is consistent with the Community Strategic Plan:

Strategic objective - 1.2 Our health, wellbeing and resilience is supported by strong partnerships and access to services.

- Health and quality of life are improved through access to a range of recreation and leisure opportunities.
- Active recreational, sporting and health pursuits are supported by the availability of programs, events and assets in the Queanbeyan-Palerang region.

Strategic objective - 14.3 Our community facilities and assets are well planned, meet the needs of the community and enhance social connection.

- Enhance community and recreational use of facilities through robust maintenance and management.
- Plan for community facilities to meet the needs of our growing population and promote the maximisation of use of current facilities.
- Optimise development contributions to fund new and expanded facilities
- Council assets are sustainably managed.

Conclusion

The Sports Facilities Strategic Plan contains broad strategies and recommendations to guide QPRC in the provision of sporting facilities for the next 20 years. The six strategies consider existing and future needs in an economically sustainable manner. Clustering and rationalising facilities, decommissioning obsolete facilities and provision of a higher level of sports, will ensure the QPRC community are adequately serviced at home and eliminate the talent drain into the ACT or further afield. Economic development and sports tourism, the Regional Sports Complex and higher standard playing surfaces, will deliver a quality of sports not presently available, but well warranted in a rapidly growing community.

Attachments

Attachment 1 Draft QPRC Sports Facilities Strategic Plan (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.8 Queanbeyan Micro-Forests Proposal (Ref: ; Author: Thompson/Geyer)

File Reference: Property No.152091 - 16 Agnes Avenue

Recommendation

That Council endorse the concept of micro-forests within Queanbeyan and work with the community to establish trial sites at Blackall Park and 16 Agnes Avenue, Crestwood.

Summary

Council has been approached by a community group, Queanbeyan Micro-forests, seeking sites to establish some micro-forests within the Queanbeyan urban area. Ideally sites would be within public parks which are accessible to the wider community and in proximity to higher populated areas. The objective of the proposal is to assist with reducing the urban heat island effect and increase urban biodiversity, while engaging the community in the design, development and establishment process.

Background

A micro-forest is described as a dense pocket of vegetation that contains trees, shrubs, climbers and groundcovers that create a mini-ecosystem. A micro-forest creates habitat for wildlife, has a cooling effect on the surrounding area and captures carbon. While size can vary, Queanbeyan Micro-forest group have suggested sites of 30m x 20m as suitable.

Micro-forests projects have been undertaken in the ACT in Downer, Watson and Holt. The projects are community led and crowd-funded by locals. It is hoped to have the first Queanbeyan micro-forest project launched early 2023.

Report

Queanbeyan Micro-forest group is a community-based volunteer group formed with the primary purpose of establishing micro-forests within Queanbeyan, <https://www.qbnmicroforest.com>. The projects are designed to be community initiated and delivered. Once the group have a confirmed site, a Go-Fund-Me campaign is launched with the aim of raising \$20,000. These funds cover all essential materials to develop and establish the micro-forest, with the group also committing to a three-year maintenance/establishment period.

Queanbeyan Micro-forests have partnered with the Climate Factory, a social enterprise, currently working on similar projects in the ACT and Moruya. The Climate Factory, headed up by Landscape Architect Edwina Robinson, assists with design concepts and guidance throughout the project. The micro-forest can be a simple standalone planting or can be integrated with existing or new playgrounds or other park assets. For Queanbeyan sites reviewed and considered as having potential include Blackall Park/playground and the Ross Road/Agnes Avenue site adjoining the proposed Respite Care Centre. A third site was nominated at Bicentennial Park, however, Queanbeyan Landcare are undertaking bushland regeneration work in this area.

9.8 Queanbeyan Micro-Forests Proposal (Ref: ; Author: Thompson/Geyer)
(Continued)



Figure 1 - Blackall Park and playground.



This park option provides a central active core for sports, play and recreation. The sports courts will enhance the communication opportunities for fitness and will accommodate multi-use activities, surrounded and framed by large shade canopy trees. Surrounding the sport court will be a sequence of play spaces and fitness stations that form an active circulation loop, encouraging health and well being. The loop will include and a variety of active and passive spaces to maximise user amenity.



PREFERRED OPTION BY PUBLIC: OPTION A - ORGANIC PARK WITH SPORTS COURT



Figure 2 - Design for refurbished reserve, 16 Agnes Ave, adjoining proposed Respite Care Centre

**9.8 Queanbeyan Micro-Forests Proposal (Ref: ; Author: Thompson/Geyer)
(Continued)**

Council's role in the project is that of landowner, approvals and where possible in-kind support with mulch and a water truck on the planting day. Both Blackall Park and 16 Agnes Avenue are suitable sites for a micro-forest project. The Agnes Avenue site has a landscape design already prepared, which has been developed through community engagement, and while the court and equipment are currently unfunded, the site would be suitable for a community led project to start the planting.

It is proposed that Council endorse the concept of community led micro-forests within Queanbeyan and approve two pilot sites to determine the viability.

Risk/Policy/Legislation Considerations

With any community led project, there is always a small risk of key proponents relocating and resources becoming limited, however, given the scale of the proposed projects this is a very minor risk to Council, while the potential of community participation in parks is great.

There are no legislative or policy reasons not to proceed with a trial.

Financial, Budget and Resource Implications

It is proposed the micro-forests projects are to be self-funded and supported with a three-year establishment period. Any in-kind support offered by Council would come from existing tree planting budgets and the total number of plants established will contribute to Council's annual tree planting targets.

Links to QPRC/Regional Strategic Plans

Establishing, carefully designed micro-forests will directly work toward Council's goal of heat island reduction and increasing canopy cover.

Conclusion

The proposed micro-forests within Queanbeyan have real potential of increasing community participation within Queanbeyan's urban park network, while also helping to reduce urban heat and increase urban biodiversity. The Queanbeyan Micro-forest group's commitment to delivery and establishment will ensure the projects are successful and minimise the risk of plant loss.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.9 Contaminated Land Management Within QPRC - Proposed Adoption of Policy and Guidelines for Exhibition (Author: Thompson/Abbott)

File Reference: 24.4.1

Recommendation

That Council:

- 1. Place the Draft Contaminated Land Policy and Draft Contaminated Guidelines on public exhibition for an extended period of 42 days.**
 - 2. Adopt the NSW Government endorsed Standard Remediation Action Plan for existing dwellings and ancillary development at Captains Flat.**
-

Summary

Council has an important responsibility for making sure that contaminated sites, including sites that have been used for activities that are likely to cause land contamination, are managed in a way that protects public health and the environment.

This report asks Council to consider exhibiting a policy that will assist Council to consistently apply a process for dealing with contaminated lands in the local government area (LGA). The policy, along with the associated Guidelines will provide staff and the community with guidance when dealing with development on land that is contaminated.

In an associated matter this report also recommends the endorsement of documentation which deals specifically with how sites impacted by lead contamination in the village of Captains Flat can be dealt with.

Report***Draft Contaminated Land Policy and Guidelines***

Land contamination and its effects on human health and the environment can remain untouched within the existing natural environment for long periods of time.

Council manages contamination whilst performing duties as a planning authority, public land manager and as a regulatory authority. The following documents have been developed to provide a framework through which Council will manage land contamination within the Queanbeyan-Palerang LGA:

- Draft Contaminated Land Policy
- Draft Contaminated Land Guideline

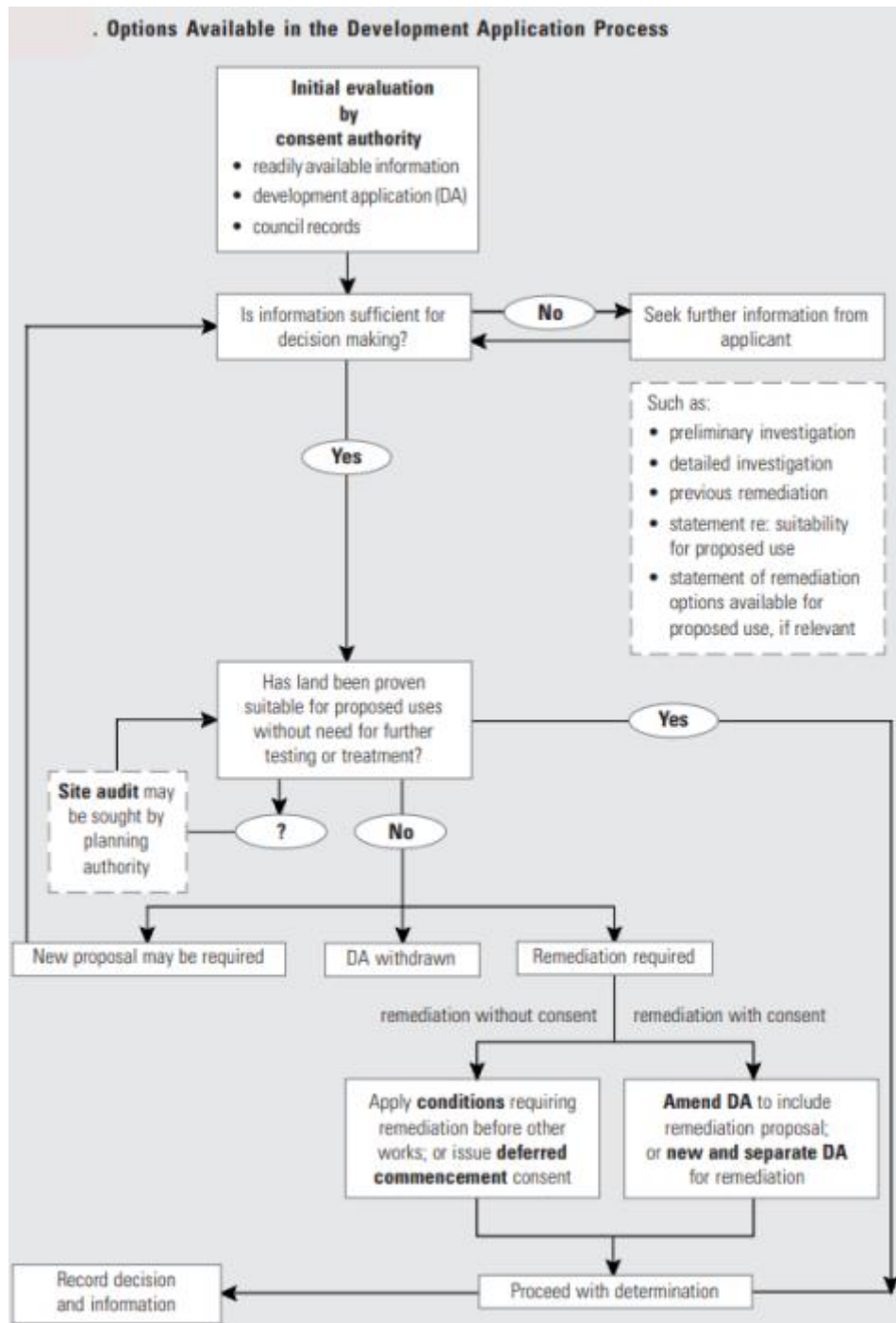
The Contaminated Land Policy defines the principles that Council is committed to upholding when performing Council functions. This Policy and the associated Guidelines observe a cautionary approach and promote processes that ensure land contamination is identified and dealt with at the earliest possible opportunity, whilst carrying out planning, regulatory and land management activities.

Under *State Environmental Planning Proposal (Resilience and Hazards) 2021* (the SEPP) and the related guidelines, planning authorities that act substantially in accordance with the SEPP, are taken to have acted in good faith when carrying out planning functions.

9.9 Contaminated Land Management Within QPRC - Proposed Adoption of Policy and Guidelines for Exhibition (Author: Thompson/Abbott) (Continued)

By developing a Contaminated Land Policy, QPRC is providing a framework to integrate and manage land contamination within the planning and development process. When carrying out planning functions under the EP&A Act, Council's development team have always followed the general principle of contamination management under SEPP 55, which has now been replaced by the Resilience and Hazards SEPP.

Assessment of rezoning proposals or development on contaminated land is not a simple process. It involves many stop points and reports.



9.9 Contaminated Land Management Within QPRC - Proposed Adoption of Policy and Guidelines for Exhibition (Author: Thompson/Abbott) (Continued)

The SEPP, planning authorities must consider, at the development approval and rezoning stage, if contamination will adversely affect the suitability of a site for its proposed use. If contamination makes it unsuitable for the proposed use, the land must be remediated before it can be developed. The SEPP:

- makes remediation permissible
- defines when consent is required
- requires all remediation to comply with standards
- ensures land going through the development consent process is investigated if contamination is suspected and
- requires councils to be notified of all remediation proposals.

Staff have modified the Local Government NSW Model Policy developed by the NSW Government through the EPA's Contaminated Land Program. The variation meets our own local conditions and reduces the bulk of the Policy. It has been presented in two parts as a brief Policy and a more detailed Operational Guideline. These documents have been produced to explain how Council meets its environmental duties and obligations when dealing with contaminated land. The documents can be found in Attachments 1 and 2.

It is recommended that the Policy and Guidelines be placed on public exhibition for a period of 42 days following the Christmas/New Year break. Any comments will come back to Council prior to any consideration of formal adoption.

Captains Flat Remediation Action Plan

In early 2021, a collaboration of government agencies including the Department of Regional NSW, Transport for NSW, Environment Protection Authority, Department of Education, Department of Planning, Industry and Environment – Crown Lands, Queanbeyan-Palerang Regional Council and Health NSW, established the Captains Flat Lead Management Taskforce (the Taskforce) in response to the detection of elevated levels of lead in the disused rail corridor adjacent to the mine site.

Prior to this discovery by NSW Transport, it was thought that the extensive rehabilitation works that had been carried out to manage erosion, improve safety and control tailings pollution since the mine closed, had stabilised the site to prevent excessive contamination impacting on surrounding areas.

The role of the Taskforce was to establish a common set of priorities to develop and implement a whole of Captains Flat community approach to the lead contamination.

The key focus of the Taskforce was to support the Captains Flat community, businesses, and residents through:

- a coordinated and inter-agency government approach.
- clear and consistent community messaging and engagement.
- developing and delivering lead management projects based on assessment of risk.
- coordinating cross-agency resources to ensure community awareness and support for living safely with lead.

The priority of the Taskforce was to ensure agreed actions are implemented and community concerns and expectations are both managed and contained.

One of the ways in which community expectations could be managed was through the development of a Standard Remediation Action Plan (the RAP) (Attachment 3). The preparation of the RAP was coordinated by Regional NSW in collaboration with Council.

The goal of remediation as described in the RAP is to remove or manage human health risk from lead contamination such that the site is suitable for future land use and to ensure that development work does not result in an unacceptable exposure to lead.

9.9 Contaminated Land Management Within QPRC - Proposed Adoption of Policy and Guidelines for Exhibition (Author: Thompson/Abbott) (Continued)

Contaminants of potential concern that may be present on private properties in Captains Flat other than metals are excluded from the RAP and must be considered in accordance with the otherwise applicable regulatory framework.

The Standard RAP provides an alternative to preparation of site-specific RAPs for the remediation of private land where lead contamination from historic mining or land-fill activities exists. The Standard RAP applies only to minor/smaller works (i.e. ancillary builds and extensions) on residential properties and to existing dwellings. The Standard RAP is not applicable to new dwellings, subdivisions or a vacant block of land (new builds).

The advantage of using the RAP is that it prevents residents who are carrying out minor works (e.g. garages, pergolas and the like) from the need to obtain costly detailed site investigation reports before Council can approve the works. The applicant simply needs to follow the requirements of the RAP to comply with the requirements for building on contaminated sites.

It is recommended that the RAP be adopted by Council immediately. That way residents can immediately get the benefits of having the RAP in place reducing approval and building costs.

Council should also be aware that when properties are sold in the Captains Flat precinct the contract of sale would normally include a section 10.7 Planning certificate. Each Certificate will now have a notation warning of potential contamination. A map showing the area of Captains Flat where this constraint will be applied is provided as Attachment 4.

Risk/Policy/Legislation Considerations

Throughout New South Wales, consent and certifying authorities are obliged to ensure that potential for contamination is properly assessed and, where risks associated with contamination are identified, that remediation is integrated with development of sites. The adoption of the Contaminated Land Policy and Guidelines and the site specific Standard Remediation Action Plan for Captains Flat will ensure those obligations are met and confirm that Council is taken to have acted in good faith when carrying out planning functions

Financial, Budget and Resource Implications

Several areas of Council are responsible for the implementation of the Contaminated Land Policy.

Position Title	Responsibility
Manager Environmental Health	Implementation and review of the policy, and ensuring staff are sufficiently trained to implement the policy
Development and Assessment Services	The application of this policy in Development Applications
Land Use GIS Team	Responsible for updating Council property information system / contaminated land information system with applicable contamination information
Land Use Planning	Application of this policy in relation to planning proposals and zoning changes within the Local Environmental Plan (LEP)
Environmental Health	Contaminated land information is provided to the GIS team. Policy reviews

All these works are managed within existing budgets.

