



Ordinary Meeting of Council

AGENDA

26 April 2023

Commencing at 5.30pm

**Council Chambers
253 Crawford St, Queanbeyan**

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

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

Statement of Ethical Obligations

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

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

On-site Inspections - Nil

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

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

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Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

- 16.1 Minutes of the Queanbeyan Sporting Gallery Meetings

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.

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS

Open Attachments

- Item 9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy
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Attachment 2 Plans - DA.2022.1551 - 45 Sinclair Road PRIMROSE VALLEY (Under Separate Cover)
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Attachment 4 Draft consent conditions - DA.2022.1551 - 45 Sinclair Road, PRIMROSE VALLEY (Under Separate Cover)
- Item 9.3 Road Name Proposal - Elm Grove Stage 2 (Bungendore)
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- Item 9.4 Post Exhibition Report - Cat Containment Area Policy Review - Results of Community Consultation
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Attachment 2 Revised Cat Containment Area Policy - Community Engagement Report (Under Separate Cover)
- Item 9.5 Former Braidwood Library Community Use Proposal BYPAA
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- Item 9.6 QPRC draft Child Safe Policy
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**QUEANBEYAN-PALERANG REGIONAL COUNCIL
ORDINARY MEETING OF COUNCIL**

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- Item 9.7 Investment Report - March 2023
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- Item 10.3 Resolution Action Sheet
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- Item 11.1 Local Traffic Committee Meeting - 4 April 2023
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- Item 11.3 Minutes of the QPRC Sports Council Meetings
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Attachment 2 QPRC Sports Council Draft Minutes - February 2023 (Under Separate Cover)
- Item 12.1 Phasing out Gas for Council Operations
Attachment 1 Sustainable Design Council Buildings Policy (Under Separate Cover)
Attachment 2 Operations Climate Action Plan (Under Separate Cover)

Closed Attachments

- Item 16.1 Minutes of the Queanbeyan Sporting Gallery Meetings
Attachment 1 Queanbeyan Sporting Gallery Minutes - December 2022 (Under Separate Cover)
Attachment 2 Queanbeyan Sporting Gallery Draft Minutes - January 2023 (Under Separate Cover)



MINUTES OF THE ORDINARY MEETING OF THE QUEANBEYAN-PALERANG REGIONAL COUNCIL held via Zoom and at the Council Chambers, 253 Crawford St, Queanbeyan on Wednesday, 12 April 2023 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)
Cr Burton
Cr Grundy
Cr Macdonald
Cr Preston
Cr Taskovski
Cr Webster
Cr Willis
Cr Wilson

Staff: K Monaghan, A/General Manager
P Hansen, Director Infrastructure Services
J Richards, Director Community, Arts and Recreation
R Tozer, A/Director Corporate Services
R Ormella, Director Development and Environment
R Ryan, General Manager (via Zoom)

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

1. OPENING

The meeting commenced at 5.32pm.

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

108/23

RESOLVED (Winchester/Wilson)

That the apologies for non-attendance from Crs Biscotti and Livermore be received and that leave of absence be granted.

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 22 March 2023**

109/23

RESOLVED (Winchester/Taskovski)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 22 March 2023 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

110/23

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 Willis declared a less than significant non-pecuniary interest in Item 9.4: Local and Family History Collection Proposal to Relocate to Council Chambers Building, stating she is a member of the Queanbeyan and District Historical Museum Society which may have an interest in this matter. As the proposal does not confer any particular advantage on the society or its members relative to the general community, she proposed to remain in the Chamber and vote when the matter was considered.

Cr Webster declared a less than significant non-pecuniary interest in Item 12.1: Electronic Gaming Machines Reform, stating she works in the industry and has a family member who is the licensee of a licenced premises. She proposed to leave the Chambers when the matter was considered.

Cr Winchester declared a less than significant non-pecuniary interest in Item 12.1: Electronic Gaming Machines Reform, stating he is a board member of the Queanbeyan Leagues Club. He proposed to leave the Chambers when the matter was considered.

6. ADJOURNMENT FOR PUBLIC FORUM

At this stage of the proceedings, the time being 5.35pm, Cr Winchester advised that the meeting should now adjourn for the Public Forum.

111/23

RESOLVED (Winchester/Preston)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT: The meeting adjourned for the Public Forum at 5.35pm and resumed at 5.46pm.

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 Planning Proposal - Housekeeping Amendments to the Queanbeyan-Palerang Regional Local Environmental Plan 2022

MOVED (Macdonald/Wilson)

That Council agree to formally progress a Planning Proposal to allow further consideration of a number of proposed housekeeping amendments to the Queanbeyan-Palerang Regional Local Environmental Plan 2022 in respect of the Googong Urban Release Area.

AMENDMENT (Willis/Webster)

That Council agree to formally progress a Planning Proposal to allow further consideration of a number of proposed housekeeping amendments to the Queanbeyan-Palerang Regional Local Environmental Plan 2022 in respect of the Googong Urban Release Area, with the exception of the following measure:

- Changing the minimum lot size along the southern part of the Googong Township and Old Cooma Road, as it based on an assumption about future development on land south of Googong Township that has not been determined and, therefore, increased density arising from the proposed change to minimum lot size is not in the public interest at this time.