9.9 Contaminated Land Management Within QPRC - Proposed Adoption of Policy and Guidelines for Exhibition (Author: Thompson/Abbott) (Continued)

Links to QPRC/Regional Strategic Plans

This policy is supported by key legislative instruments, including:

- *Queanbeyan-Palerang Regional Local Environmental Plan 2022*
- *Contaminated Land Management Act 1997*
- *Contaminated Land Management Regulation 2013*
- *Environmental Planning and Assessment Act 1979*
- *Environmental Planning and Assessment Regulation 2000*
- *Government Information (Public Access) Act 2009*
- Guidelines endorsed by the NSW EPA under the *Contaminated Lands Management Act*.
- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- Managing Land Contamination Planning Guidelines – SEPP 55 Remediation of Land
- *National Environment Protection (Assessment of Site Contamination) Measure 1999, 2013 amendment*
- *Protection of the Environment Operations Act 1997*
- *Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019*
- *State Environmental Planning Policy No. 55 – Remediation of Land (SEPP 55), 1998 (Repealed)*
- *State Environmental Planning Policy (Resilience and Hazards) 2021*
- *Work Health and Safety Act 2011*




Conclusion

In most cases land contamination is the result of past activities which have been poorly managed or where there was a general lack of knowledge of the potential impacts that certain substances may have on human health and the environment.

At present, although hazardous substances are generally managed in a responsible manner, there is still potential for land contamination to occur or be identified due to unforeseen circumstances, unknown historic events, accidents or criminal acts.

The Draft Policy, Guideline and Captains Flat specific Standard Remediation Action Plan will assist Council staff in taking due care to investigate possible contamination issues when undertaking planning or development functions.

Attachments

- | | |
|--|--|
| Attachment 1 | Draft Contaminated Land Policy (<i>Under Separate Cover</i>) |
|  Attachment 2 | Draft Contaminated Land Guideline (<i>Under Separate Cover</i>) |
|  Attachment 3 | Standard Remediation Action Plan for Private Properties (<i>Under Separate Cover</i>) |
|  Attachment 4 | Map of Captains Flat Properties Requiring a 10.7 Notation for Possible Contamination (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.10 Exhibition of Draft Public Electric Vehicle Charging Infrastructure Policy (Ref: ; Author: Thompson/Abbott)

File Reference: 25.4.1

Recommendation

That:

1. **The Public Electric Vehicle Charging Infrastructure Policy and associated Locality Plan be placed on public exhibition for a period of 42 days.**
 2. **Council engage OneWiFi to activate and manage the two existing public place electric vehicle (EV) charging stations at the Googong Common Carpark for a trial period of two years.**
-

Summary

Nationwide, Council's are being requested to take on the task of increasing the availability of electric vehicle (EV) charging infrastructure to support growth in the uptake of electric vehicles. Almost one fifth of Australia's carbon emissions come from transportation-related activities. This means EVs represent a key pillar in the push towards decarbonisation, with governments across Australia enacting measures to increase their adoption. A range of state-level targets have been set with Victoria, New South Wales and Queensland announcing a target of 50% of electric vehicles by 2030.

This report asks Council to consider a policy which will provide guidance on how EV charging infrastructure might be implemented across the local government area (LGA).

In addition, this report recommends how the first charging stations in Council's ownership and control at Googong might be activated to provide a recharging service.

Report***Public Electric Vehicle Charging Infrastructure Policy***

Globally, growing concerns over greenhouse gas emissions and fuel costs have led to rapid growth in EV sales, but their overall take up among Australian consumers remains low. The low adoption rate in Australia can be partly attributed to the high price point, range anxiety, and lack of infrastructure. Provision of infrastructure will encourage EV sales and reduce cost to the vehicle market.

The outlook for public charging in Queanbeyan is for strong growth and investment opportunity to support the EV industry. By 2030, Queanbeyan-Palerang will need at least 100 public chargers to enable and support the expected increase in electrical vehicles over the next 10 years. This is based on a percentage of the ACT estimate.

The Public Electric Vehicle Charging Infrastructure Policy (Attachment 1) and associated Public Electric Vehicle Charging Locality Plan 2030 (Attachment 2) have been developed to support Council in the facilitation and installation of EV charging facilities on public land for public use. These documents were presented to Councillors at a Workshop on 21 September 2022. The Plan makes a commitment of establishing 100 EV chargers on public land for public use by 2030.

If Council owns the EV charging infrastructure, Council will fund the infrastructure from capital sources, while the operational cost will be recovered from the customer. Usage charges will be set by decision of Council in the annual fees and charges.

9.10 Exhibition of Draft Public Electric Vehicle Charging Infrastructure Policy (Ref: ; Author: Thompson/Abbott) (Continued)

Council would reserve the right to charge all users across the sector, based on the service provided.

Alternatively, if the EV Chargers are owned by a third party, it would be the provider's responsibility to financially commit to cost of the EV infrastructure and to ensure that the site is operational at all times. All costs will be the responsibility of the infrastructure provider.

Any provision of EV charging stations on public land will be subject to licensing/leasing arrangements, or similar, between the provider and Council. Licence and/or lease terms shall be in accordance with the Policy.

As such it is recommended that the Public Electric Vehicle Charging Infrastructure Policy and associated Locality Plan be placed on public exhibition for a period of 42 days following the Christmas/New Year break. Any submissions made will be bought back to Council prior to considering the adoption of the Policy.

Activation of Charging Stations at Googong Common

During construction of the Googong Common Carpark in 2020 Peet Limited procured and installed 2x Circontrol eVolve Bollard T- Level 2 outdoor EV charging stations to provide EV charging to 4 car spaces simultaneously. Each charger is equipped with 2 x 22kW sockets capable of fully charging a standard EV in 4 hours. Motorists will need to supply their own charging cable to connect to the type 2 sockets. Throughout the past two years both chargers have been non-operational and will remain in this state until Council engages a software management and billing service with a smart meter installed to the switchboard.

In order to make these charging stations operational, negotiations have been arranged with OneWiFi to manage the charging stations on Council's behalf through their ChargeStar Platform. OneWiFi will be responsible for monitoring the operational status and health of the EV chargers, providing customer support, onsite maintenance, warranty replacements, software management and service requests. In addition, the ChargeStar platform is also responsible for billing management allowing for revenue generation and sharing.

ChargeStar Billing is a charging station management and billing solution for publicly available electric vehicle charging stations located in car parks where payment is required upfront and the charging stations do not have credit card readers. Charging session activation is via the NEXTCHARGE smart phone app. OneWiFi through ChargeStar collects the revenue and reimburses the charging station provider at to be agreed intervals.

OneWiFi has offered to provide the first year of this service at no cost to Council. Following this initial 12-month period a per annum fee of \$1056 plus 3% of any revenue would be the applicable OneWiFi service charge. It is noted that the proposed annual service charge does not include costs associated with damage, repairs or replacements which are not included within the vendor warranty which is applicable to the charging stations.

Any costs associated with the ongoing operation of the EV charging stations, including annual fees will be funded through Council's revolving energy reserve with any potential income from the charging stations in excess of the annual service fee to OneWiFi and utility costs reinvested into the reserve for use in future energy and renewable energy projects.

Other Potential Suppliers

Council has also been successful in attracting third-party suppliers (NRMA and Chargefox) through the NSW Fast charging grants to install 150kW fast chargers at the Queanbeyan Pool. Once this the Policy is adopted, NRMA will be sending through a license/lease agreement that complies with the above-mentioned new Policy.

NRMA have also been very keen to progress a fast charging site at Braidwood, and are waiting for the off street carpark to be constructed.

9.10 Exhibition of Draft Public Electric Vehicle Charging Infrastructure Policy (Ref: ; Author: Thompson/Abbott) (Continued)

Risk/Policy/Legislation Considerations

There is a risk in entering any agreements with prospective providers of EV charging infrastructure and services. However, ensuring appropriate licences and leases are in place will mitigate that risk.

Financial, Budget and Resource Implications

The NSW Government has a commitment to the Electric Vehicle Strategy. It outlines the Government's plan to accelerate the State's vehicle fleet of the future. Council will consider both third-party provider and Council owned infrastructure for the provision of EV charging on public land. The Plan provides broad direction for Council and providers of EV infrastructure in the provision, installation, configuration, ownership, management, maintenance and allocation of EV charges on public land for public use.

Any third party provided would need to make a representation to Council and be responsible for provision of EV charging stations on public land will be subject to licensing/leasing arrangements, or similar, between the provider and Council. Licence and/or lease terms shall be in accordance with this Policy.

Links to QPRC/Regional Strategic Plans

The QPRC Community Climate Change Action Plan, adopted on 27 May 2020, provides actions to reduce greenhouse gas emissions including:

- Facilitate installation of electric car recharging points
- Advocate for incentives for low to zero emission vehicle users



Council has a commitment to establishing long-term renewable power. Various projects have been introduced to reduce cost and emissions of energy into the future. Council has 18 solar energy systems, upgraded LED streetlighting, as well as working with Procurement Australia and six other local authorities to progress towards zero emissions. This is another step in the future of fleet technology.

There are long term social benefits for the community including affordable prices, innovation, and accessibility. These factors have been considered and influence both the placement and the type of charging infrastructure. This includes accessibility, convenience, capacity of the existing electrical network, security, journey destinations, visibility including heritage and access to home charging.

Conclusion

Zero Emission Vehicles have a key role to play in accelerating net zero for the transport sector, and for our nations, cities, and regions. A key objective of the Council's work is to help deliver long-term social, environmental, and economic returns working with government and industry today. Emissions reductions are a local matter, making it clear at the level of postcodes, where the greatest economic, social and environmental benefits can be gained.

Attachments

- | | |
|--|---|
| Attachment 1 | QPRC Public Electric Vehicle Charging Infrastructure Policy (<i>Under Separate Cover</i>) |
|  Attachment 2 | QPRC Public Electric Vehicle Charging Locality Plan (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.11 Edwin Land Parkway Noise Assessment (Ref: ; Author: Hansen/Ramsland)

File Reference: 104671

Recommendation**That Council:**

1. Consider funding an amount of \$75,000 for the cost undertaking another round of noise monitoring, assessment and reporting in the 23/24 Operational Plan.
 2. Seek external funding of \$1,250,000 for investigations and design work for construction of Hebel noise walls along Edwin Land Parkway.
 3. Seek external funding of \$12,500,000 for the construction of Hebel noise walls along Edwin Land Parkway.
-

Summary

At the 28 September 2022 Council meeting, Council resolved to receive a further report detailing the cost of a further noise report, options to extend the noise assessment to adjacent properties that are currently below the NSW road noise policy and the cost to construct noise walls along the length of Edwin Land Parkway (ELP).

Background

At its meeting on the 28 September 2022, Council agreed to consider funding an amount of \$50,000 for the cost of installing mechanical ventilation systems at the properties and floors identified in the report as a supplementary vote in the first quarterly review statement (QBRs) 2022. This funding is now available and staff are progressing to implement the installation of the recommended treatments.

Further to receive a report detailing:

1. the cost of an additional noise monitoring report on all sites used in the 2019 assessment,
2. options to extend the assessment to properties adjacent to the Edwin Land Parkway that are currently below the noise criteria set by the NSW Road Noise Policy, and
3. the cost to construct noise walls along the length of the Edwin Land Parkway.

(Resolution No 387/22)

The Edwin Land Parkway Stage 2 (ELP Stage 2) project was the construction of a new road link between Stringybark Drive and Cooma Street. No road upgrades were undertaken to the existing section of Edwin Land Parkway between Tomsitt Drive and Stringybark Drive (ELP Stage 1). Both sections of road were designed in accordance applicable road design standards at the time. The applicable standards for noise were the EPA's Environmental Criteria for Road Traffic Noise.

Noise assessments for the ELP Stage 2 were undertaken in 2009 prior to construction (noise predictions) as well as in 2013 which was within one year of road opening (post construction

**9.11 Edwin Land Parkway Noise Assessment (Ref: ; Author: Hansen/Ramsland)
(Continued)**

actual noise) and a future design year, usually 10 years after opening. The noise levels were then compared to the criteria in the Department of Energy, Climate Change & Water (DECCW) Road Noise Policy. These assessments concluded that noise levels from the ELP at adjacent properties were within the noise limits and no further action was taken (with the noise walls that were installed included in the model). A review of the noise impact at Stage 1 was not carried out with the Stage 2 modelling.

Following concerns raised by the Jerrabomberra community, a check of noise levels from the ELP was completed in 2019 and for the year 2022, which is 10 years after opening the new section of the ELP. This work identified that a handful of properties along Edwin Land Parkway, to the east of Stringybark Drive, were experiencing noise levels above the noise criteria and are mainly for rooms on the upper floors of two-storey homes. The entire length of ELP was reviewed against the newly updated DECCW Road Noise Policy. The new noise report was reported to Council in September 2022.

The work included in the September 22 Report included the inspection for suitable at-property treatments. Mechanical fresh air ventilation was recommended as the treatment for these properties as the existing building facades were found to be suitable for reducing noise. The installation of further noise barriers is not feasible considering the issues are for first floors of two-storey properties plus one isolated single storey home.

Letters were sent to property owners along the road corridor to advise of the recommendations for their property. Council has been contacted by various owners who have expressed concerns with the level of noise being experienced at their properties.

Report

The cost of completing an additional round of noise report including a further round of representative noise monitoring and assessment is in the order of \$75,000. This price includes the option of undertaking the assessment with a lower noise criteria to identify the impact.

A cost estimate has also been put together to determine what it may cost to construct noise walls along the whole length of Edwin Land Parkway for properties that currently do not have a Hebel noise wall. The expected cost for this work is in the order of \$12.5 million. It should be noted however that there are numerous constraints along the back fences at Edwin Land Parkway. Construction work would need to consider the following constraints:

- a) Water easement behind the northern properties. There is an 1800mm diameter ICON trunk watermain in this easement servicing Canberra and Queanbeyan. ICON Water are likely to place many restrictions on constructing large structures in this easement or refuse permission to build in the easement.
- b) There is a high-pressure gas main on the northern side of Edwin Land Parkway
- c) Overland stormwater travel path from Halloran Oval and Edwin Land Parkway. A gap in the noise wall is required to ensure any flash flooding events is not stored behind the noise wall.
- d) There is an easement for water and sewer behind the properties on the southern side of Edwin Land Parkway. The noise wall location would need to avoid impacting these services.
- e) Existing shared paths along Edwin Land Parkway. Placement of noise walls on the roadside of these paths would remove passive surveillance of these paths and could increase security issues.

**9.11 Edwin Land Parkway Noise Assessment (Ref: ; Author: Hansen/Ramsland)
(Continued)**

Investigations and detailed design work would be required to determine the exact impacts of the above on construction costs. The cost for these preliminary works would be approximately 10% of the construction cost (\$1,250,000).

Risk/Policy/Legislation Considerations

The applicable noise policy for the ELP Stage 1 & 2 was the NSW Environment Protection Authority's Environmental Criteria for Road Traffic Noise (ECTRAN).

The DECCW Road Noise Policy has been used as the criteria for all noise reviews in recent years. This Policy is more favourable to noise affected residents than the ECTRAN.

Financial, Budget and Resource Implications

There is no current budget for the investigation, design and installation of noise walls along Edwin Land Parkway. This work is likely to require external funding.

Links to QPRC/Regional Strategic Plans

Edwin Land Parkway Stage 2 was recommended to be built as a new road link within the Queanbeyan Traffic Study and has been included within the Queanbeyan Structure Plan since prior to 2000.

Conclusion

Cost estimates have been determined for another round of noise monitoring, assessments and report, as well as a cost estimate to construct Hebel noise walls.

Attachments

Nil

File Reference: 104672

Recommendation

That Council:

- 1. Consider funding an amount of \$10,000 for the cost of further noise assessment work, including reviewing combinations of different noise wall heights and locations in the 23/24 Operational Plan.**
 - 2. Consider funding an amount of \$10,000 for specific noise monitoring at the two properties that have made that request, in the 23/24 Operational Plan.**
-

Summary

At the 28 September 2022 Council Meeting, Council resolved to receive a further report on noise mitigation on the Ellerton Drive Extension (EDE) including the cost to undertake a further noise assessment with lower noise criteria, assessment of the suitability of the current noise walls, assessing the noise impacts of lowering the speed limit from 80km/h to 70km/h and any other measures that can mitigate noise impacts on residents.

Background

The Ellerton Drive Extension (EDE) project involved the extension of Ellerton Drive between Mowatt Street and Cooma Street. A noise assessment was completed in 2017 which predicted the expected noise levels at properties along the road corridor before the road opened to traffic and made recommendations on the road pavement, noise barrier heights and locations to be built as part of the project, as well as properties requiring further treatment. During that process many combinations of wall heights, locations and road treatments were modelled with the impact assessed in line with the NSW Road Noise Policy (RNP).

As required by the RNP, noise assessments of road projects are undertaken prior to construction (noise predictions) as well as within one year of road opening (actual noise) and for a future design year, usually 10 years after road opening. The current work is for post construction (one year after road opening) and updates the predicted noise levels for the 10 year period after road opening. Results of this model are then compared to the criteria set in the RNP that applied at the time of project approval.

The current noise assessment recommends that various properties may need to keep their windows closed to achieve the internal noise criteria. To accommodate the closure of the windows, mechanical ventilation should be installed to affected rooms as an alternative fresh air source. Several more properties were recommended for further upgrades to their building façade to increase noise attenuation.

At its 28 Sep 2022 meeting Council resolved (**Resolution No 286/22**) to proceed to offer installation of treatments to the additional floors identified in the Post-Construction Noise Compliance Assessment for the EDE.

9.12 Ellerton Drive Noise Assessment (Ref: ; Author: Hansen/Ramsland) (Continued)

Further to receive a further report detailing:

1. options to extend the assessment to properties adjacent to the EDE that are currently below the noise criteria set by the NSW Road Noise Policy
2. the condition of the noise walls, suitability of the materials used and options for extending the length and height of the noise walls to improve their effectiveness, including adding noise walls on the bridge over Queanbeyan River, as originally proposed
3. modelling a reduction in noise levels from lowering the speed limit along the EDE from 80 km per hour to 70 km per hour, noting any such decision is a matter for the NSW Government but that Council may request such a change
4. any other measures that can mitigate noise impacts on residents, including:
 - a. limiting days and times that heavy vehicles can use the EDE, including conditions of consent for extension of the operation of Holcim Quarry
 - b. limiting heavy vehicle compression braking along the EDE
 - c. the feasibility of installing speed cameras on the EDE
 - d. reducing unsafe driving / racing, especially on the weekend and dirt bikes using the footpath between houses and the EDE along Barracks Flat Drive
 - e. restricting motor bike access to Lonergan Drive via the EDE, as originally intended vi. promoting the use of the northern bypass for heavy vehicles

Letters were sent to property owners along the road corridor to advise of the recommendations for their property with an invitation to attend a community drop-in session where they could ask staff questions about the noise assessment and/or the next steps to get treatments to their homes. Some of the property owners do not agree with the recommended treatments and are either seeking additional/higher level of works or compensation for measures they have installed themselves. Council staff will continue to work with the affected property owners to deliver the treatments identified in Post Construction Compliance Noise Assessment (EDE Assessment) for the EDE.

In addition, property owners who were not recommended for treatment in the EDE Assessment have expressed their concerns over the level of noise they experience at their homes and some have requested a noise monitor be placed at their property to record noise levels at their property in lieu of the noise model calibration from other representative properties.

Any work, whether that be further noise assessment or treatment, that has not been included in the current list has not been funded.

There are a few residents seeking compensation for noise mitigation measures that they have independently installed, or for treatments that are above and beyond those identified in the Noise Assessment Report recommendations. Investigation of the quantum of these and the cost has not been investigated to date. Until Council has further noise assessment information and a position on these requests, raising their expectations was not seen as constructive at this stage.

Report

The cost of completing an additional noise assessment and report for lower noise criteria is estimated to be \$10,000. This price includes reviewing the heights of noise walls to determine impacts to noise levels. The cost of undertaking additional noise monitoring at a property is estimated to be \$5,000 per property.

9.12 Ellerton Drive Noise Assessment (Ref: ; Author: Hansen/Ramsland) (Continued)

The project is required to be assessed against the NSW Road Noise Policy (RNP). This policy does not provide specific guidance regarding how to determine noise wall heights and only requires mitigation (including noise walls) to be 'feasible and reasonable'. Any residual impacts are then typically addressed using "at-property" treatment. For example, it is not feasible or reasonable to spend an extra \$1 million on extending a noise wall to reduce the noise levels for one house only. It is more feasible and reasonable to address the remaining issues by "at-property" treatments.

In the case of the EDE project, the pre-construction noise modelling and report looked at various scenarios of using different heights and locations for noise walls to determine which combination was the most effective when considering cost and noise reduction. The most effective combination which included lower noise generating road pavement was selected for construction.

We note that residents have communicated that they do not believe that the timber fences along the road are suitable noise barriers. The suitability of material for a noise wall is based on the density of the material and not from what it is made from. So long as the material has a density of at least 15kg/m², it will be effective as a noise wall. Note that noise walls alone are only able to reduce noise by up to 10dB(A) and any noise exceedance of a greater magnitude will still need to consider "at-property" treatments. This is the case for many properties along the EDE that are adjacent to noise walls but still require "at-property" treatment.

A re-evaluation of the Post-Construction Operational Noise Report has been completed for a reduced speed zone of 70km/h along the EDE. The noise assessment left the section of the EDE in Queanbeyan East as a 60km/h speed zone. The Post-Construction Operational Noise Report for the 70km/h speed zone found that the number of floors requiring at-property treatment packages changed as shown in Table 1. The change in speed zone resulted in noise level reductions in the order of less than 1dB(A) which is not noticeable to the human ear. This was enough to eliminate a few properties from requiring further treatment as their exceedances were marginal, but not enough to reduce the noise levels significantly for any property.

It should be noted that the EDE was designed for an 80km/h posted speed limit and the road conditions provide a driving environment that encourages this speed. Decreasing the posted speed limit to 70km/h may not result in many vehicles complying with the speed limit without the heavy reliance on police patrols.

Council does not have the authority to approve the installation of speed cameras on any road. The Centre for Road Safety is responsible for the installation and use of speed cameras on all NSW roads where the road safety criteria for enforcement is met. The criteria are based on crash rates and travelling speeds and have been developed by Transport for NSW (Centre for Road Safety) in consultation with NRMA and the NSW Police.

Anyone can suggest a location for a speed camera through the Safer Roads NSW website. The nomination requires the suggested location, reasons and contact details. The information provided is used to prioritise future locations for speed cameras in NSW. Staff will nominate the EDE as a possible speed camera site. However it appears unlikely that the EDE would warrant the need for a speed camera:

- a) Speed compliance - Traffic data collected in 2021 shows the 85th percentile (the majority) of drivers are keeping to the posted speed limits along Ellerton Drive.
- b) Crash History and severity – Recorded crash data shows that there has been one tow away non-casualty crash and one minor/other injury crash. 2 crashes that have resulted in minor trauma is unlikely to warrant the need for a fixed speed camera.

9.12 Ellerton Drive Noise Assessment (Ref: ; Author: Hansen/Ramsland) (Continued)

- c) Movement and Place - Ellerton Drive is not a road where a high number of people use to spend time at.
- d) Ease of Police Enforcement – NSW Police have locations along the road they can use to patrol speed themselves.

Table 1 – 80km/h versus 70km/h comparison of Floors Requiring At-Property Treatment

Treatment Category	Criteria	Treatment	No. of Floors (80km/h)	No. of Floors (70km/h)
Category 1	External noise levels exceed: 50dB Day 45dB Night	Windows are required to be closed as a mitigation measure. Mechanical Ventilation is required to be provided to meet fresh air requirements.	146	134
Category 2	External noise levels exceed: 60dB Day 55dB Night	Category 1 treatments plus: Upgrade façade elements (ie increased glazing/door thickness, acoustic seals, etc) are likely to be required to achieve appropriate internal noise levels. Each eligible dwelling should be inspected to determine appropriate mitigation based on the predicted worst-case noise levels and the existing condition of the building.	11	10

Council relies on NSW Police to respond to unsafe driving, racing or illegal use of dirt bikes. Council will continue to make requests to the police to undertake patrols of the area. It is noted that barriers have been installed at the end of Lonergan Drive to address motorcycles using the route as a shortcut.

The only way that Council can limit truck movements on a road is to apply a load limit for the protection of the pavement or to protect another structurally sensitive asset. The EDE is constructed to permit use by heavy vehicles. Without a load limit, Council is unable to restrict general access vehicle (GAV) truck movements along the EDE. The State Significant Development (SSD) conditions for the Holcim Quarry state that they must comply with the following operating hours for truck movements and utilise the EDE.

9.12 Ellerton Drive Noise Assessment (Ref: ; Author: Hansen/Ramsland) (Continued)

Table 2 – Holcim Quarry SSD Conditions for Truck Movements

Activity	Operating Hours		
	Monday to Friday	Saturday	Public Holidays
Truck Departures	6am - 6pm	6am – 6pm	None
Return Truck Movements	6am - 8pm	6am – 8pm	

Holcim are also required to implement best practice to minimise the traffic noise of the development to the satisfaction of the Director-General and shall commission and pay for an Independent Audit of the development considering the conditions of consent and the relevant agencies.

To help with truck noise, since the opening of the EDE, 'Please Limit Compression Braking' signs have been in place where the road slopes downwards on approach to residential areas. These signs are located on the northbound lane on the crest near Barracks Flat Drive, near the water reservoirs at Greenleigh and on approach to the church in Queanbeyan East. These signs are for guidance and provide a reminder to truck drivers on their potential noise impacts to the community. They are not regulatory signs.

To help reduce truck volumes driving through Queanbeyan, staff have advocated for Transport for NSW to look at improvements to the Northern Bypass in their long-term planning. In the meantime, there are clear signs on each approach to the bypass of its existence. It is noted that the northern Bypass was installed at a time when Sutton Road and Queanbeyan were the main heavy vehicle access routes to the southern part of Canberra. With the opening of the Majura Parkway this has changed.

Risk/Policy/Legislation Considerations

The applicable road noise policy for the EDE was the DECCW Road Noise Policy. That Policy is now the responsibility of the NSW Environment Protection Authority.

Financial, Budget and Resource Implications

There are no funds currently available to expand noise assessment or treatments beyond what has already been recommended in the EDE Assessment.

Further noise assessment/investigation work is estimated to cost \$10,000. Further noise monitoring at a property is estimated to cost \$5,000 per property.

Links to QPRC/Regional Strategic Plans

The EDE was recommended to be built as a new road link within the Queanbeyan Traffic Study and formed part of Regional Transport Plans for many years.

Conclusion

Cost estimates have been determined for further noise assessment/investigation work. This work includes looking at various noise wall heights and locations again.

There is a negligible reduction in noise levels from reducing the posted speed limit from 80km/h to 70km/h. Noting this and considering it will be difficult to get compliance of 70km/h from motorists, it is not recommended to reduce the speed limit.

Staff will request Transport for NSW to consider the EDE for a speed camera and will continue to request the Police to enforce speed limits and patrol for inappropriate driving behaviour.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.13 Queanbeyan Integrated Water Cycle Management (IWCM) Report (Ref: ; Author: Hansen/Cox)

File Reference: 36.2

Recommendation

That Council:

- 1. Place the Draft Queanbeyan Integrated Water Cycle Management (IWCM) Report on exhibition until 28 February 2023.**
 - 2. Submit the Draft IWCM Report to DPIE (Water) for comment.**
-

Summary of IWCM studies and financial analysis

The New South Wales (NSW) Government requires local water utilities to prepare and implement an Integrated Water Cycle Management (IWCM) strategy. The IWCM strategy must be evidence based and consider the inter-relationship between the urban water cycle (water supply, sewage, and stormwater) and community expectations. The aim of the IWCM is to ensure urban water services are appropriate, affordable, and sustainable while meeting community needs and protecting public health and the environment.

This IWCM covers the Queanbeyan water supply (from Icon Water), sewer catchment (feeding Queanbeyan STP) and stormwater catchment discharging to the Queanbeyan River and Jerrabomberra Creek.

The IWCM identifies water services needs and issues, determines investment priorities, and establishes a best value scenario on a triple bottom line (TBL) basis. The key indicators for the IWCM are the impact on the typical residential water bill and likely need for additional funding over and above amounts held in water and sewerage reserves and future income from rates and charges.

In November 2019, QPRC completed the IWCM Issues Paper, which reviewed the current (pre-2020) situation regarding water, sewer and stormwater systems, highlighted issues related to regulatory compliance, levels of service, and sustainability. The Issues Paper concluded, in the case of water supply and sewerage systems, there were several issues that needed to be addressed. Whereas, for the stormwater systems there were no issues beyond normal operations that needed to be addressed. The main drivers causing the issues (hence a need for investment in the water systems) included:

- a) Growth in demand for services
- b) Poor condition of Jerrabomberra Reservoir
- c) Inability of existing Queanbeyan STP to comply with license beyond 2025.
- d) Lack of capacity in the Jerrabomberra Trunk Sewer
- e) Lack of capacity in the Morriset Trunk Sewer

In July 2021, QPRC completed a study of issues highlighted in the IWCM Issues Paper. The aim of the study was to determine what (if any) options were available to address each issue, the preferred options going forward including their technical requirements, cost estimates, and timing. The study included detailed technical analysis of the water systems and found that

9.13 Queanbeyan Integrated Water Cycle Management (IWCM) Report (Ref: ; Author: Hansen/Cox) (Continued)

capital works valued at \$40M for water supply and \$215.3M for sewerage over the next 20 years are needed to address issues, maintain levels of service, and ensure sustainability. The required works comprise:

Water Supply Capital Works (critical items):

- | | | |
|----|--|---------|
| a) | Duplication of Jerrabomberra reservoir | \$20.0M |
| b) | Chlorination systems improvements | \$6.5M |
| c) | Safety system upgrades | \$13.5M |

Sewerage Capital Works (critical items):

- | | | |
|----|------------------------------------|----------|
| a) | Queanbeyan STP upgrade | \$155.0M |
| b) | Decommissioning of the old QSTP | \$25.0M |
| c) | Jerrabomberra trunk sewer upgrades | \$20.9M |
| d) | Morriset trunk system upgrades | \$14.4M |

Funding for the required capital investments will require adjustments to the Typical Residential Bill (water and sewerage), commercial loans, and government grants. The timing and amount of funds required for water supply works will not result in increased funding beyond adjustments for CPI of the water bill. However, this is not the case for needed sewerage works, which will require additional funds over and above amounts held in the sewerage reserve to meet the cost of the QSTP Project. These additional funds are expected to come from increases in the sewerage bill (6.50% incl CPI for the first six years and CPI (2.5%) thereafter), loans (in total) of \$40M, and Government grants (in addition to those already received - \$2.7M) of 25% of the QSTP Upgrade Project cost.

The financial analysis further showed that the 'typical' residential bill is expected to increase over the next 20 years from the current typical bill (water and sewerage combined) of \$2,054 to \$3,587 in the 2040/41 FY. This represents an average overall annual increase of about 2.98%. The greatest rate of change will be over the next six years for the sewerage bill (6.50% inclusive of CPI), reducing to CPI (2.50%) thereafter. The water bill increase will be pegged to the CPI (2.50%) over the whole planning period (20 years to 2040/41 FY).

The IWCM studies and financial analysis support and affirm capital investments in the water and sewerage systems over the next 20 (+) years. The IWCM financial analysis also provides a firm basis for the Queanbeyan STP Upgrade Project business case. The proposed investments, funding arrangements, and increases in the typical residential bill (for water and sewerage) will:

- a) enhance the ability of sewerage services to meet regulatory requirements
- b) enhance the operational reliability of the water and sewerage systems
- c) enable the water and sewerage systems to deliver acceptable levels of service
- d) provide additional capacity to address growth in demand for services

After Council accepts the IWCM Report the next steps in the process will be:

1. Place the report on public exhibition and submit to DPI Water for comment
2. Collate and incorporate all relevant comments into the report
3. Submit the report to Council for endorsement
4. Submit the report to DPI (Water) for approval

9.13 Queanbeyan Integrated Water Cycle Management (IWCM) Report (Ref: ; Author: Hansen/Cox) (Continued)

Risk/Policy/Legislation Considerations

The IWCM Report is needed to comply with the New South Wales (NSW) Government requirement that QPRC prepare and implement an Integrated Water Cycle Management (IWCM) strategy. The IWCM Strategy is also required to meet Council's obligations for Section 60 Approval for the QSTP Project.

Financial, Budget and Resource Implications

The IWCM Report indicated capital investments of \$40.0M for water supply works and \$215.3M for sewerage works will be needed over the next 20 years to maintain an appropriate level of service for water supply and sewerage. The financial analysis also concluded that:

1. For Water Supply Capital Investments (\$40.0M) no additional funding above amounts held in the water reserve is needed.
2. For Sewerage Capital Investments (\$215.3M) additional funding above amounts held in the sewerage reserve will be needed for the QSTP Upgrade Project, comprising:
 - a) 25% grant funding for the QSTP Project in addition to the \$2.7M already granted for FY 2022/23
 - b) Loan funding of \$40M in two tranches for the QSTP Project - \$20M in FY 2023/24 and \$20M in FY 2024/25
 - c) Sewerage Rate increases be implemented in two stages:
 - Stage 1 rate increase at 6.5% (incl CPI) until FY 2027/28
 - Stage 2 rate increase at 2.5% (CPI) until FY 2040/41

The analysis showed that because of funding requirements to meet expected capital expenditure over the next 20 years (to FY 2040/41) the typical residential bill is expected to increase as shown in the following table.