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

For: Crs Preston, Taskovski, Webster, Willis and Winchester
Against: Crs Burton, Grundy, Macdonald and Wilson

The amendment became the motion, was PUT and CARRIED.

112/23

RESOLVED (Willis/Webster)

That Council agree to formally progress a Planning Proposal to allow further consideration of a number of proposed housekeeping amendments to the Queanbeyan-Palerang Regional Local Environmental Plan 2022 in respect of the Googong Urban Release Area, with the exception of the following measure:

- Changing the minimum lot size along the southern part of the Googong Township and Old Cooma Road, as it based on an assumption about future development on land south of Googong Township that has not been determined and, therefore, increased density arising from the proposed change to minimum lot size is not in the public interest at this time.

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

Against: Crs Burton, Grundy and Macdonald

9.2 Post Exhibition Report - Draft QPRC Public Electric Vehicle Infrastructure Policy

113/23

RESOLVED (Willis/Preston)

That Council adopt the QPRC Public Electric Vehicle Infrastructure Policy and QPRC Public Electric Vehicle Charging Plan 2030.

The resolution was carried unanimously.

9.3 Community Plans

114/23

RESOLVED (Wilson/Preston)

That Council endorse the proposal to facilitate the development of a 10-year locality-based Braidwood Community Plan.

The resolution was carried unanimously.

Having declared a less than significant non-pecuniary interest in the following item, Cr Willis remained in the Chamber and voted.

9.4 Local and Family History Collection Proposal to Relocate to Council Chambers Building

115/23

RESOLVED (Willis/Macdonald)

That Council approve the relocation of the QPRC Local and Family History Collection to the current Council Chambers at 253 Crawford Street, Queanbeyan, upon vacancy; and refer the proposal to the Heritage Advisory Committee for feedback.

The resolution was carried unanimously.

- 116/23 **9.5 Dissolution of Braidwood Gymnasium and Bungendore Multi-Purpose School S355 Committees**
RESOLVED (Wilson/Grundy)
That Council:
 1. Dissolve both the Braidwood School Gymnasium and Bungendore Multi-purpose School Hall Section 355 Committees.
 2. Remove the Braidwood School Gymnasium facilities from the 2023-24 Council Fees and Charges.
 3. Continue to hire the Bungendore Multi-purpose School Hall until the expiry of the Memorandum of Understanding in 2025.

The resolution was carried unanimously.
- 117/23 **9.6 s.355 Committee Delegations**
RESOLVED (Grundy/Preston)
That Council approve the Delegations for Section 355 Committees.

The resolution was carried unanimously.
- 118/23 **9.7 Post-Exhibition Report - Library Local and Family History Collections Policy**
RESOLVED (Willis/Wilson)
That Council adopt the revised QPRC Library Local and Family History Collections Policy.

The resolution was carried unanimously.
- 119/23 **9.8 Post-Exhibition Report - Corporate Sponsorship Policy**
RESOLVED (Wilson/Grundy)
That Council adopt the Corporate Sponsorship Policy as attached to this report.

The resolution was carried unanimously.
- 120/23 **9.9 Post-Exhibition Report - Footpath Management Policy**
RESOLVED (Willis/Preston)
That Council adopt the Footpath Management Policy as attached to this report.

The resolution was carried unanimously.

- 121/23 **9.10 Internal Audit Charter - Annual Review**
RESOLVED (Wilson/Taskovski)
That Council endorse the revised Internal Audit Charter.
The resolution was carried unanimously.

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION

- 122/23 **10.1 Proposed Planning Proposal - Abbeyfield Seniors Housing Project**
RESOLVED (Preston/Taskovski)
That the report be received for information.
The resolution was carried unanimously.

- 123/23 **10.2 Update on Bungendore East Planning Proposal - 4610 Kings Highway, Bungendore**
RESOLVED (Wilson/Grundy)
That the report be received for information.
The resolution was carried unanimously.

- 124/23 **10.3 Pine Forest Harvesting in the Little Bombay Area**
RESOLVED (Grundy/Macdonald)
That the report be received for information.
The resolution was carried unanimously.

- 125/23 **10.4 Councillor Workshops**
RESOLVED (Willis/Grundy)
That the report be received for information.
The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

- 126/23 **11.1 Disability Access Committee - March 2023**
RESOLVED (Webster/Taskovski)
That Council note the minutes of Disability Access Committee held on 16 March 2023.
The resolution was carried unanimously.

11.2 Queanbeyan Showground Advisory Committee Meeting Minutes

127/23

RESOLVED (Macdonald/Wilson)

That Council:

1. Note the minutes of the Queanbeyan Showground Advisory Committee held on 19 December 2022 and the draft minutes of the Committee dated 27 February 2023.
2. Adopt the Terms of Reference of the Queanbeyan Showground Advisory Committee, endorsed by the Committee on 27 February 2023.

The resolution was carried unanimously.

11.3 Audit, Risk and Improvement Committee Minutes - 15 March 2023

128/23

RESOLVED (Wilson/Taskovski)

That Council note the minutes of the Audit, Risk and Improvement Committee held on 15 March 2023.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS

Cr Webster having declared a less than significant non-pecuniary interest in the following item left the Chamber at 6.35pm.

In the absence of the Deputy Mayor, the Mayor nominated Cr Preston to be Chairperson for this item. This was seconded by Cr Wilson.

The Mayor having declared a less than significant non-pecuniary interest in the following item, vacated the Chair, and left the Chamber at 6.35pm.

Cr Preston assumed the Chair.

12.1 Electronic Gaming Machines Reform**MOVED (Macdonald/Burton)**

That Council write a letter to the NSW Premier and Treasurer of NSW seeking a commitment by the New South Wales Government to implement gambling reform measures which include; adopting all eight recommendations of the New South Wales Crime Commission report including, mandatory cashless gaming across all pubs and clubs, banning credit and automatic top-ups, and a financial support package to assist clubs and pubs in NSW throughout the transition.

AMENDMENT (Wilson/Taskovski)

That Council write a letter to the NSW Premier and Treasurer of NSW seeking a commitment by the New South Wales Government to implement important gambling reform measures as a matter of priority.

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

For: Crs Preston, Taskovski and Wilson
Against: Crs Burton, Grundy, Macdonald and Willis

The motion (of Crs Macdonald and Burton) was PUT and CARRIED.

129/23

RESOLVED (Macdonald/Burton)

That Council write a letter to the NSW Premier and Treasurer of NSW seeking a commitment by the New South Wales Government to implement gambling reform measures which include; adopting all eight recommendations of the New South Wales Crime Commission report including, mandatory cashless gaming across all pubs and clubs, banning credit and automatic top-ups, and a financial support package to assist clubs and pubs in NSW throughout the transition.

The resolution was carried unanimously.

Crs Webster and Winchester returned to the Chamber at 6.51pm.
Cr Preston vacated the Chair and Cr Winchester resumed the Chair.

12.2 Disaster Recovery Funding Arrangement

130/23

RESOLVED (Grundy/Macdonald)

That Council writes to the New South Wales Government seeking changes to the guidelines governing the Disaster Recovery Funding Arrangement to enable DRFA funds to be used for Council staff to undertake work related to public asset restoration.

The resolution was carried unanimously.

12.3 Revolving Energy Fund

131/23

RESOLVED (Willis/Wilson)

That Council receive a report on the Revolving Energy Fund addressing:

1. How much money has been allocated to the fund in each year that it has operated.
2. The works which the fund has financed.
3. Any identifiable energy and financial savings achieved from these investments.
4. Potential uses for the fund in the 2023/24 Operational Plan, having regard to the payback period of investments.
5. Whether the fund should be expanded in future years to assist Council to achieve net zero emissions for its operations.

The resolution was carried unanimously.

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

132/23

RESOLVED (Winchester/Preston)

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 RFT 2022-48 Braidwood Concrete Path Construction and Ancillary Works

Item 16.1 is confidential in accordance with s10(A) (d) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Compulsory Acquisition of Land for Road Widening of Nerriga Road

Item 16.2 is confidential in accordance with s10(A) (e) of the Local Government Act 1993 because it contains information that would, if disclosed, prejudice the maintenance of law and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.3 Feasibility Study - Queanbeyan to Bungendore (Q2B) Bulk Water Supply Pipeline Proposal

Item 16.3 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 6.58pm to discuss the matters listed above.

16.1 RFT 2022-48 Braidwood Concrete Path Construction and Ancillary Works

133/23

RESOLVED (Willis/Wilson)

That Council awards Contract 2022-48 Braidwood Concrete Path Construction and Ancillary Works to JSC Pty Ltd for the amount of \$405,827.20 (ex GST).

The resolution was carried unanimously.

16.2 Compulsory Acquisition of Land for Road Widening of Nerriga Road

134/23

RESOLVED (Willis/Burton)

That Council authorise the acquisition of the land as outlined in the report for the purpose of road widening on the Nerriga Road.

The resolution was carried unanimously.

16.3 Feasibility Study - Queanbeyan to Bungendore (Q2B) Bulk Water Supply Pipeline Proposal

135/23

RESOLVED (Webster/Winchester)

That Council:

1. Endorse the development of the Queanbeyan to Bungendore bulk water supply trunk main (Palerang Communities IWCM (2019) Strategy Option 3) to tender ready stage.
2. Pursue an offer for grant funding from the NSW Government for these works under tranche 3 of the Safe and Secure Water Program.
3. Provide funds for Council's contribution toward the project from the Palerang Communities Water Fund reserves; and report back to Council via the Quarterly Budget Review Process of any supplementary vote request.

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

Against: Cr Willis

136/23

RESOLVED (Winchester/Wilson)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 7.34pm.