	Sewer		Water		Typical Residential Bill
	Rate Increase	Charge	Rate Increase	Water Bill	
		\$733.00		\$1,321.89	\$2,054.89
2022/23	6.5%	\$780.65	2.5%	\$1,354.93	\$2,135.58
2023/24	6.5%	\$831.39	2.5%	\$1,388.81	\$2,220.19
2024/25	6.5%	\$885.43	2.5%	\$1,423.53	\$2,308.96
2025/26	6.5%	\$942.98	2.5%	\$1,459.12	\$2,402.10
2026/27	6.5%	\$1,004.27	2.5%	\$1,495.59	\$2,499.87
2027/28	6.5%	\$1,069.55	2.5%	\$1,532.98	\$2,602.54
2028/29	2.5%	\$1,096.29	2.5%	\$1,571.31	\$2,667.60
2029/30	2.5%	\$1,123.70	2.5%	\$1,610.59	\$2,734.29
2030/31	2.5%	\$1,151.79	2.5%	\$1,650.86	\$2,802.65
2031/32	2.5%	\$1,180.58	2.5%	\$1,692.13	\$2,872.71
2032/33	2.5%	\$1,210.10	2.5%	\$1,734.43	\$2,944.53
2033/34	2.5%	\$1,240.35	2.5%	\$1,777.79	\$3,018.14
2034/35	2.5%	\$1,271.36	2.5%	\$1,822.24	\$3,093.60
2035/36	2.5%	\$1,303.14	2.5%	\$1,867.79	\$3,170.94
2036/37	2.5%	\$1,335.72	2.5%	\$1,914.49	\$3,250.21
2037/38	2.5%	\$1,369.12	2.5%	\$1,962.35	\$3,331.47
2038/39	2.5%	\$1,403.34	2.5%	\$2,011.41	\$3,414.75
2039/40	2.5%	\$1,438.43	2.5%	\$2,061.69	\$3,500.12
2040/41	2.5%	\$1,474.39	2.5%	\$2,113.24	\$3,587.62

9.13 Queanbeyan Integrated Water Cycle Management (IWCM) Report (Ref: ; Author: Hansen/Cox) (Continued)

Links to QPRC/Regional Strategic Plans




- Supply of Potable Water to the City of Queanbeyan (2009) – ACTEW Corporation Ltd and QCC (Service Level Agreement).
- NSW Local Government Act (1993) – Section 60.
- Queanbeyan STP Masterplan – 2016.
- Draft Murrumbidgee Regional Water Strategy.

Conclusion

The IWCM studies and financial analysis support and affirm capital investments in the water and sewerage systems over the next 20 (+) years. The IWCM financial analysis also provides a firm basis for the Queanbeyan STP Upgrade Project business case. The proposed investments, funding arrangements, and increases in the typical residential bill (for water and sewerage) will:

- enhance the ability of sewerage services to meet regulatory requirements
- enhance the operational reliability of the water and sewerage systems
- enable the water and sewerage systems to deliver acceptable levels of service
- provide additional capacity to address growth in demand for services

Attachments

- | | |
|--|--|
| Attachment 1 | IWCM Issues Paper (<i>Under Separate Cover</i>) |
|  Attachment 2 | IWCM Issues Paper Supplement (<i>Under Separate Cover</i>) |
|  Attachment 3 | IWCM Financial Analysis (<i>Under Separate Cover</i>) |
|  Attachment 4 | IWCM & QSTP Business Case Presentation (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.14 Floodplain Management Program 2022-23 - Funding Acceptance (Ref: ; Author: Hansen/de Jongh)

File Reference: 36.3.3-01

Recommendation**That Council:**

1. **Accept funding offers from NSW Department of Planning and Environment's (DPE) Floodplain Management Program for the following projects:**
 - a. **Captains Flat flood warning system.**
 - b. **Queanbeyan voluntary purchase and house raising feasibility study.**
2. **Decline the funding offer for the Bungendore overflow channel and make a further application for this work in future funding rounds.**

Report

The NSW Department of Planning and Environment's (DPE) Floodplain Management Program is a yearly program that provides financial support to local councils and eligible public land managers to help them manage flood risk in their communities. Support provided under the program usually involves \$2 from NSW Government for every \$1 provided by Council (2:1 funding ratio).

Council was successful in obtaining funding for the following projects as part of the 2022-23 Floodplain Management Program:

Project	Total Cost	DPE Contribution	Council Contribution	Funding dates
Bungendore overflow channel	\$2,700,000	\$1,800,000	\$900,000	July 2023 – Dec 2025
Captains Flat flood warning system (design only)	\$60,000	\$40,000	\$20,000	July 2023 – Dec 2025
Queanbeyan voluntary purchase and house raising feasibility study	\$50,000	\$33,333	\$16,667	July 2023 – Feb 2025

A brief summary of each project is provided below:

- **Bungendore overflow channel:**

This project is the next stage of the adopted Bungendore Floodplain Risk Management Study & Plan (BFRMS&P). It involves construction of an overflow channel on Turallo Creek in Bungendore. The Channel will a relief floodway for floodwaters to bypass the Tarago Road bridge crossing of the creek during flood events. The higher flows will be diverted through box culverts beneath Tarago Road upstream of the bridge crossing so that they will re-enter the creek downstream of the confluence of Turallo and Halfway Creeks.

9.14 Floodplain Management Program 2022-23 - Funding Acceptance (Ref: ; Author: Hansen/de Jongh) (Continued)

This will direct flood waters away from properties in the Bungendore town centre and reduce the backup of flood waters as the 2 creeks join. Flood storage will also be provided during major events, decreasing the flood impact on nearby properties. The proposed channel has been designed and will be to be grass lined with a trapezoidal shape.

- **Captains Flat flood warning system:**

For most residents in the Captains Flat township, the first warning they presently have of a flood occurring is inundation of their property or loss of access along roadways. This project would involve design of a flood warning / alert system tied to stream gauges in the Molonglo River to provide advance warning to the community of impending flood events.

- **Queanbeyan voluntary purchase and house raising feasibility study**

Feasibility Study into voluntary purchase and/or house raising of properties located in the High Hazard Floodway area along the Queanbeyan River. This Feasibility Study needs to be completed if Council intends to apply for NSW Government grant funding for Voluntary Purchase and / or House Raising.

All of the above projects are recommended flood mitigation measures from Floodplain Risk Management Studies and Plans for each respective town centre (Bungendore, Captains Flat and Queanbeyan).

The deadline for QPRC to accept funding for these projects is 20 January 2023. The deadline to complete the work is 2025 however the project should not be accepted without the certainty of funding from a future budgets.

Funds are not currently available to fund Council's contribution to the Bungendore Overflow Channel. Council is able to re-apply for funding for the overflow channel through other programs and/or future funding rounds of this program.

Financial, Budget and Resource Implications

The funding ratio between NSW Government and QPRC for these projects is 2:1, where DPE cover two-thirds of project capital costs and QPRC to cover the remaining one-third.

Council's internal costs (including management) are not covered by the grant funding and will be funded from the operational budget.

Funds are not currently available to provide Council's contribution to the Bungendore Overflow Channel that is required to complete this project.

Funding is available in operational budgets to fund Councils proportion of the Captains Flat Flood Warning System and the Queanbeyan House Raising Study over the 23/24 and 24/25 financial years.

Links to QPRC/Regional Strategic Plans

All of the projects listed in this report are recommended flood risk management measures from Floodplain Risk Management Studies and Plans for each respective towns. These studies and plans can be found on Council's website:

<https://www.qprc.nsw.gov.au/Building-Development/Planning-Zoning/Planning-Controls#section-8>

9.14 Floodplain Management Program 2022-23 - Funding Acceptance (Ref: ; Author: Hansen/de Jongh) (Continued)

Conclusion

It is recommended that Council accept funding offers for the Captains Flat flood warning system and Queanbeyan voluntary purchase and house raising feasibility study. However due to financial constraints, Council is not in a position to accept the funding offer for the Bungendore overflow channel. This project will be reviewed in 2023 and another submission made subject to available funds.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.15 Fixing Country Bridges Program - Round 2B (Ref: ; Author: Hansen/Cooke)

File Reference: 31.2.1

Recommendation

That Council accept the \$5,269,000 NSW Government's Fixing Country Bridges Program Round 2B grant funding for the replacement of four timber bridges.

Summary

The Fixing Country Bridges Program is a \$500 million NSW Government program, enabling Councils to replace hundreds of timber bridges in poor condition and better connect regional and rural communities. Some of these timber bridges were built during the 1940s and 1950s and need to be replaced.

Background

QPRC submitted an application for grant funding as part of the Fixing Country Bridges Program Round 2 to replace a number of Councils aging timber bridges. Round 2 was subsequently split into two sub rounds being Round 2A and Round 2B. Council was successful in receiving grant funding for the replacement of the three Jembaicumbene Creek timber bridges on the Araluen Road as part of Round 2A Fixing Country Bridges Program for \$4,636,500.

Council was recently advised that we have been successful in receiving funding as part of Round 2B.

Report

The NSW Governments Fixing Country Bridges Program is a competitive grant application process that aims to reduce the maintenance and renewal burden for Councils on hundreds of timber bridges in regional and rural NSW. All Fixing Country Bridges submissions underwent a rigorous assessment process which included eligibility, merit, prioritisation and technical assessments, and consultation with Council.

Council was successful in obtaining funding for the following projects as part of the Round 2B Fixing Country Bridges Program:

Project	Total Fixing Country Bridges Grant Contribution
Jerrabattgulla Creek Bridge – Hereford Hall Road, Hereford Hall	\$863,500
Tantulean Creek Bridge – Little River Road, Mongarlowe	\$1,397,000
Bedding Ground Creek Bridge – Reidsdale Road, Reidsdale	\$1,111,000
Jerrabattgulla Creek Bridge – Jerrabattgulla Road, Jerrabattgulla	\$1,897,500

**9.15 Fixing Country Bridges Program - Round 2B (Ref: ; Author: Hansen/Cooke)
(Continued)**

The funding guidelines for the projects require the bridges to commence construction within 12 months and to be open to traffic within 24 months from receipt of the signed funding deed.

Following the delivery of the Round 2A and Round 2B Fixing Country Bridges projects, Council will have 5 timber bridges remaining.

Financial, Budget and Resource Implications

The Fixing Country Bridges Program did not require a Council co-contribution to form a successful submission. The funding being offered will cover 100% of the bridge replacement projects funded by the Fixing Country Bridges Program, with no funding requirement from Council.

Links to QPRC/Regional Strategic Plans

The replacement of these aging timber bridges is consistent with Council's asset management plans for replacing assets nearing the end of their useful lives.

Conclusion

It is recommended that Council accept the grant funding offered for the replacement of the four timber bridges under the Fixing Country Bridges Round 2B Program.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.16 QPRC Cultural Grant Application from Braidwood FM Inc. (Ref: ; Author: Richards/Mirowski)

File Reference: Cultural Arts Assistance 1.1.3

Recommendation

That Council approve a Cultural Grant of \$3,000 towards costs for marketing and digital rollout of a six-part podcast series titled 'Heart of the Storm'.

Summary

On 21 November 2022 Braidwood FM Inc. applied for a Council Cultural Grant of \$3,000. towards costs for the digital rollout and promotion of a podcast series titled 'Heart of the Storm'. The locally produced six-episode podcasts tell the stories of over 150 community members of the Braidwood, Bombay, Mongarlowe, Araluen and Merricumbene areas, recounting their experiences during the Black Summer Bushfires, and of their resilience and survival in its aftermath.

Background

This project was inspired by the need for community members of the Braidwood area to tell their stories following the bushfires, as part of the healing process. COVID-19 Health measures imposed almost immediately after the bushfires meant that the community did not get a chance to connect, debrief and heal. It was also inspired by the success of the QPRC Bushfire Recovery Centre funded pilot podcast, 'The Good People of Nerriga' which received outstanding feedback, and broad audience reach. This pilot podcast was downloaded 8,000 times from the Braidwood FM website in its first week.

Braidwood FM Inc. is seeking funds for social media management and marketing costs, photography of key subjects, design and promotional costs, and digital assets (animating poster trailers and episode promotion) for the online rollout of six 30-minute podcasts between December 2022 and 18 February 2023. Braidwood FM Inc. conducted a public launch event, featuring episode 1 at Braidwood's National Theatre on 3 December 2022. The Funding Application is at Attachment 1.

The podcasts were produced with a budget of \$56,200, mostly sourced through grant funding, including \$10,000 from QPRC's Community Recovery Fund. The organisation has provided a detailed breakdown of their expenditure of the \$56,200 at Attachment 2. They also recently received \$5,000 towards the launch event costs from QPRC's Rural Support Officer but advise that they do not have funds for effective promotion and rollout of the podcasts.

Report

The application fits the organisational and project eligibility criteria for a QPRC Cultural Grant. Braidwood FM Inc. is a not-for-profit incorporated organisation which works in and with the Queanbeyan-Palerang community and can demonstrate matching dollar amounts.

The podcasts will profile the work of over 20 local creative professionals, including filmmakers, producers, musicians, designers, writers, presenters and photographers. The Cultural Grants project will advance the skills of five local creative professionals, including a designer, writer,

9.16 QPRC Cultural Grant Application from Braidwood FM Inc. (Ref: ; Author: Richards/Mirowski) (Continued)

editor, animator and social media manager. It will be a creative or cultural event that enhances the arts and cultural opportunities in the QPRC LGA. The project has potential to benefit the LGA's community through its cultural and artistic outcomes.

This project could produce good short and long-term cultural and social benefits for the Braidwood area's community. The funding support would significantly elevate audience reach and engagement, and allow for high-quality original shareable content designed to promote the local stories via social media platforms. It would allow for the showing of visual stories designed to bring the podcasts to life and would facilitate the creation of high-quality social media assets designed to promote the stories online. It would create opportunities for wider audience engagement throughout the Queanbeyan-Palerang region and beyond.

Anticipated long-term benefits of the project include the creation of a quality cultural artefact featuring oral histories of a key moment in the Braidwood area's history, for the benefit of present and future generations. The documented stories of the community's collective experience will be held as permanent records by the Braidwood and Nerriga Museums. The podcasts will also progress a sense of shared experiences, community identity, pride of place, and community cohesion and healing.

The application's requested budget items add up to \$3,600. Braidwood FM Inc. will need to modify their budget to keep within the \$3,000 maximum Cultural Grant amount.

Risk/Policy/Legislation Considerations

Council's Cultural Grants are administered in compliance with the QPRC Donations Policy 2020. Under s.356 of the Local Government Act 1993, QPRC may exercise a function by resolution to provide various forms of assistance to the community through grants, donations, rental rebates, rate relief, non-financial contributions, in-kind donations and sponsorships.



Financial, Budget and Resource Implications

Sufficient funds remain in the 2022/23 Cultural Grants allocation of \$25,000 to pay the request. \$4,167.16 Cultural Grants funds have been disbursed in 2022/23, leaving \$20,832.84 still available for distribution this financial year.

Links to QPRC/Regional Strategic Plans

The project aligns well with the strategic objectives and strategies under '1. Community', particularly Strategic objective 1.1 'Our community is strengthened through connection and participation that enhances our community and cultural life'.

Attachments

Attachment 1	Cultural Grant application - Heart of the Storm Podcasts (<i>Under Separate Cover</i>)
 Attachment 2	Supporting Attachments to Cultural Grants application (<i>Under Separate Cover</i>)
	

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.17 Cultural Grants Application - Queanbeyan Artist Residency Project (Ref: ; Author: Darcy/Mirowski)

File Reference: Cultural Arts Assistance 1.1.3

Recommendation

That Council approve a Cultural Grant of \$1,400 towards costs for an artist residency at the Hive, Queanbeyan.

Summary

On 12 December 2022 Heritage-Culture Arts Promotions Incorporated (HAPI) applied for a Council Cultural Grant of \$1,400 towards costs for a two-week artist residency at the Queanbeyan Hive. HAPI is seeking \$1,400 to pay rental costs of the Hive venue during a two-week artist residency at the premises between 9-22 January 2023.

Background

The residency is being supported by the Southern Tablelands Arts (STA) AiR Program as part of their ongoing commitment to offer residencies for artists in the Southern Tablelands region. It is competitively open to professional artists from all disciplines who live in one of the seven contributing council areas of the STA region. There are the Queanbeyan-Palerang, Upper Lachlan, Hilltops, Yass Valley, Goulburn Mulwaree, Wingecaribbee and Wollondilly local government areas. Artists were invited to propose an activity of creative work which is inspired by Queanbeyan, its surrounding region, and its rich history.

AiR Program residencies support new work, research and collaborations inspired by the host venue and location. The selected artist will receive a welcome by traditional custodians and a meeting with local Aboriginal Elder Matilda House, an artist fee of \$1,000 per week, accommodation, studio workspace, and access to local history collections at Queanbeyan Museum and Council library staff. At the end of the residency, the artist will be encouraged to share their experience of the residency with the local community through public talks, an exhibition or performance, and/or social media.

Report

The funding application at Attachment 1 fits the organisational and project eligibility criteria for a QPRC Cultural Grant. HAPI is a not-for-profit incorporated community organisation that works in and with the Queanbeyan-Palerang community. The project also meets the eligibility criteria of providing cash funds towards the project which at least match the funding request.

The project aligns with the eligibility criteria of benefitting the local community through hits creative and artistic outcomes. It will include engagement with the community, will provide educational and creative development opportunities for the selected artist and local community members, and has the potential for creative enrichment in our LGA. The requested budget meets the eligibility criteria. Up to \$1,500 is available for not-for-profit community groups for creative projects or cultural events that enhance arts opportunities in our LGA. Council's Arts and Cultural Team Leader supports this funding application.

**9.17 Cultural Grants Application - Queanbeyan Artist Residency Project (Ref: ;
Author: Darcy/Mirowski) (Continued)**

Risk/Policy/Legislation Considerations

Council's Cultural Grants are administered in compliance with the *QPRC Donations Policy 2020*. Under 3.356 of the *Local Government Act 1993*, QPRC may exercise a function by resolution to provide various forms of assistance to the community through grants, donations, rental rebates, rate relief, non-financial contributions, in-kind donations and sponsorships.

Financial, Budget and Resource Implications

Sufficient funds remain in the 2022/2023 Cultural Grants allocation to pay the request. \$4,167.16 Cultural Grant funds have been disbursed in 2022/23, leaving \$20,832.84 still available for distribution this financial year.

Links to QPRC/Regional Strategic Plans

This project aligns with the Queanbeyan-Palerang Community Strategic Plan 2042 under Community, particularly Strategic Objective 1.11 'Our community is strengthened through connection and participation that enhances our community and cultural life'. This project will progress the corresponding strategies of 'Build cultural capacity through the availability and participation in arts, performance and cultural gatherings, events and exhibitions' and 'We recognise and take pride in the unique and individual heritage and identity of our city, towns, villages and rural areas.'

Conclusion

This project meets the eligibility criteria of the Cultural Grant program, will enhance arts and cultural opportunities for the Queanbeyan-Palerang community, and will benefit the community by providing positive artistic and cultural outcomes.

Attachments

Attachment 1 Cultural Grants Application_HAPI (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.18 Library Local and Family History Collections Policy (Ref: ; Author: Darcy/McGowan)

File Reference: 3.1.1-13

Recommendation

That Council place the Library Local and Family History Collections Policy on public exhibition for 28 days with a consultation report coming back to Council for consideration before final adoption.

Summary

Following the development of the overarching QPRC Library Strategy 2022-2026, a Local and Family History Collections Policy has been developed to provide further specific policy guidance for staff and community.

Background

As part of the QPRC policy harmonisation process, all policies relating to libraries in the former Queanbeyan and Palerang Councils were reviewed to develop one consistent policy document, the Library Collections Policy. While this policy was on public exhibitions, further questions were asked about the Local History Collection. Based on this feedback, the Local and Family History Collections Policy has been created to address the following aspects:

- Collection responsibility
- Scope of collection and materials collected
- Accessibility, preservation, and digitisation
- Acquisition
- Deaccession and disposal

Risk/Policy/Legislation Considerations

NSW Library Act 1939 provides legislative imperative to provide a free public library service. Local History is a key component of providing access and discoverability to the region.

The QPRC Local and Family History Collections Policy aligns with Access to information in New South Wales public libraries: Library Council of New South Wales Guideline that promotes freedom of information within the collections. It will also be supported by the QPRC Library strategy which is currently being finalised.

The Library Collections Policy and Local and Family History Collections Policy outlines how QPRC will ensure all voices are represented within the collection. Digitisation also plays an essential role in improve discoverability and access for everyone including future generations

Financial, Budget and Resource Implications

The policy does not require additional funds beyond what is budgeted for annually as part of library projects.

**9.18 Library Local and Family History Collections Policy (Ref: ; Author:
Darcy/McGowan) (Continued)**


Links to QPRC/Regional Strategic Plans

This policy aligns with QPRC Library Strategy 2022-2026 which features actions relating to Local History.

Conclusion

The QPRC Local and Family History Collections Policy will complement the QPRC Library Collections Policy in providing details of how this specialist area will be managed.

Attachments

Attachment 1	Library Local and Family History Collections Policy (<i>Under Separate</i>
	<i>Cover</i>)

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.19 Post-Exhibition Report - Library Strategy 2022-2026 (Ref: ; Author: Darcy/McGowan)

File Reference: 3.1.98-16

Recommendation

That Council adopt the QPRC Library Strategy 2022-2026.

Summary

The Library Strategy 2022-2026 shapes the future direction of Council's library service across the region. It articulates the vision of QPRC Libraries empowering communities and enriching lives with welcoming spaces, collections, resources, and experiences aimed at fostering learning, innovation, discovery, and social connections.

After thorough engagement with the community, the strategy sets out actions under the following focus areas:

1. Spaces
2. Collections and resources
3. Experiences

Background

The Library Strategy was developed to improve future library services for the QPRC community. The strategy considered the move into QCCP, proposed relocation of Bungendore Library and plans for regional growth.

The strategy was developed after evaluating over 300 responses received from a variety of engagement methods, including:

- 247 survey responses (via Your Voice, in-branch and via coffee pop-ups at Queanbeyan, Bungendore and Braidwood)
- 22 Children and Youth specific surveys available via libraries, schools, and Your Voice
- Over 81 stakeholder engagement conversation at the pop-up stall at the Christmas in July Markets

The final draft was shared with community via Your Voice from 13 October - 10 November 2022 from where 5 submissions were received with no action required.

Report

Submission:	Council response
<p>The plan appears to be quite clear, well thought out, and very thorough. The only thing I'd like to add is for the new premises'...</p> <p>It would be great if more suitable, and comfortable seating could be provided for those times / sessions where (particularly) seniors are in attendance. e.g. the Seniors movie sessions, Reading Circle, and Book</p>	<p>Noted for consideration for future furniture purchases.</p>

9.19 Post-Exhibition Report - Library Strategy 2022-2026 (Ref: ; Author: Darcy/McGowan) (Continued)

<p>Club run for at least one hour, and sitting on those plastic chairs (or the corner lunge chairs) is quite uncomfortable. Even if it's fixed, padded seating along a wall, where a 'lid' could be included, for storage of equipment. Or it could be left open at the front, for the same purpose. To be clear, I'm not suggesting lounge chairs. Thanks for considering.</p>	
<p>Indigenous culture in the library in the form of art or installations is welcome. However, Indigenous outreach would arguably be more beneficial: coffee mornings with a side of book club, perhaps; or indigenous playgroups; or cultural events. Ideally, even books in local languages available for everyone to borrow.</p>	<p>Comments and suggestions noted. Libraries are already actioning some of these ideas already and it will be considered further in conjunction with the Reconciliation Action Plan</p>
<p>Really like the library strategy. I'm so impressed with the library, the staff and what great value it offers a wide range of local people</p>	<p>Noted.</p>
<p>For years I have been requesting better opening hours for Bungendore Library. Due to the rural population many of us do not travel to Bungendore on the days the library is open and then on the days it is open the hours are strange and we find ourselves there for appointments on days with the time of the library opening well after we have left. Why is the library not staffed M-Sat 10-4? Surely the population is big enough we can have these hours by now. I hope with the plan to move the library due to the new high school we can have it more central to the town's centre and better opening hours.</p>	<p>Noted.</p> <p>Library hours will be reviewed in Bungendore. Usage and community demand will be a primary consideration.</p> <p>Library staff are largely from the local community but also need to be able to work at any branch in the region.</p>
<p>Also, consistency with the library is integral to the connectiveness and community we need. Having someone there who know you builds better connections between locals and the library. Having a chat with the librarian and them knowing your interests and saying 'Hey we got this new book in I think you will like this' is important. We get this at the post office. I miss this with the library not knowing who will be working that day if we make it in. Whilst there is this belief that moving employees around builds better workforce it isn't what people want. I've seen it in schools when teachers have been forced to move on and the school loses the knowledge and connections that teacher had. Don't do it with the library, have your staff there who connect with the community - don't move people around here there and everywhere. You may find that the consistency will help bond with the community.</p>	<p>Collection and programs will be reviewed as part of the strategy implementation.</p>
<p>The collection is also minimal. There are a huge number of novels at the Queanbeyan and Bungendore Libraries, yet the collection of books like language, sewing etc... are minimal. There needs to</p>	

9.19 Post-Exhibition Report - Library Strategy 2022-2026 (Ref: ; Author: Darcy/McGowan) (Continued)

be more books for the collection in this area. At one stage the librarian in Bungendore specifically got books from Queanbeyan for me to borrow as I had already borrowed all the craft books in Bungendore (note I was not traveling to Queanbeyan at the time).

The collection also needs some textbooks that are not just HSC books. The region has a vast number of home-schooling families it would be good if you could also better cater to them. Maybe connect with them about offerings that will get them more into the library.

This includes a Bungendore library there are many who are home-schooling in this location and rurally.

Many of the school holiday programs you offer are on days we can't attend as we have other events on in other locations for the library event closest to us. Whilst my child likes Lego, they can't build something meaningful (their words) in an hour. Maybe the new library space we have can have a room where people can have these events and have crafting opportunities on many days in school holidays. What about tapping into the local community and seeing who can offer something? For example, there was a lady teaching darning at the southern harvest markets. What is the potential to offer something different on each day of the school holidays?

We go to Dickson Library weekly when we are in ACT. We get children's books, novels, and graphic novels as well as non-fiction. ACT has a huge selection of non-fiction. If Bungendore library had better opening hours, we would go there weekly like we used to when the children were toddlers.

I also miss the knitting group that used to meet casually at Bungendore library too. It might be nice to offer a craft meetup in the library (when there is better space) on a day when the CWA (4th Monday) and War Memorial Hall Craft group (every Thursday) meets. The issue we find is that many activities in Bungendore and the library opening hours do not align with our other activities and thus we miss out on local things (note it is not possible to change these events in our calendar, but it would be nice if there was more available locally on Tuesdays and Fridays).

See email attachment for full details.

1. Strengthening/enhancing the local collections
2. Investigate creation of QPRC Heritage Centre
3. Collection development policies

1.The Local History Collections Policy will address this issue
2. Council will consider options for Local History spaces
3. Collection Development Policy has recently been updated and



9.19 Post-Exhibition Report - Library Strategy 2022-2026 (Ref: ; Author: Darcy/McGowan) (Continued)

<ul style="list-style-type: none"> 4. The roles of the State Library of NSW and NSW State Archives and Records Authority 5. A difficult to understanding infographic 6. QPRC LGA museums 7. The 'IP&R' initialism 	<p>the Local History Collection Policy is currently being drafted</p> <p>4. We are bound by legislative requirements by SLNSW. This point is something that aligns better with Local History Collections Policy</p> <p>5. Noted and definition of active member to be included.</p> <p>6. Museums across QPRC are managed by independent Historical Societies. Council staff provide liaison and support</p> <p>7. Agreeable change</p>
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Conclusion

After a thorough engagement process and considering the suggestions raised while the strategy was on exhibition, the Library Strategy is ready for Council endorsement.

Attachments

- Attachment 1 Library Strategy 2022-2026 FINAL (*Under Separate Cover*)
-  Attachment 2 Response to Library Strategy by D McDonald (*Under Separate Cover*)
- 

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.20 Post-Exhibition Policy Report - Code of Meeting Practice (Ref: ; Author: Monaghan/Flint)

File Reference: 52.5.4

Recommendation**That Council adopt the Code of Meeting Practice as attached to this Report.****Summary**

On 12 October 2022, Council considered Code of Meeting Practice and resolved to place it on public exhibition for 42 days from 14 October 2022 to 25 November 2022. The exhibition period has been completed, submissions received, and the policy in its current form is put back to Council for consideration. A summary of the issues raised in the submissions and recommended actions are shown in the below table.

Report

Submission:	Council Response	Recommendation
<p>1.</p> <p>It is a valuable asset to have a written Code of Meeting Practice. The theory however does not always translate into practice. The current Council could improve a number of points and they need to be stressed in the written Code. "A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. the notice of motion must be in writing and must be submitted by noon of the Wednesday one week prior to the meeting being held." does this occur? how can Council ensure that all are informed of such notices in the nominated time?</p> <p>Political grandstanding takes valuable time away from issues that affect the wider community and will likely increase as the NSW Government elections draw nearer. Given the financial obstacles facing Council, it would be useful if this was kept to a minimum and Councillors remember that they are there to serve the wider community as per the guidelines of their job description "to represent the collective interests of</p>	<p>This does occur. The General Manager is responsible for ensuring a Councillor's notice of motion is received and dealt with as outlined in the Code of Meeting Practice.</p> <p>Noted</p>	<p>No changes to Policy</p>

9.20 Post-Exhibition Policy Report - Code of Meeting Practice (Ref: ; Author: Monaghan/Flint) (Continued)

Submission:	Council Response	Recommendation
<p>residents, ratepayers and the local community" and "and impartially carry out the functions to the best of their abilities. "</p> <p>Perhaps Item 2.1 of the Code should be read prior to each meeting so that Councillors can be more mindful of their roles.</p>		
<p>2. Minor amendment to Clause 17.10 "A notice of motion to alter or rescind a resolution relating to a development application and the awarding of contracts must be submitted to the General Manager no later than 5.00pm on the Friday following the meeting at which the resolution was adopted."</p> <p>When Council resolve to award a contract, this is legally enforceable and cannot be rescinded.</p>	Submission accepted	Code of Meeting Practice updated to reflect this change

Risk/Policy/Legislation Considerations

Nil

Financial, Budget and Resource Implications

Nil

Links to QPRC/Regional Strategic Plans

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

Conclusion

The matters raised in both submissions have been considered and appropriate changes to the policy have been made. The policy is now recommended for adoption.

Attachments

Attachment 1 Code of Meeting Practice (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.21 Post-Exhibition Policy Report - Parking and Enforcement Priority Policy (Ref: ; Author: Hansen/Flint)

File Reference: 52.5.4

Recommendation

That Council adopt the Parking and Enforcement Priority Policy as attached to this Report.

Summary

On 12 October 2022, Council considered the Parking and Enforcement Priority Policy and resolved to place it on public exhibition for 28 days from 13 October 2022 to 10 November 2022. The exhibition period has been completed, submissions received, and the policy in its current form is put back to Council for consideration. A summary of the issues raised in the submissions and recommended actions are shown in the below table.

Report

Submitter:	Submission:	Council Response	Recommendation
1	<p>6.1.4 & .6, Why list separately between residents and Housing NSW Tenants. Surely the same rules apply to both as "Residents". In any case the development they live in should be providing their parking.</p> <p>6.3.2 - Only Public Sector Agencies?</p> <p>6.5.2 Stopping near a bus zone isn't illegal Parking within 3m of road centre line marking isn't illegal - check road rule 208 (6) & (7) for the correct words</p>	<p>Comment accepted</p> <p>Comment accepted</p> <p>Bus zone comment accepted</p> <p>Stopping within 3m of a road centreline marking is correct.</p>	<p>Clause amended to remove reference to Housing NSW Tenants</p> <p>Clause amended to reference 'Businesses' rather than 'Public sector agencies'</p> <p>Clause 6.5.2 will be amended to be "bus zone/bus stop".</p> <p>No amendment to the 3m parking from a road centreline.</p>
2	Looks OK. Glad to see the previous attempt to allow parking on verges has been reversed.	Noted	No changes required to Policy
3	The policy places significant onus on individuals and businesses but does not recognise that Council has failed to provide safe parking spaces adjacent to Queanbeyan East Public School (for example)	Noted	No changes required to Policy

**9.21 Post-Exhibition Policy Report - Parking and Enforcement Priority Policy (Ref: ;
Author: Hansen/Flint) (Continued)**

Submitter:	Submission:	Council Response	Recommendation
	<p>which leaves those using the industrial area and the school with minimal SAFE options for their clients, deliveries or those visiting the school (drop off and pick up). There are only three 15-minute parking spaces on Thurralilly street for school use on the school side), this is insufficient when there are functions on at the school and for drop off and pick up.</p> <p>Visitors to the school then take up spaces that are needed by the businesses in the industrial area and there is an increased risk to safety, especially where two children need to enter the car and carers are left on the road to safely strap children in. The increase in penalties should demonstrate to Council, in this instance, that there are minimal options and people are forced to park in the only space available. Many parents would use the bus to send their child to QEPS but passes are being refused, despite the fact there is no safe pedestrian route to the school from the majority of East Queanbeyan. Those successful in obtaining a bus pass have had to go through the P&C for assistance for what should be an obvious and straightforward process, and is one solution that would assist in easing traffic and safety issues in the area.</p> <p>Education, resources and infrastructure should be being used in the first instance to address parking and safety issues, not increased penalties, these should be a last resort. Perhaps rangers could stop their vehicle, get out and talk to parents and business owners and point out the safety issues and the rules before commencing to fining people, even 30 minutes at the start of the</p>		

**9.21 Post-Exhibition Policy Report - Parking and Enforcement Priority Policy (Ref: ;
Author: Hansen/Flint) (Continued)**

Submitter:	Submission:	Council Response	Recommendation
	school year would be a start and more educational than driving by and pressing a button on the camera, these have their place and it's after community education, engagement and providing suitable options in public places.		

Risk/Policy/Legislation Considerations

Nil

Financial, Budget and Resource Implications

Nil

Links to QPRC/Regional Strategic Plans

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

Conclusion

The matters raised in both submissions have been considered, no changes to the Policy as they stand have been made and is now recommended for adoption.

Attachments

Attachment 1 Parking and Enforcement Priority Policy (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.22 Post-Exhibition Policy Report - Sustainable Design for Council Buildings and Shopping Trolley Management (Ref: ; Author: Monaghan/Flint)

File Reference: 52.5.4

Recommendation

That Council adopt the Sustainable Design for Council Buildings Policy and Shopping Trolley Management Policy as attached to this Report.

Summary

On 26 October 2022, Council considered the Sustainable Design for Council Buildings Policy and Shopping Trolley Management Policy and resolved to place them on public exhibition for 28 days from 31 October to 28 November 2022. The exhibition period has been completed, submissions received, and the policies are put back to Council for consideration. A summary of the issues raised in the submissions and recommended actions are shown in the below table.