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 7.35pm, 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 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker)

File Reference: DA.2022.1551

Recommendation

That development application DA.2022.1551 to install a manufactured dwelling / dual occupancy on Lot 5 DP 1006515, 45 Sinclair Road, Primrose Valley NSW 2621 be approved.

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

This application has been referred to Council in accordance with Council's Guidelines for Referral of Development Applications to Council Clause 8: where written submissions are made to Council resulting from the notification of a development application and valid concerns have been raised which cannot be overcome with a condition of consent and where submissions relate to substantial adverse material impact and where plans cannot or will not be amended to overcome such concerns.

Proposal:	Manufactured dwelling / dual occupancy, aerated waste-water treatment system.
Applicant/Owner:	Andrew David Stiles & Claire Jayne Stiles
Subject Property:	Lot 5 DP 1006515 45 Sinclair Road PRIMROSE VALLEY NSW 2621
Zoning and Permissibility:	RU1 Primary Production under the Palerang LEP 2014
Public Submissions:	5
Issues Discussed:	Planning Requirements <ul style="list-style-type: none">• development near national parks and nature reserve• permissibility of dual occupancy
Disclosure of Political Donations and Gifts:	Applicant Declared no Donations or Gifts to any Councillor or Staff have been made

Background

The subject lot was created 2 December 1999 (Council file number 16/96) under Clause 12 of the *Yarrowlumla Local Environmental Plan 1993* (YLEP) , as administered by then Yarrowlumla Shire Council.

Clause 12 of the YLEP allowed for the subdivision of rural land (the land subject to the subdivision was zoned Rural 1(a) at the time) under a number of circumstances. Clause 12(4) allowed for the subdivision of rural land where each lot created was no less than 8 hectares.

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)

A building envelope was created as part of the subdivision on the higher, north-western section of the lot, which follows the shape of the lot and is set back 25 metres from the boundary (see Deposited Plan).

Proposed Development

Development application DA.2022.1551 seeks approval to install a manufactured dwelling as a dual occupancy (to the existing dwelling) and associated aerated waste-water treatment system.

- The application was received prior to the Queanbeyan-Palerang Regional LEP 2022 commencing on 15 November 2022 and the Palerang LEP 2014 and Palerang DCP are being used to assess the application.
- Dual occupancy is permitted with consent in the RU1 Primary Production zone on land greater than 2 hectares.
- The manufactured home / dual occupancy is proposed within the existing building envelope.
- Clause 6.10 of the PLEP requires consideration of development near national parks and nature reserve.
- While C2.51 of the Palerang DCP outlines setbacks for dwellings including for the RU1 zone, it also states that setbacks which are part of building envelopes prevail. The proposed dwelling is within the building envelope (setback of 25m) and within 33m of the closest boundary.

Subject Property

The subject site is legally described as Lot 5 DP 1006515 and is commonly known as 45 Sinclair Road Primrose Valley. The site:

- has an area of 8ha
- is zoned RU1 Primary Production
- is irregular in shape,
- falls steeply from 820 AHD at its north western boundary towards its eastern boundary and Captains Flat Road at approximately 790 AHD,
- adjoins the Yanununbeyan State conservation area on its western and southern boundaries.

Existing development on the site comprises a dwelling of approximately 300m² and shed.

Vehicular access is provided to the site via an existing driveway from Sinclair Road, a small cul-de-sac off Captains Flat Road.

Existing development within the immediate locality consists of 4 other 8ha lots which, together with the subject lot, were subdivided from the parent lot 6, which has an area of 489.5 Ha.

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)