Report

Submission:	Council Response	Recommendation
<p>1. <u>Sustainable Design for Council Buildings Policy</u></p> <p>I would like to highly recommend that the use of gas in any new council refurbishments or new buildings not be an option. Gas has become extremely expensive and is very toxic to humans and the environment. It also adds another service that needs to be maintained. There is enough knowledge and availability of renewable power in our council and region and council needs to be a leader in electrifying its infrastructure. ACT have already banned gas in new suburbs. If our buildings are efficiently built then there is no need for gas. Gas appliances that are being replaced should also be replaced with efficient electrical appliances.</p>	Concerns around use of gas accepted	Dot point added under clause 3.1 "Use of gas is discouraged and will only be permitted when strong justification for its use can be provided (eg swimming pool heating etc)."
<p>2. <u>Shopping Trolley Management Policy</u></p> <p>I don't think this policy is strong enough to force supermarkets to do anything about the trolleys that leave their premises. Nearly everyday I walk around the river I see trolleys left abandoned or actually in the river. They are a danger to animal</p>	Clause 6.1.3(a) of the Policy already covers what the submitter is requesting	No changes to made to policy.

9.22 Post-Exhibition Policy Report - Sustainable Design for Council Buildings and Shopping Trolley Management (Ref: ; Author: Monaghan/Flint) (Continued)

Submission:	Council Response	Recommendation
<p>life and also people when left lying around.</p> <p>Many councils have conditioned that supermarkets have the devices on the trolleys that make them stop once they leave a certain distance from a shop. I feel that we have had this problem for so long now that there needs to be something that is a lot more powerful in order to reduce the trolleys on the streets and in our beautiful river.</p>		

Risk/Policy/Legislation Considerations

Nil

Financial, Budget and Resource Implications

Nil

Links to QPRC/Regional Strategic Plans

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

Conclusion

The matters raised in both submissions have been considered and appropriate changes to each policy made. The policies in their current form, are now recommended for adoption.

Attachments

Attachment 1 Sustainable Design for Council Buildings Policy (*Under Separate Cover*)



Attachment 2 Shopping Trolley Management Policy (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.23 Presentation of 2021-22 Audited Financial Statements (Ref: ; Author: Monaghan/Sullivan)

File Reference: 43.6.3-06

Recommendation**That Council:**

- 1. Accept the audited General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for the year ended 30 June 2022, and note that public submissions will be accepted until 9 February 2022.**
 - 2. Note the additional claim for \$85,000 made by the Auditor General and write to the Minister of Local Government to advise that Council objects to the additional cost being notified after the completion of the audit work, and without sufficient justification.**
-

Summary

The Audit of the 2021-22 Annual Financial Statements (the financial statements) has now been finalised. The audited financial statements are attached including the qualified opinion from the NSW Audit Office for the general-purpose financial statements. The qualified opinion is based on the non-recognition of rural fire-fighting assets (RFS red fleet).

Council does not account for rural fire fighting plant and equipment (and never has) because the assets aren't owned, managed or controlled by Council. For the first time this year, the Auditor General has qualified all NSW Councils that have not performed a stocktake and valuation on RFS plant and equipment, and capitalised it within their financial statements. The Audit Office have based their different accounting opinion on a clause of the NSW Rural Fire Services Act which states that RFS red fleet assets are vested in Councils.

A qualified audit opinion poses a reputational risk to Council and could impact its ability to borrow. In expressing his qualified opinion on the general-purpose financial statements, Mr Kharzoo has indicated that no material deficiencies in the accounting records or financial statements have come to light during the audit.

Background

Council referred the financial statements to audit on 28 September 2022. The audit was conducted during the following three weeks and the audit period extended by the Audit Office until 30 November 2022.

During the audit the audit team identified the following issues that resulted in significant changes to the financial statements and contributed to delays in the audit.

1. As in all years previous, Council revalued (indexed) its water and sewer infrastructure. This year, the Audit Office required Councils to index all classes of infrastructure; and this was advised to Council during the 2022 audit. The indexation was accounted for in accordance with an independent fair value review of assets.

9.23 Presentation of 2021-22 Audited Financial Statements (Ref: ; Author: Monaghan/Sullivan) (Continued)

Council prepares its financial statements in accordance with the NSW Code of Accounting Practice that stipulates that only water and sewer assets are required to be indexed annually.

2. A prior period error in relation to natural disaster grant income received in July 2022 and relating to 2021 expenditure which was not accrued back into the previous year.

Following discussions with the audit team Council requested an extension of time for the submission of the financial statements until 30 November 2022 – a copy of the approval is attached.

The audit was completed on 30 November 2022 and the financial statements were submitted to the Office of Local Government on the same day.

Report

A summary of the financial statements is provided below

	2022 \$ '000	2021 Restated \$ '000
Income Statement		
Total income from continuing operations	257,997	234,390
Total expenses from continuing operations	159,744	155,832
Operating result from continuing operations	98,253	78,558
Net operating result for the year	98,253	78,558
Net operating result before grants and contributions provided for capital purposes	(4,884)	(4,269)
Statement of Financial Position		
Total current assets	152,740	164,683
Total current liabilities	(61,510)	(58,427)
Total non-current assets	2,106,818	1,878,268
Total non-current liabilities	(112,078)	(86,347)
Total equity	2,085,970	1,898,177
Other financial information		
Unrestricted current ratio (times)	1.14	1.78
Operating performance ratio (%)	(1.74)%	(0.29)%
Debt service cover ratio (times)	3.78	2.98
Rates and annual charges outstanding ratio (%)	8.02%	9.25%
Infrastructure renewals ratio (%)	123.69%	127.75%
Own source operating revenue ratio (%)	46.97%	49.15%
Cash expense cover ratio (months)	9.31	8.10

A further summary of the financial results and detailed audit observations is contained in the audit report starting on page 70 of the financial statements.

9.23 Presentation of 2021-22 Audited Financial Statements (Ref: ; Author: Monaghan/Sullivan) (Continued)

Mr Michael Kharzoo from the NSW Audit Office will be in attendance to provide further commentary and to answer any questions from the Council.

Risk/Policy/Legislation Considerations

In accordance with the Council resolution on 28 September 2022, the financial statements were issued by the General Manager and placed on public exhibition on 6 December 2022. Comments and submissions on the contents are open until Thursday 9 February 2023.

Sections 413 to 428 of the Local Government Act describe the legislative requirements for the preparation, adoption, auditing, and public presentation of the annual financial statements.

Section 418 requires that as soon as practicable after Council receives a copy of the auditor's report, it must fix a meeting to present the audited financial statements to the public, and that the financial statements must be made available for public inspection at least seven days prior to the Council meeting that they are presented.

Section 420 allows any person to make a submission in writing with respect to the audited financial statements within seven days after this meeting and all submissions must be referred to Council's auditor. In accordance with Council's community engagement policy the closing date for submissions is Thursday 9 February 2023.

Operating Result

Council's consolidated operating result (after capital) is a deficit of \$4.8 million. By fund, the general fund recorded a \$12.4M deficit, the water fund recorded a \$2.9M surplus and the sewer fund recorded a \$4.7m surplus. Council's prior year consolidated operating result (after capital) was restated because of a correction of a prior period error from \$7.9m deficit to \$4.2m deficit – the error related to natural disaster funding (general fund)

The deficit is driven by several factors, including a \$2m fair value decrement on T-Corp managed funds, and an additional \$4.4 mil in depreciation due to the recognition of developer gifted assets during the year.

Cash and Investments

Council recorded a total balance of cash, cash equivalents and investments as at 30 June 2022 of \$213M. After considering external and internal restrictions, Council held unrestricted cash of \$247,000. Whilst overall cash and investments increased by \$20.5M during the year, unrestricted cash remains very low due to increases in specific purpose loans and developer contributions. Council recorded a net receivables balance of \$32M as at 30 June 2022 which equals the restated balance at 30 June 2021 following the correction of the prior period error.

The following unusual or one-off items affected the 2022 operating result.

	2022 \$'000
Operating Result before capital grants and contributions	(4,884)
Add back one-off / unusual adjustments:	
Fair value decrement on investments	2,043
Additional ¼ prepayment of Financial Assistance Grant	(1,712)
Normalised consolidated result	(4,553)

9.23 Presentation of 2021-22 Audited Financial Statements (Ref: ; Author: Monaghan/Sullivan) (Continued)

Performance Measures

The operating performance ratio measure's Council's ability to fund operational expenditure with operational revenue. Council's operating performance ratio is negative, reflecting that QPRC recorded an operating deficit as a consolidated entity for the year ending 30 June 2022.

Own source revenue ratio measures the extent to which Council relies on external sources (i.e., grants and contributions) for revenue. Own source revenue remains below the benchmark of 60%, indicating that Council continues to attract a high level of grants from external organisations to fund local community projects and services, and that it could be at risk of becoming dependent upon external income for the provision of services.

The unrestricted current ratio is a measure of Council's ability to service its current liabilities. Council's unrestricted current ratio has fallen below the benchmark this year. This ratio is a critical measure and combined with the general fund operating deficits in subsequent years, indicates a high risk to Council's financial sustainability, without further corrective action.

The debt service ratio measure's Council's financial capacity to repay interest and principal on loan repayments. The debt service ratio remains above benchmark.

The rates and annual Charges outstanding ratio shows the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of debt collection policy. This ratio remains below the benchmark.

The cash expense cover ratio indicates the number of months Council could continue to pay its immediate expenses without additional cash inflow, it is currently well above the benchmark.

The 3 asset performance ratios indicate Council's high investment in asset renewal and replacement, and therefore, the low infrastructure backlog ratio where community infrastructure is otherwise deteriorated over time.

The asset maintenance ratio is an anomaly and has been affected by high levels of disaster recovery funding used for road, bridge and stormwater maintenance and repair.

Financial, Budget and Resource Implications

Cost of the Audit

The audit fees for the June 2022 audit are summarised below.

Program Code	Expense Type	Funding source	Amount
43.6.3	External Audit Fees	General Revenues	\$157,300

After completion of the audit, the Audit Office have made a claim for an extra \$85,000 for additional works completed during the audit. Council is currently investigating the basis for the additional claim before agreeing to any extra cost.

9.23 Presentation of 2021-22 Audited Financial Statements (Ref: ; Author: Monaghan/Sullivan) (Continued)

In normal arms-length consulting arrangements Council would require any consultant to provide early notification of a contract variation, and request approval before additional work is undertaken and before additional cost is incurred. Based on the information currently at hand, it is likely that management may object to the additional cost in part or in full, once the cost review has been completed.

Links to QPRC/Regional Strategic Plans

Financial management, accounting, and reporting are considered in Section 43.6 of QPRC's Operational Plan

Conclusion

The NSW Audit Office conducted the final audit with the provision of a qualified opinion on the general-purpose financial statements. As required by legislation, Council is required to present the audited financial statements to the public.

The delays will be the subject of a debrief with Council's Finance Team, together with the Audit Office team to review the audit process in January 2023. A constructive approach to understand the issues and implement improvements, with the assistance of Council's independent ARIC Financial Statements Subcommittee member, will be necessary to ensure the 2022/23 audit achieves a better outcome.

Attachments

Attachment 1 Annual Financial Statements 2021/22 (*Under Separate Cover*)



Attachment 2 Approval for Extension (*Under Separate Cover*)



File Reference: 43.6.5-04

Recommendation

That Council:

1. **Accept the financing offer from ANZ and authorise the Mayor and General Manager to enter loan agreements for \$44,661,000 in accordance with the terms outlined in this report that includes:**
 - **\$39,661,000 to finance the construction of the QCCP.**
 - **\$5,000,000 loan agreement to finance the construction of the Regional Sports Complex (Stage 1).**
2. **Authorise the use of the Common Seal for the execution of these Loan Agreements with ANZ Bank.**

Summary

In line with the adopted Operational Plan, Council requires loans to be drawn to finance capital projects in the current financial year.

Staff have sought quotes from all the major lenders and NSW Treasury Corporation to secure the best rates available and recommend that Council accept the offer from ANZ.

Background

Council's adopted September 2022 Quarterly Budget Review Report included proposed loan financing totalling \$44,661,000 for two projects in 2022/23 - Queanbeyan Civic and Cultural Precinct (QCCP) \$39,661,000 and Regional Sports Complex \$5,000,000.

The total repayment amount (P&I) was calculated based on indicative ANZ interest rate.

Table 1: Operational Plan Projects Current Budget with Loan Financing in 2022-23

Project	Capex	22-23 New Loans	20 year P&I per annum	Source of funding (P&I)
Regional Sports Complex – Stage 1	\$25,000,000	\$5,000,000	\$419,000	General income (rates), Sports Complex user fees and charges
QCCP	\$74,847,000	\$39,661,000	\$3,323,000	General income (rates), commercial rent, water, sewer, waste annual charges
		\$44,661,000	\$3,742,000	

Queanbeyan Civic and Cultural Centre

Council has previously secured NSW Treasury Corporation (TCorp) lending approval for the construction of the QCCP to the value of \$52,357,000, being the value of the community elements of the project. Financing was to be drawn down in stages to match construction timeframes -Tranche 1 - \$7,263,000 was drawn in June 2021 and Tranche 2 - \$26,000,000 was drawn in May 2022. The third tranche is \$19,094,000, and the remaining \$20,567,000 relating to the commercial elements of the building was required to be financed commercially.

In June 2022, TCorp advised Council that its loan approvals would require re-confirmation prior to drawdown because Council's projected financial performance had deteriorated between 2020 and 2021. They based their assessment on the change in the projections in Council's long term financial plans after February 2021.

In July 2022, Council adopted a long term financial plan that contained corrections on both the revenue and expense side, and addressed its financial sustainability. This plan was reviewed again and placed on public exhibition in November 2022. Council staff met with TCorp to submit the loan application on the basis of the corrected financial performance measures, and TCorp have now advised that they would not accept the new long term financial plan until the proposed SRV is adopted by Council and subsequently approved by IPART. This would delay a loan application until May 2023 – and create an added risk of significant interest rate movement, and inadequate cashflow to make contract payments to finalise the project.

Council have now sought additional quotes from all available commercial lenders in order to secure the funding needed to finalise its projects.

Regional Sports Complex

Council has previously secured NSW Treasury Corporation (TCorp) loan financing for the construction of the Regional Sports Complex to the value of \$10,000,000, which was drawn down in May 2022. The second stage of construction requires a \$5,000,000 tranche with a proposed December 2022 drawdown. Due to TCorp's additional loan requirements this loan is now being sourced commercially.

Report

Council staff sought quotations from the four major banks, Bendigo Bank and Unity Bank. After assessing the submissions it is recommended Council accept a 20 year fixed term loan with ANZ Bank.

The recommended ANZ loan provides repayment certainly over the full 20 year repayment term, minimising the risk of unfavourable market conditions and increased interest rates over the life of the loan.

Indicative interest rates have been submitted by lenders under commercial in-confidence and are provided as a confidential attachment to this report.

The recommended ANZ quotation is as follows:

Loan 1 - QCCP - \$34,661,000 - quarterly principal and interest repayments for a 20-year term with an indicative fixed interest rate outlined in the confidential attachment.

Loan 2 - QCCP - \$5,000,000 - quarterly principal and interest repayments for a 20-year term with years 1-5 having an indicative fixed interest rate outlined in the confidential attachment and year 6 onwards having a variable interest rate. This loan structure was devised with the view to make a lump-sum payment against the loan from the sale of surplus Council property without Council incurring potential loan break costs.

9.24 2022-23 Borrowing Program (Ref: ; Author: Monaghan/Drayton) (Continued)

Loan 3 – Regional Sports Complex - \$5,000,000 - quarterly principal and interest repayments for a 20-year term with an indicative fixed interest rate outlined in the confidential attachment.

Risk/Policy/Legislation Considerations

Section 621 of the Local Government Act 1993 allows NSW councils to borrow funds outlined in their Operational Plan. A council resolution must be passed prior to drawing down any loan funds.

While a fixed rate loan provides repayment certainty over time, there is a risk that interest rates will decrease during the life of the loan, however there is a greater risk interest rates could rise over time.

Financial, Budget and Resource Implications

Borrowing costs for 2022/23 and beyond have been budgeted for in Council's Long-Term Financial Plan and in the September 2022 Quarterly Budget Review Report.

Both the QCCP and Regional Sports Complex projects required Capital Expenditure Reviews to be completed and approved by the OLG. The Reviews allow the OLG to ensure that Council's investment decisions in major projects includes consistent and rigorous evaluation of the capital expenditure, including the merits of project and resource allocation. Both reviews have been approved.

Conclusion

It is recommended that Council engage ANZ Bank as the preferred lender of the \$39,611,000 to fund the remaining QCCP costs of construction, and for a further \$5,000,000 towards the construction costs of the Regional Sports Centre.

Attachments

Attachment 1 Borrowings Quotation Dec 2022 (*Under Separate Cover*) -
CONFIDENTIAL

File Reference: 43.6.5-02

Recommendation

That Council:

1. **Receive the Investment Report for the month of November 2022.**
 2. **Note the investment return for November 2022 was \$1,047,691.**
 3. **Note the investment portfolio has been made in accordance with the *Local Government Act (1993)*, the *Local Government (General) Regulation (2021)* and Queanbeyan-Palerang Regional Council's Investment Policy.**
-

Summary

This report presents the investment result for November 2022.

Background

In accordance with Clause 212 of the Local Government (General) Regulation 2021, the Investment Report is presented to Council monthly.

Report

A list of Council's cash and investments held on 30 November 2022 is detailed in the attached Investment Report Pack.

Market Update - The Reserve Bank (RBA) continued the upward trend by raising the cash rate by 25 basis points at its December 2022 meeting. This is the eighth consecutive meeting the rate has increased, bringing the target to 3.10%. The statement accompanying the Board's decision continued include the expectation of further rate rises over the period ahead. The size and timing of these hikes will be determined by the incoming data and the Board's assessment of the outlook for inflation and the labour market in Australia.