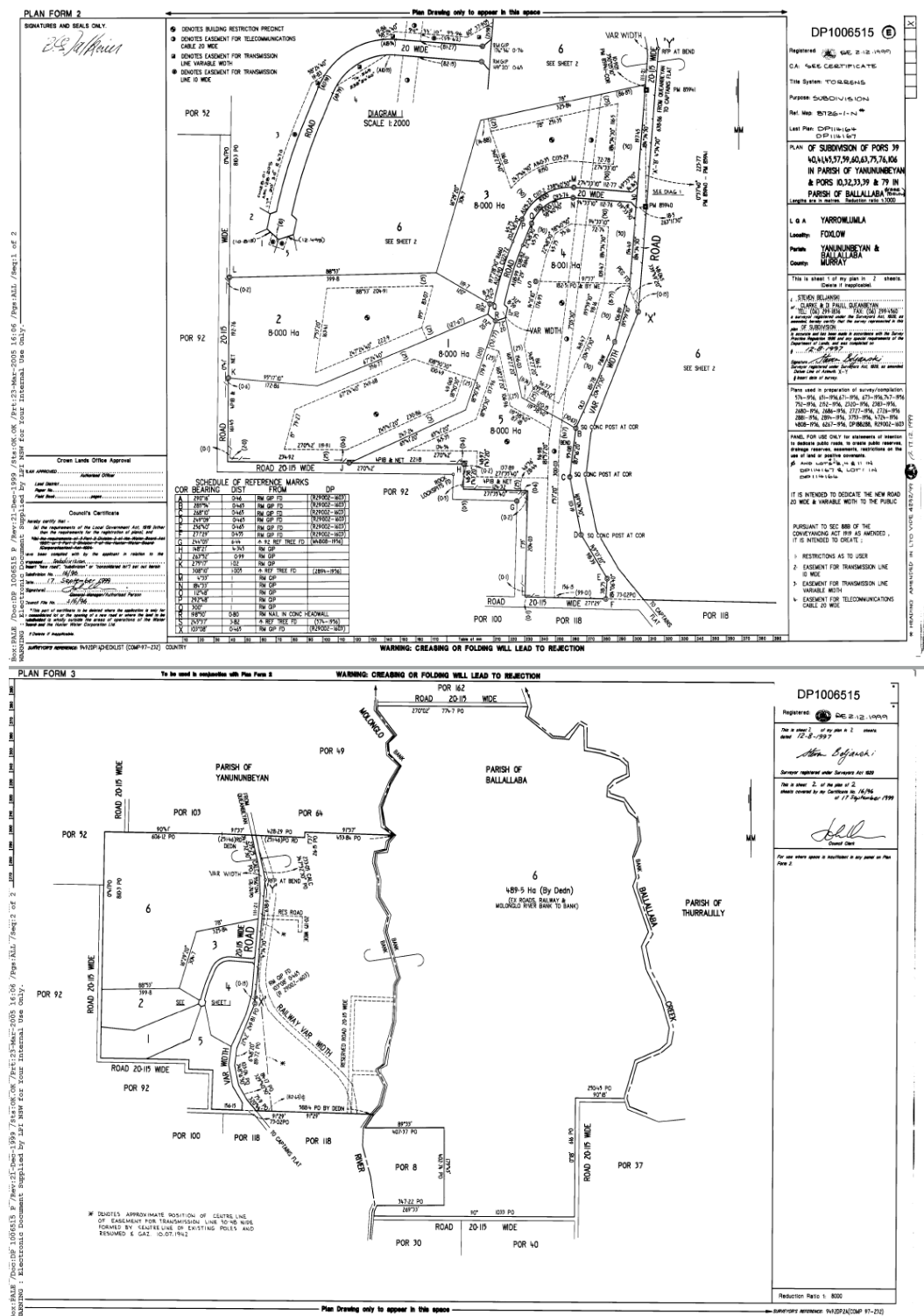


Figure 1: Deposited Plan 1006515

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)

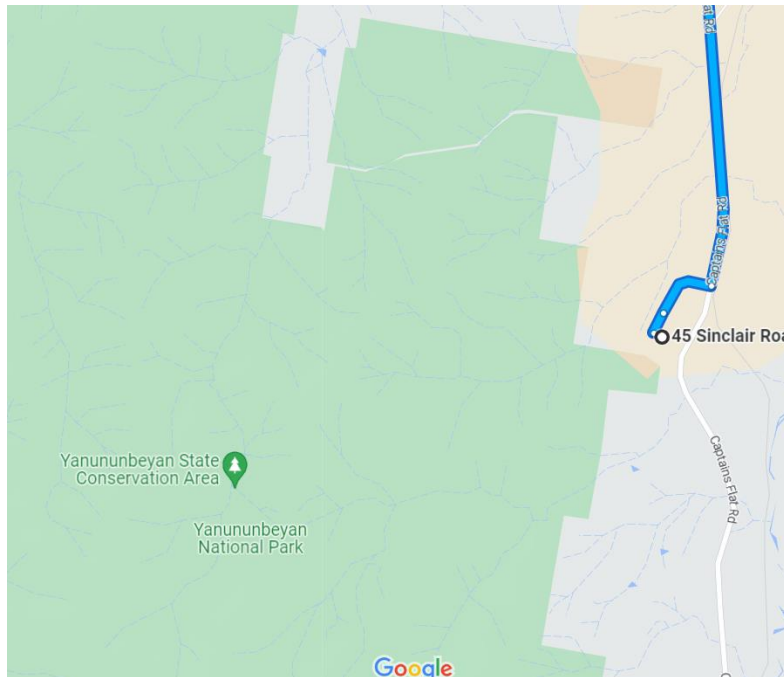


Figure 2 location plan

Planning Requirements

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

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

1. State Environmental Planning Policy (Resilience and Hazards) 2021
2. State Environmental Planning Policy (Building and Sustainability Index: BASIX) 2004
3. State Environmental Planning Policy (Biodiversity and Conservation) 2021
4. State Environmental Planning Policy (Transport and Infrastructure) 2021
5. Palerang Local Environmental Plan 2014 (PLEP).
6. Palerang Development Control Plan 2015 (DCP)

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

(a) Compliance with LEP

The proposed development is consistent with the aims of the PLEP 2014 and satisfies the relevant objectives of the zone (refer to Section 4.15 Matters for Consideration in Attachment 1 for a detailed assessment)

(b) Compliance with DCP

The proposed development is consistent with the aims and objectives of the PDCP 2015 and (refer to Section 4.15 Matters for Consideration in Attachment 1 for a detailed assessment)

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)

(c) Other Matters - Queanbeyan-Palerang Regional Local Environmental Plan 2022

The *Queanbeyan-Palerang Regional Local Environmental Plan 2022* commenced on 14 November 2022. The subject development application was lodged on 13 October 2022. Clause 1.8A Savings provision of the LEP states that '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 this application has been determined under the Palerang Local Environmental Plan 2014, which was in force at the time of lodgement of this development application.

(a) Building Surveyor's Comments

Standard conditions relevant to manufactured homes will be applied to any consent.

(b) Development Engineer's Comments**Water**

No council water services to the property.

Sewer

No sewer services to the property.

Storm Water

Roof water from proposed dual occupancy that is not connected to a rainwater storage tank, any overflow from any storage tank and hard stand area must be discharged into an absorption trench or through a stormwater outlet device with scour protection into an overland flow path, at least 3 metres clear of any building and the boundaries of the site.

Traffic and Parking:

No provision of parking spaces for the proposed development.

Access:

Access to the lot proposed for dual occupancy is from turning circle of Sealed Sinclair Road. The driveway entrance is incorporated with Ø375 mm RCP pipe culvert with headwalls and stone pitching for drainage purpose.

The existing driveway entrance from the edge of the turning circle is not in satisfactory condition hence a bitumen sealed entrance to be constructed for the lot proposed for dual occupancy in accordance with QPRC D13 vehicular access design specification.

The internal access and drainage structures between the entrance and the building envelope shall be upgraded to the standard of private access road with a minimum compacted pavement thickness of 150mm and as otherwise specified in Table D1.7 of Queanbeyan-Palerang Regional Council's D1 Road Geometry Design Specification.

The headwall for pipe culvert for a drainage purpose has a crack as we can see in the photo below which has to be replaced by a new head wall and it will be conditioned as a special condition.

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)



Existing driveway entrance (Date – 27/03/2023)



Existing pipe culvert (Date – 27/03/2023)

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)

7.11 Roads:

Development contributions towards provision of access roads and community facilities are applicable for this development and they are calculated based on 1ET.

Development contribution to the provision of access road is calculated to be **\$26,305** after CPI however, considering state government cap price of maximum \$20,000, the access road contribution is reduced to **\$19,880** to ensure the contribution for community facilities is secured, this being **\$120**.

Flooding:

N/A

Comment

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

(c) Environmental Health Comments

See Attachment 1 for full comments.

Comments:

The health officer has recommended conditions of consent as outlined in the draft Notice of Determination.

Financial Implications

The proposal attracts developer contributions under the Yarrowlumla S7.11 Contribution Plans for Provision of access roads and for community facilities, in accordance with the EP&A Act 1979.

Engagement

The proposal was notified between 23 January 2022 and 8 February 2023, as per Queanbeyan-Palerang Regional Council's Community Engagement and Participation Plan. Five submissions were received, with two being by the same submitter.

The relevant issues raised are as follows:

Submission 1 – objection

- *Zoning as it stands today is an error. RU1 Primary Production is designed for larger holdings being 80ha plus.*
- *Primary concern is privacy as placing the secondary dwelling in proposed location will overlook property*
- *Proposed dwelling will overshadow submitters' dwelling*
- *Proposal will result in increased noise as it is already occurring*
- *Secondary residence should be no more than 33% of gross area of primary residence*
- *Concerned proposed sewage disposal system will increase in airborne bacteria being pumped into the air and on extremely windy days may spray across submitter's property*
- *B6 of the PLEP states building envelopes are to be sited to avoid buildings being prominent in the rural landscape*
- *Proposed dwelling 37 metres from National Park rather than 100m*
- *Don't believe it is the applicant's intent to stop at one secondary dwelling*
- *DA refers to 2014 PLEP rather than QPRLEP 2022*
- *No garage for secondary dwelling*

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)

- *No landscape plan for secondary dwelling*
- *Household waste disposal is listed using a council service while there isn't any*
- *Statement of Environmental Effects for DA was prepared prior to trees being removed for the motorcross track development*
- *Slope north of the development is greater than 5-10 degrees and run-off from the development will run across submitter's driveway*
- *Two shipping containers on site are visually disruptive to the rural ambience*
- *Primary concern is loss of privacy*

Comment:

- The subject lot was created 2 December 1999 (Council file number 16/96) under Clause 12 of the *Yarrowlumla Local Environmental Plan 1993*, as administered by then Yarrowlumla Shire Council.
- Clause 12 of the YLEP 1993 allowed for the subdivision of rural land (the zoning of the land was known as Rural 1(a) at the time) under a number of circumstances. Clause 12(4) allowed for the subdivision of rural land where each lot created was no less than 8 hectares.
- A building envelope was created as part of the subdivision on the higher, north-western part of the lot. It follows the shape of this part of the lot and is set back 25 metres from the boundary.
- After the approval of the subdivision in 1999, the Palerang DCP commenced in 2015. Part C2.5.1 of the DCP requires 100m setback to national parks or nature reserves for new dwellings, if no building envelope exists. It notes that setbacks as part of building envelopes prevail.
- The application is for a dual occupancy and not a secondary dwelling.
- The proposed manufactured home is from a reputable company, single storey, sited within the building envelope and approximately 200 m from the nearest neighbour. While it will be visible to adjoining owners, it is not considered to negatively impact on privacy.
- Compliance issues not relating to the DA have been forwarded to the relevant sections within Council.