Environmental Awareness - Market Forces is a campaign group focusing on environmental protection by exposing institutions financing projects that have a negative environmental impact. They have assessed over 115 banks, mutuals and credit unions to determine their position on lending to or investing in the fossil fuel (coal, oil, and gas) industry. Council's investment advisor, Laminar Capital has applied Market Forces' findings to Council's current investment portfolio with the results outlined in Section 5 of the attached Investment Report Pack.

Institutions that have lending to the fossil fuel industry can mitigate some of the impact by offering products that are environmentally aware.

The Climate Bonds Standard Board operates as an advisory committee of the Climate Bonds Initiative Board and oversees the development of the Climate Bonds Standard. The Climate Bonds Standard and Certification Scheme is a labelling scheme for bonds and loans. Rigorous scientific criteria ensure that bonds and loans with Certification are consistent with the 2 degrees Celsius warming limit in the Paris Agreement.

The scheme is used globally by bond issuers, governments, investors, and financial markets to prioritise investments which genuinely contribute to addressing climate change.

Council has \$8,000,000 (3.6% of the total portfolio) invested in deposits with Westpac which have been deemed suitable to carry the Climate Bonds Standard Certification badge.

9.25 Investment Report - November 2022 (Ref: ; Author: Monaghan/Drayton) (Continued)

Risk/Policy/Legislation Considerations

Council has a fiduciary responsibility to exercise the care, diligence, and skill that a prudent person would exercise in managing the affairs of other persons.

Council's investments, as listed in Table 2 of the attached Investment Report Pack, comply fully with section 625 of the Local Government Act 1993, clause 212 of the Local Government General Regulations 2021, and Council's Investment Policy.

Certified by Josh Staniforth, Responsible Accounting Officer, 8/12/2022.

The Investment Policy was adopted by Council on 9 September 2022 and is due for review in September 2023.

Financial, Budget and Resource Implications

Over the last 12 months, Council's portfolio produced an annualised rate of return of 0.25%, underperforming the benchmark Bank Bill Index by -0.76%.

On 30 November 2022, the principal amount invested was \$223,178,251 and the 2022/23 financial year to date return was \$3,292,508 which is 82.6% of Council's 2022/23 budgeted return.

Of the total \$223 million investment portfolio, Council holds \$27.7 million in TCorpIM long-term (LTGF) and medium-term (MTGF) funds. Both funds provided positive returns in November 2022 with respective gains of \$452,499 and \$181,881.

The following table shows the funds' performances since the original deposit.

	LTGF \$	MTGF \$
2017-18	981,891	-44,845
2018-19	1,160,462	635,485
2019-20	21,702	37,815
2020-21	2,557,413	927,076
2021-22	-1,300,450	-742,711
2022-23		
July	566,003	326,066
August	-79,823	-111,673
September	-504,031	-212,626
October	598,842	226,644
November	452,499	181,881
December		
January		
February		
March		
April		
May		
June		
Return since inception	4,454,509	1,223,111
Initial Placement	\$12,000,000	\$10,000,000

While these funds are exposed to additional investment risks to generate higher potential returns, they are structured with longer term time horizons. The minimum advised investment time frame for the MTGF is 3-7 years and 7+ years for the LTGF.

Paired with cash asset classes, these growth assets form a diversified portfolio within the restrictions of the Investment Policy.

Council's cash and investment balance is made up of restricted and unrestricted funds. Restrictions can be external eg Developer Contributions, or internal eg by resolution of Council. Restricted investments cannot be used for general purpose expenses as they are either subject to some form of external legislative or contractual obligation or are dedicated to future Council commitments.

9.25 Investment Report - November 2022 (Ref: ; Author: Monaghan/Drayton)
(Continued)

The following tables show the 30 November 2022 cash and investments balance by fund and by restriction.

Fund	\$
General	89,534,753
Water	43,283,327
Sewer	84,713,104
Trust	187,045
Unrestricted*	5,460,022
Total Cash & Investments	223,178,251

Restriction	\$
Unexpended Loans	5,560,758
Developer Contributions	60,166,244
Unexpended Grants	17,679,179
External Restrictions (Other)	119,623,184
Internal Restrictions	14,688,864
Total Restrictions	217,718,229
Unrestricted*	5,460,022
Total Cash & Investments	223,178,251

Unrestricted funds are a working balance and fluctuate over time as Council's operational plan is carried out during the financial year.

Links to QPRC/Regional Strategic Plans

Financial management, accounting, and reporting are considered in Section 43.6 of QPRC's Operational Plan.

Conclusion

On 30 November 2022, the 2022/23 financial year to date investment return amounted to \$3,292,508. Investment returns are added to the associated restricted funds (e.g. developer contributions) that form Council's investment portfolio.

Attachments

Attachment 1 Investment Report Pack - November 2022 (*Under Separate Cover*)



File Reference: 52.7.1

Recommendation

That Council:

- 1. Accept the resignation of Cr Ternouth and declare a casual vacancy of a Councillor at Queanbeyan-Palerang Regional Council.**
 - 2. Notify the NSW Electoral Commission within seven days of 31 December 2022 that a Countback election is necessary to fill the casual vacancy.**
-

Summary

The formal resignation of Cr Jacqueline Ternouth as Councillor for QPRC has been received by the General Manager, effective 31 December 2022.

QPRC has resolved to fill casual vacancies using a countback in the first 18 months of its term, and the General Manager is required to notify the NSW Electoral Commission within seven days of the effective resignation date.

The process of the countback and declaration of which candidate is elected is managed by the NSW Electoral Commission (NSWEC).

Background

Prior to the ordinary NSW local government elections held in December 2021, amendments to NSW Legislation enabled Councils to choose for the first time to use countback elections, instead of by-elections, to fill any Councillor vacancies arising after the ordinary elections.

At the first meeting of this Council, it was resolved that if Council declared a casual vacancy of a Councillor within 18 months after the 4 December 2021 Council elections, then this will be filled by a countback of votes. Further, that the General Manager to notify the NSWEC of Council's decision (**Resolution No 013/22**).

Report

The countback is conducted using the same ballot papers from, and the same proportional representation voting count system as, the ballot papers from the local government elections held on 4 December 2021.

The timeline for a countback election is:

1. The NSWEC is notified of the casual vacancy, within seven days of it occurring.
2. A Returning Officer (RO) is appointed within 14 days of the notification of the vacancy.
3. Casual vacancy notices are issued within 14 days of the appointment of the RO.
4. Where a candidate is interested, they must submit a formal application to the returning officer. The application period closes after 10 days of the notices being issued.
5. The countback is conducted at least 14 days from when the vacancy notices are issued and no more than 49 days from when the casual vacancy occurred.

9.26 Councillor Resignation (Author: Ryan/Ryan) (Continued)

The RO will contact all 64 potential candidates from the election who may still qualify to be elected to the office of Councillor. Where the candidate is interested, they must submit a formal application. All candidates who submit and do not withdraw their application become eligible candidates.

Information on the countback and procedure may be found at the NSWEC website <https://elections.nsw.gov.au/elections/how-counting-works/countback-elections>

Risk/Policy/Legislation Considerations

Countback elections are described in Schedule 9A of the Local Government (General) Regulation (2021) and the NSW Electoral Act (2017).

At a countback election, a sitting Councillor cannot be unelected, and non-eligible candidates cannot be elected.

Financial, Budget and Resource Implications

The estimated cost to Council to undertake the Countback is \$15,000.

Links to QPRC/Regional Strategic Plans

Strategic Pillar 5: Capability: Contemporary civic leadership and governance that is open, transparent and accountable.

1. Our community is serviced by an efficient, effective and innovative Council.
2. Council is an open, accessible and responsive organisation.

Councillors have responsibilities under the *Local Government Act (1993)* to represent the views of the community while making decisions in their interests, demonstrate conduct that the community expects and deserves, and plan and oversee the running of a significant and complex business.

Conclusion

The formal resignation of Cr Ternouth as Councillor for QPRC will create a casual vacancy to be filled using a countback election, as is in the first 18 months of this Council term.

The General Manager is required to notify the NSW Electoral Commission within seven days of the effective resignation date. The process of the countback election and declaration of which candidate is elected is managed by the NSWEC. There are 64 potential candidates who will now be contacted and asked if they wish to be considered for election in the countback. There will be no costs incurred for these candidates.

The General Manager will be available to respond to any questions from the potential candidates.

NSWEC will provide communications and website links for QPRC website and manage the whole process.

It is anticipated that a new Councillor will be elected and declaration made by the end of January/early February 2023.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 State Significant Development Application SSD 21184278 - Woodlawn Advanced Energy Recovery Centre - Council Submission (Ref: ; Author: Thompson/Thompson)

File Reference: 34.1.10

Recommendation

That the report be received for information.

Report

The Woodlawn Advanced Energy Recovery Centre is a proposal to establish a waste to energy facility at the existing Woodlawn Eco Precinct near Tarago. Waste will be combusted in a high temperature incinerator to produce steam that is used to run a turbine to produce electricity.

The Recovery Centre involves the construction and operation of the following elements:

- an energy from waste facility with a capacity to generate up to 30 megawatts of electrical energy by thermally treating up to 380,000 tonnes per year of residual municipal solid waste and residual commercial and industrial waste;
- management of residual by-products (ash) generated by the facility, including:
 - incinerator bottom ash handling equipment, maturation area and disposal to landfill; and
 - on-site landfill cell for the disposal of air pollution control residues;
- ancillary infrastructure, including waste feedstock handling and storage area, administration buildings, education centre, landscaping and stormwater and drainage infrastructure;
- site access, internal access roads, parking and weighbridges; and
- utilities and services, including a new substation.

The proposal is State Significant Development. This means the consent authority is the NSW Government. As such State Significant Development Application SSD-21184278 was lodged and placed on public exhibition on 26 October 2022.


While the Recovery Centre is not located in the QPRC local government area, its location in close proximity to the QPRC/Goulburn Mulwaree border means that many QPRC residents could potentially be affected. As a result, Council has been a stakeholder in the proposal and has previously considered this matter at its meetings of 21 November 2021 (Item 12.2) and 23 February 2022 (Item 10.1). In both cases Council reiterated its opposition to the proposal.

Following formal exhibition of the Environmental Impact Statement in late October 2022 Council was invited to make a submission on the proposal. Council received a presentation from Veolia at a workshop on 1 November 2022 and subsequently requested that staff prepare a submission stating Council's opposition to the project.

Submissions were initially required to be lodged before 6 December 2022, and as this did not fit within the Council's meeting schedule the submission needed to be prepared and submitted before being endorsed by Council at this meeting. With input from Councillors, staff prepared a submission and submitted it by the due date. It is noted that the submission date has subsequently been extended until 13 December 2022.

For the information of Councillors and members of the community a copy of the submission is attached to this report.

Attachments

Attachment 1 	Council Submission on Woodlawn Advanced Energy Recovery Centre Lodged 6 December 2022 (<i>Under Separate Cover</i>)
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REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.2 Land-Use Planning Projects / Activities - Status Report (Ref: ; Author: Thompson/Carswell)

File Reference: 26.1.98-02, 26.1.98-07

Recommendation

That the report be received for information.

Report

Attached is a report which updates progress on the programs, projects and activities of the Land-Use Planning Branch for the period 1 April to 2 December 2022. It is the latest in a series of regular reports with the last one being considered at the Council Meeting of 13 April 2022 (Item No. 10.1).

Key matters outlined in the attached status report include:

- Queanbeyan-Palerang Regional Local Environmental Plan 2022 and associated work
- Development Control Plans
- Planning Proposals
- Scoping Proposals
- Amendments to PLEP 2014
- Amendments to QLEP 2012
- Review of land zoned E4 (C4) Environmental/Conservation Living
- Local Planning Agreements
- Plans of Management including Crown Land
- Spatial/Land Information Systems
- Braidwood Heritage Centre Funding Agreement
- Section 10.7 certificates.

These topics generally align with the program areas administered by the Branch and include:

- 26.1.1 Planning Instruments (LEP/DCP)
- 26.1.2 Planning Proposals
- 26.1.3 Planning Strategies and Policies
- 26.2.1 Plans of Management (PoM)
- 26.2.2 Crown Land
- 26.4.1 Land Information Systems (LIS)
- 26.4.2 Geographical Information System (GIS) – data layer management
- 26.5.1 Queanbeyan-Palerang's Heritage
- 26.6.1 Certificates
- 26.7.1 Native Title.

Most of the above program areas have a statutory basis which either require them to be undertaken or require some output from them.

This report includes notations where projects relate to actions specifically identified in the Local Strategic Planning Statement which is one of the primary drivers of actions for the Branch.


10.2 Land-Use Planning Projects / Activities - Status Report (Ref: ; Author: Thompson/Carswell) (Continued)

Projects considered to be a priority and progressed during this reporting period include:

- Finalising the *Queanbeyan-Palerang Regional Local Environmental Plan 2022*.
- Updating all parcels of land in Council's Property and Rating system for the new local environmental plan (i.e. about 100,000).
- Updating all Intramap attributes for the new *Queanbeyan-Palerang Regional Local Environmental Plan 2022*.
- Updating section 10.7 planning certificate templates for the new LEP.
- Continuing to draft an Affordable Housing Strategy. This will give effect to Council's resolution of 9 March 2022 (Minute No. 105/22).
- Drafting a housekeeping local environmental plan. This dealt with policy matters related to the Googong development area. These generally arose from the *Queanbeyan-Palerang Regional Local Environmental Plan 2022* which couldn't be dealt with as it was basically an administrative combination of all of the principal Local Environmental Plans applicable to the Queanbeyan-Palerang Local Government Area
- Continuing to progress a planning proposal for the new Abbeyfield site on that part of the Majara Street to be closed north of Turallo Terrace. Once notified this will enable Abbeyfield to lodge a development application for seniors housing for seniors on low incomes.
- Continuing to draft a discussion paper for the Braidwood Structure Plan. Amongst other things this will consider and identify suitable land options in Braidwood to accommodate additional growth including residential housing.
- Continuing to participate in the NSW Government's South Jerrabomberra Regional Jobs Precinct which has required a considerable amount of staff resources.
- Processing 10.7 planning certificates. These are required for the conveyancing process in NSW.
- Rural addressing and street naming which continues.

However, it also needs to be noted that the timing of some of the above projects/activities could be impacted by the Government's new policy of actively encouraging proponents to lodge proponent initiated planning proposals through the NSW Planning Portal. Once lodged staff are required to review and take certain other actions within specified times as outlined in the Government's LEP Guidelines (December 2021). At this stage Council has 5 proponent initiated scoping proposals which could result in planning proposals lodged through the Portal.

Attachments

Attachment 1  Land-Use Planning Projects/Activities - April to December 2022 (*Under Separate Cover*)

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.3 Bungendore Compulsory Aquisition Compensation Update (Ref: ; Author: Ryan/Hansen)

File Reference: 46.1.1-34

Recommendation

That the report be received for information.

Report

On the 31 October 2022, Council received a Notice of Compensation from School Infrastructure NSW for land acquired by the Minister for Education and Early Learning for the construction of the Bungendore High School.

Following receipt of the above advice, at the 9 November meeting, Council agreed to lodge an objection with the NSW Land and Environment Court to the amount of compensation offered (**Resolution No 459/22**).

On 17 November 2022, Council wrote to School Infrastructure NSW and requested payment of 90% of the compensation offered in accordance with Section 48(2) of the *Land Acquisition (Just Terms Compensation) Act 1991*.

Staff have also sought advice on lodging an objection to the Land and Environment Court objecting to the amount of compensation offered for both the Council land and the Crown land that was acquired. Following that advice, a Class 3 Application is being prepared for lodgement. It is anticipated that it will be lodged before the end of December.

It is anticipated that both appeals will be progressed in 2023.

Work has progressed on the development of the new office building in Bungendore with tenders for design and development of the new building ready to go once the initial compensation payment has been received.

Further developments on this matter will be reported to Council when they occur.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.4 Regional Cities November 2022 Meeting (Ref: ; Author: Ryan/Ryan)

File Reference: 52.8.2-01

Recommendation

That the report be received for information.

Report

The quarterly meeting of Regional Cities NSW was held at NSW Parliament House on Thursday 10 November, attended by the Mayor and General Manager.

Presentations and discussion topics included:

- RCNSW Election advocacy platform recommendations
- Regional NSW: Regional Housing Taskforce and NSW Government response
- Minister for Regional Roads and Transport, The Hon Sam Faraway MP
- Regional NSW: Regional City Living and Working Campaign concierge service
- NSW Planning Portal
- Deputy Premier NSW, the Hon Paul Toole MP
- Peter Tegart, Regional Roads Reclassification Panel Report

The resignation of Port-Macquarie Hastings Council from Regional Cities was noted.

The next meeting of Regional Cities will be held in February 2023.