Submission 2 – objection

- *DA currently being assessed gives false impression of the current land use of the 8ha*
- *Concerned about significant earthworks which hasn't been mentioned in the application for dual occupancy*
- *Has there been independent environmental advice about erosion and silt washing into nearby waterway?*
- *Are there measures for mitigation of dust caused by car track?*

Comment:

- The development application for a manufactured home/dual occupancy is a permissible use in the RU1 Primary Production zone.
- Earthworks associated with the proposed development are minimal and less than 600m. Any approval will be conditioned to require erosion and sediment control measures to be put in place.
- Compliance issues not relating to the DA have been forwarded to the relevant sections within Council.

Submission 3 – objection

- *Proposal (Installation of manufactured home/dual occupancy) will impact negatively on scenic values, rural landscape characteristics and neighbouring properties.*
- *Inconsistent with the Palerang LEP and DCP*

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)

- *Issues raised in context with alleged unlawful development and activities being undertaken at the property, including earthmoving, excavation and fill and erection of shed.*

Comment:

- The proposed manufactured dwelling is a popular single storey design from a well established and known company. It is not considered to detract from the scenic values of the landscape, nor from neighbouring properties.
- The proposal has been found to be consistent with both the Palerang LEP 2014 and Palerang DCP 2015 as outlined in the assessment above.
- Compliance issues not relating to the DA have not been assessed and have been forwarded to the relevant sections within council.

Submission 4 – objection

- *Notes construction of motocross track for motor bikes, trail bikes and car racing*
- *Concerned about possibility of property being used by paying customers*
- *Under various environmental plans for the region the area has been designated as sensitive because of proximity to waterways and bushland abutting the National Park*
- *Respectfully asks that Council defer consideration of proposed second residence unless property has been returned to condition described in the application*
- *Subdivision creating subject land in early 2000s came as a surprise and no invitation to comment on it*
- *Assumed the subdivision included environmental protection provisions*
- *A number of activities incompatible with rural area and small lot size are occurring on the land without council approval*
- *Proposal for second house in addition to other unapproved buildings and developments are an attempt to get Council's implicit approval for whole project.*

Comment:

- Compliance issues not relating to the DA have been forwarded to the relevant sections within Council.
- The development application for a manufactured home/dual occupancy is a permissible use in the RU1 zone.
- The subject lot was created 2 December 1999 (Council file number 16/96) under Clause 12 of the Yarrowlumla Local Environmental Plan 1993, as administered by then Yarrowlumla Shire Council.
- Clause 12 of the YLEP 1993 allowed for the subdivision of rural land (the zoning of the land was known as Rural 1(a) at the time) under a number of circumstances. Clause 12(4) allowed for the subdivision of rural land where each lot created was no less than 8 hectares.
- A building envelope was created as part of the subdivision on the higher, north western part of the lot. It follows the shape of this part of the lot and is set back 25 metres from the boundary.

Submission 5 – objection

- *Noise from motocross and car track*
- *Unauthorised earthworks*

Comment:

- Compliance issues not relating to the DA have been forwarded to the relevant sections within Council.

9.1 DA.2022.1551 - 45 Sinclair Road, Primrose Valley, application for dual occupancy (Ref: ; Author: Ormella/Shumaker) (Continued)

Councillor site inspection 24 March 2023

Councillor site inspections are currently being undertaken for development applications which are being considered by Council. While submitters are invited to attend, the property owner reserves the right not to agree for submitters to come onto their property.

Council's Director of Development and Environment attended and advised the following:

- the proposed floor level of the home needs to be on the plan, so that it can be demonstrated that it will sit well on the site and landscape.
- It was clear that the dual occupancy is a separate issue to the other matters.

Following the site visit, the applicant confirmed that the proposed finished floor level was shown on one the provided contour plan and agreed that Council's town planner could add this level onto the floor plan so as to make it more visible.

Compliance or Policy Implications

A number of the written submissions raised matters relating to a motor bike track, associated noise and potential sediment and erosion control issues. It should be noted that these matters have been referred to Council's compliance officer, and Council's environmental health officer. These matters are not material to the consideration of this development application.

Conclusion





The submitted proposal to install a manufactured home/dual occupancy on Lot 5 DP 1006515 at 45 Sinclair Road, Primrose Valley NSW is a local development and is supported by a Statement of Environmental Effects. The proposal was notified to adjoining owners/occupiers and five submissions were received.