Attachments

Attachment 1 Regional Cities NSW Draft Minutes - 10 November 2022 (*Under
Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR INFORMATION

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

File Reference: 21 December 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 17 November to 14 December 2022, the following workshops were held:

Date	Workshop Items	External Presenter/s (if applicable)
29/11/2022	1. Workers Compensation 2. Persons Living in Unauthorised Structures and Compliance Action 3. Sports Facilities Strategic Plan	From StateCover: Taylor Hender (Member Services) N/A N/A
30/11/2022	1. Transport for NSW: 16 Cities (Bus) Services Improvement Program and Queanbeyan Integrated Transport Plan 2. Audit and Risk Improvement Committee Chair (ARIC) Presentation 3. Town Centre Structure Plan - Googong Township Pty Ltd 4. Policies for Review December Meeting <ul style="list-style-type: none"> - Fireworks Policy - Local History Policy - Activity Cost/Distribution of Governance Policy - Use of Agricultural Chemicals in Public Places Policy 	From Transport for NSW: Vanessa Wilson, Kristan Pinochet, Chris Randle, Dane Graham and Lachlan Woods ARIC Chair: Andrew Cox From Googong Township Pty Ltd: Malcolm Leslie and Theo Van Veenendaal N/A

10.5 Councillor Workshops (Ref: ; Author: Ryan/Ison) (Continued)

Date	Workshop Items	External Presenter/s (if applicable)
06/12/2022	<ol style="list-style-type: none"> 1. Presentation by Fyshwick Business Centre 2. South Jerrabomberra Regional Jobs Precinct Master plan 	<p>From Fyshwick Business Centre: Jane Seaborn (Campaign Manager) and Rob Evans (President)</p> <p>From Regional NSW: Emma Thompson (Senior Project Officer) and Azaria Dobson (Director Sustainability, Partnerships and Concierge)</p>
07/12/2022	<ol style="list-style-type: none"> 1. Braidwood Structure Plan Discussion Paper 2. Bungendore High School – Council Submission 3. Use of Agricultural Chemicals in Public Places 	<p>N/A</p> <p>N/A</p> <p>N/A</p>
13/12/2022	<ol style="list-style-type: none"> 1. Corporate Sponsorship Policy 2. Briefing from Captains Flat Lead Taskforce 	<p>N/A</p> <p>From Department of Regional NSW: Anna Wyllie (Director South East), Nikolina Marinovic (Admin Convenor), Joanne Numm (Communications), Catherine Lewis (Legacy Mines) and Paul McBain, and from Crown Lands: Simon Williams (Area Manager, South East)</p>

Attachments

Nil

11.1 Local Traffic Committee Meeting - December 2022 (Ref: ; Author:
Hansen/Zubrinich)

File Reference: 31.4.1

Recommendation

That Council:

1. Note the minutes of Local Traffic Committee held on 6 December 2022.
2. Adopt recommendations LTC 41/2022 to LTC 48/2022 from the meeting held on 6 December 2022.

LTC 41/2022:	Under <i>The Roads Act 1993</i> approve the TCP/TMP for the Googfest event.
LTC 42/2022:	Under <i>The Roads Act 1993</i> approve the TCP/TMP for the Music by the River event with minor amendments.
LTC 43/2022:	Under <i>The Road Transport Act 2013</i> approve proposed Installation of shared paths, pedestrian crossing and parking restrictions at Jerrabomberra Public School as per design with amendment.
LTC 44/2022:	Under <i>The Road Transport Act 2013</i> approve proposed changes to traffic management at Bungendore Public School as per design with minor amendments.
LTC 45/2022:	Under <i>The Road Transport Act 2013</i> approve proposed changes to Crawford/Erin Streets as per design with amendments.
LTC 46/2022:	Under <i>The Road Transport Act 2013</i> approve proposed changes to parking adjacent to 35 Lowe Street Queanbeyan.
LTC 47/2022:	Under <i>The Road Transport Act 2013</i> approve proposed extension of centre BB line on Bonarba Link as per design.
LTC 48/2022:	Under <i>The Road Transport Act 2013</i> approve proposed 16 Regional Cities Services Improvement Program works at various individual sites as shown.

Summary

The Local Traffic Committee has submitted the minutes and recommendations of its meeting held on 6 December 2022 for Council's information and consideration.

Transport for NSW (TfNSW) is legislated as the organisation responsible for the control of traffic on all roads in New South Wales. Traffic is controlled by the installation of prescribed traffic control devices, such as regulatory signs, or traffic control facilities, such as medians.

TfNSW delegates certain aspects of the control of traffic on Regional and Local Roads to the Councils of Local Government areas. TfNSW continues to manage State Roads. Local Traffic Committees (LTCs) are a requirement of the delegation process.

The LTC is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and

11.1 Local Traffic Committee Meeting - December 2022 (Ref: ; Author: Hansen/Zubrinich) (Continued)

traffic control facilities. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to Transport for NSW or relevant organisation. Such matters must not be referred to the LTC.

The LTC will only review reports that have been prepared by staff and submitted to the LTC in accordance with its delegations. The members of the LTC will not undertake investigations of traffic matters or design traffic solutions.

Attachments

Attachment 1 LTC Minutes - 6 December 2022 (*Under Separate Cover*)



**11.2 Audit, Risk and Improvement Committee Minutes November 2022 (Ref: ;
Author: Monaghan/Cakalic)**

File Reference: 45.3.1-02

Recommendation

That Council note the minutes of the Audit, Risk and Improvement Committee held on 29 November 2022.

Summary

This report provides the minutes of the Audit, Risk and Improvement Committee (ARIC) meeting of 29 November 2022, as confirmed by ARIC members out of session.

The objective of the ARIC, as stated in its charter, is to provide independent assurance and assistance to Council. The agenda for the meeting is determined by an ARIC work plan, which is agreed to by the members. The work plan ensures that the legislated obligations of the ARIC, as prescribed under section 428a of the Local Government Act, is covered over the four meetings held annually.

The following is a summary of the reports received by the ARIC at its 29 November meeting.

- Verbal update on external audit activities by the Audit Office of NSW
- Internal audit activity report by O'Connor Marsden
- Chief Financial Officer update
- External Accounting Opinions received on RFS Red Fleet Assets commissioned by OLG and NSW Councils that conclude that RFS Red Fleet do not meet the Australian Accounting Standard definition of assets
- Review of ARIC actions arising and status of external and internal audit recommendations
- Director Infrastructure Services update on overdue audit action items
- ICT report
- Cyber Security Review report
- Draft Internal Audit Operational Policy
- Fraud and corruption prevention framework
- External reports of interest

Attachments

Attachment 1 ARIC Minutes - 29 November 2022 (*Under Separate Cover*)



**11.3 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes
(Author: Hansen/Duncan)**

File Reference: 52.3.3

Recommendation

That Council:

- 1. Note the minutes of Bungendore Town Centre and Environs Committee meetings held on 19 September 2022 and 17 October 2022.**
- 2. Include a public toilet facility in the upgrade of Frogs Hollow.**
- 3. Urgently reviews the schedule of flood mitigation works on Turallo Creek and prioritise works to prevent the isolation of Elmslea.**
- 4. Note support of the QPRC Resolution to defer a final decision on the way ahead pending further investigation of options and alternatives.**
- 5. Pending building development on its vacant lot on the corner of Gibraltar and Ellendon Streets, Council temporarily remediates the unattractive site by removing construction fencing and installing a low maintenance grass/garden area.**

Summary

The Bungendore Town Centre and Environs Advisory Committee has submitted for Council approval, minutes of meetings held on 19 September 2022 and 17 October 2022.

The following is provided in response to the above recommendations:

1. A concept plan for Frogs Hollow has been on exhibition with community and the inclusion of a public toilet was raised. Frogs Hollow is flood affected and investigations are required to determine if a toilet can be built in that location. The possibility of a toilet will be developed along with the plans for Frogs Hollow, which is anticipated to be completed by mid-2023.
2. The Bungendore Floodplain Risk Management Study and Plan already includes a channel from Tarago Road to the confluence of Halfway Creek and Turallo Creek along with improvements to a levy located on the southern side of Turallo Creek. There is no need to review the plan and the construction of the channel and the levy will be completed following the identification of suitable funding.
3. The site on the corner of Ellenden Street and Gibraltar Street is where the new Bungendore Office building is planned. It is intended to progress the design and commence construction as soon as possible. Funds are not available to beautify this area as requested and undertaking work on this site that will only be present for a relatively short period of time is not supported.



**11.3 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes
(Author: Hansen/Duncan) (Continued)**

In consideration of the above, the following changes to recommendations 2 – 5 is provided for Council's consideration.

That Council:

2. Note the Committees support for a public toilet facility in the upgrade of Frogs Hollow.
3. Note the Committees support for the flood mitigation works identified in the Bungendore Floodplain Risk Management Study and Plan. on Turallo Creek.
4. Note the Committees support of the QPRC Resolution to defer a final decision on the way ahead pending further investigation of options and alternatives.
5. Note the Committees request to temporarily remediate the site on the corner of Gibraltar and Ellendon Streets by removing construction fencing and installing a low maintenance grass/garden area.

Attachments

- | | |
|---|--|
| Attachment 1 | Bungendore Town Centre and Environs Advisory Committee Meeting Minutes - 19 September 2022 <i>(Under Separate Cover)</i> |
|  | |
| Attachment 2 | Bungendore Town Centre and Environs Advisory Committee Meeting Minutes - 17 October 2022 <i>(Under Separate Cover)</i> |
|  | |

NOTICE OF MOTIONS

12.1 Braidwood Recreation Ground (Author: Preston/Preston)

File Reference: 21 December 2022 reports

Notice

Councillor John Preston will move the following motion:

Motion

That Council:

- 1. Investigate and provide a report to Council on the drainage issues affecting the Braidwood Recreation Ground.**
 - 2. Develop a short-term option to rectify the drainage issues so emergency services have operational access to the grounds in any weather conditions.**
 - 3. Liaise with Emergency Services NSW to ensure an appropriate emergency helicopter landing site and associated access are identified and available while remediation works to the Recreational ground are undertaken.**
 - 4. Seek emergency grant funds from the New South Wales State Government to complete this work.**
-

Comment from Cr Preston in support of this Notice of Motion

The Braidwood Recreation Ground sporting fields have largely been closed for all community use over the past two and a half years as the surface has been waterlogged. The Recreation Grounds are situated on original wetlands and are prone to boggy, particularly following rain events. Typically, this water drains over time into the adjacent Recreation Creek.

During the last three years of above average rainfall drainage issues at the grounds have been compounded by various works which may have adversely affected surface and subterranean drainage into Recreation Creek. These works include the BMX bike track, piping and covering over of the creek, and profiling of the surrounding creek bank. Changes to the siting of the yet to be constructed skate park over the piped creek has the potential to further impact drainage issues if this leads to the overflow drain being blocked.

The closure of the grounds has had an impact on local sporting clubs, community sports participation (rugby, soccer, touch football, school sports carnivals, cricket) and general community recreational activities. The Recreation Ground sheds, change rooms and Life Centre have repeatedly flooded during the recent period of wet weather.

The Braidwood Recreational Ground is a designated NSW rescue helicopter landing site. Whilst helicopters can still safely land on the concrete cricket pitch, 2-wheel drive ambulances and other emergency vehicles are often impeded from accessing the waterlogged grounds. As recently as Saturday 12 November 2022, a casualty needed to be transferred from ambulance to helicopter and had to be carried/trolleyed approximately 120 metres across the grounds as the ambulance was not able to traverse the field. This presented an unsatisfactory risk for the casualty and ambulance staff. During the summer months, rescue helicopters routinely use the Recreation Ground for casualty transfers, and it would be prudent to ensure this use is reasonably assured.

12.1 Braidwood Recreation Ground (Author: Preston/Preston) (Continued)

Staff Comment**1. Investigate and provide a report to Council on the drainage issues affecting the Braidwood Recreation Ground.**

It is believed there is a highwater table under the Recreation Ground, that has completely saturated the soil profile of the sports fields, subsequently creating drainage problems. This problem has been exacerbated due to the current and ongoing wet weather conditions, causing the fields to be unplayable at this point in time.

Given the current conditions of the sports fields, and due to the desire for the community to play touch football this season, the Braidwood Showground has been made available to the Rugby Club with the provision of transportable lighting to enable night-time play.

Additionally, during severe wet weather events, the recreation grounds experience rapid overland flows through the site from roads to the north of the park. This is causing additional water and subsequent drainage issues for the site.

To offset the drainage issues, Council's Engineering Design team have put together a plan to grade table drains along Keder Street under the driveway of the Recreation Ground and along Araluen Street, to divert water around the fields. It is also proposed to construct concrete dish drains and/or grass swales in front of the Life Centre building and into the carpark area. These drains will capture and move surface water across the site and allow water to quickly drain from the site.

A contractor engaged to undertake the internal works, within the Recreation Area's project budget, and Council's Transport team are scheduling road drainage within existing programs. Concurrent to this, Council's sports fields team have top dressed the fields to eliminate ruts and hole that occurred during the wet weather.

To undertake a detailed and comprehensive drainage and reshaping of the playing fields, as requested by the Sports Club will require a design and total rebuild at an estimated cost of \$250,000 to \$300,000. This work has been included into the QPRC Sports Facilities Strategic Plan, however is currently unfunded and would be reliant on future grant funds.

2. Develop a short-term option to rectify the drainage issues so emergency services have operational access to the grounds in any weather conditions.

Unfortunately, there is no short-term solution to the drainage of the actual playing fields, due to the high-water table and black clay soils beneath. It is planned that the works to divert the storm water through the site will commence in December 2022, however, it is expected the high-water table will require a period of dry weather to recede. The roadside drainage will assist reducing the recharge rate.

The Emergency Services Operational access has now been moved to the Braidwood Showground and will be able to return once the site dries out.

3. Liaise with Emergency Services NSW to ensure an appropriate emergency helicopter landing site and associated access are identified and available while remediation works to the Recreational ground are undertaken.

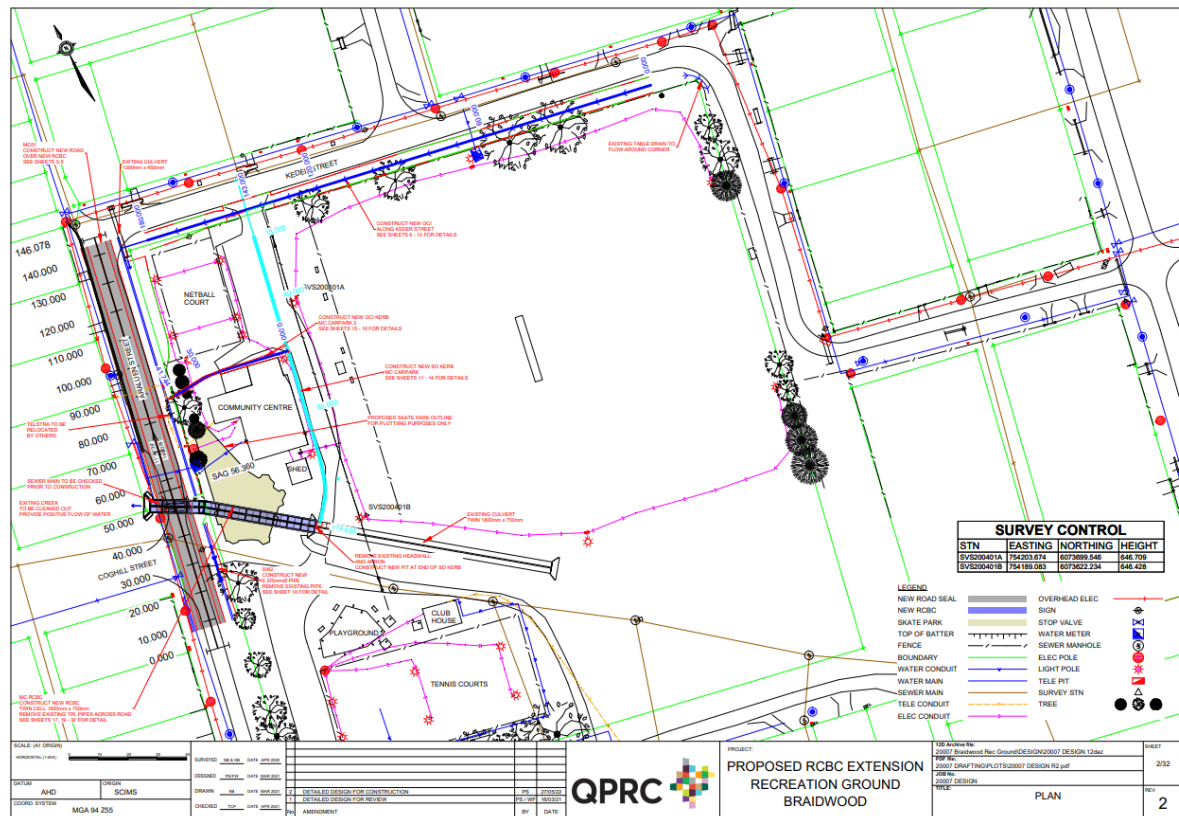
Council staff have liaised with all emergency services, who will be using the Braidwood Showground until further notice.

12.1 Braidwood Recreation Ground (Author: Preston/Preston) (Continued)

- 4. Seek emergency grant funds from the New South Wales State Government to complete this work.**

Staff will undertake investigations to source emergency funding options. The open dish drains and road drainage will be funded as part of the Recreation Ground Project or relevant roads program.

Attachment 1: RCBC extension design



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 Tender Evaluation - Design & Construct Wright Park Amenities

Item 16.1 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Queanbeyan Sporting Gallery Advisory Committee Minutes 10 October 2022

Item 16.2 is confidential in accordance with s10(A) (a) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.