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

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

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

Attachments

 Attachment 1	Assessment report - DA.2022.1551 - 45 Sinclair Road PRIMROSE VALLEY (<i>Under Separate Cover</i>)
 Attachment 2	Plans - DA.2022.1551 - 45 Sinclair Road PRIMROSE VALLEY (<i>Under Separate Cover</i>)
 Attachment 3	Submissions - DA.2022.1551 - 45 Sinclair Road, PRIMROSE VALLEY (<i>Under Separate Cover</i>)
 Attachment 4	Draft consent conditions - DA.2022.1551 - 45 Sinclair Road, PRIMROSE VALLEY (<i>Under Separate Cover</i>)

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.2 Monaro Street Upgrade (Ref: ; Author: Cunningham/Long)

File Reference: 36.1

Recommendation

That Council negotiates a variation to the funding agreement for RNIG2-010 Queanbeyan CBD Transformation and Activation Project with Regional NSW and invite tenders for the detailed design of the Monaro Street Upgrade.

Summary

Tenders were invited for the detailed design and construction of the upgrade to Monaro Street, Queanbeyan. No submissions were received. This report provides an update for Councillors and presents the next steps to progress the project.

Background

A timeline associated with the development and implementation of the Monaro Street Upgrade is shown in Figure 1:

Figure 1: Timeline

The Monaro Street Upgrade project has been identified in a series of Council Plans, Strategies and Masterplans adopted by Council in May 2017 (**Resolution No 142/17**) when it adopted the CBD Transformation Strategy, May 2018 (**Resolution No 157/18**) that progressed the QCCP, and pedestrian lane ways from Morisset and Lowe Street Car Parks. Then in November 2019 (**Resolution No 402/19**) Council adopted the Queanbeyan CBD Spatial Master Plan; and in August 2020, the Queanbeyan Place Plan (**Resolution No PLA 115/20**).

In April 2020, Council accepted an offer of grant funding from the NSW Government's Drought Communities Program for \$10m for the Monaro Street refurbishment project (**Resolution No 102/20**). Council determined to arrange loan funding of \$5.7m as co-contribution for the project and commence the engagement with business, property owners and relevant agencies to prepare the design and detailed estimates; and through the construction phase.

Council was awarded a \$10 million grant from the NSW Government for the project RNIG2-010 - Queanbeyan CBD Activation and Transformation, known as the Monaro Street Upgrade. Further loan funds of up to \$5.25 million have been committed, not yet drawn by Council to this project.

9.2 Monaro Street Upgrade (Ref: ; Author: Cunningham/Long) (Continued)

Following consultation with the general and business community, concept designs were prepared and endorsed by Council in September 2021. Transport for NSW (TfNSW) provided “in-principle” support for the concept designs and issued a Works Authorisation Deed (WAD) subject to approval of the detailed design. The Project, when completed will renew and upgrade both Council and TfNSW assets.

The Monaro Street Upgrade is now proposed to be undertaken in three stages.

- Stage 1 being the Detailed Design and QS of the entire project
- Stage 2 being the construction from Lowe Street to Crawford Street.
- Stage 3 being the construction from Crawford Street to Collett Street.

Report

Council invited tenders for the Detail Design and Construction (DD&C) of Stage 1 on 14 November 2022. The tender was based on the concept designs prepared for Council after a range of community consultation.

A pre-tender briefing was held on 23 November for interested parties. There were nine attendees representing five contractors and three consultants.

Tenders closed on 18 January 2023. The closing date had been extended from 12 December 2022 to 18 January 2023 after representations from contractors and the tender was open for 9 weeks (including the Christmas/New Year period). Despite this, no submissions were received. The contractors who attended the pre-tender meeting were asked to provide feedback on why they did not make a submission. The reasons given included:

- Insufficient time to prepare a submission.
- Priority was given to tenders from other organisations open at the same time.
- Insufficient detail in the concept design to adequately price the work.
- Additional level of risk due to the requirements of Transport for NSW.
- Concern that the project would not proceed due to Council’s financial position.

The current funding agreement with the Department of Regional NSW has nominated a completion date of December 2023. This milestone is no longer achievable. Regional NSW have advised that a variation in time for completion of the grant will be considered. They have further advised that a request to redirect the unspent grant funds to another project will not be considered. If the project does not proceed, further negotiations will be required regarding the status of funds currently expended.

To progress the project and provide Council the opportunity to achieve the best value for money it is proposed to separate the design and construction stages of the project. Tenders would be invited for the detailed design of Stage 1 of the project including an Opinion of Cost for construction. This Opinion will guide the subsequent stage of inviting tenders for construction. TfNSW Detail Design approval would be included in the Tender.

Prior to inviting tenders for design, it will be necessary to negotiate a variation of the funding agreement with the Department of Regional NSW to confirm the continued availability of funding.

9.2 Monaro Street Upgrade (Ref: ; Author: Cunningham/Long) (Continued)

Additional NSW Government funding, that may be committed or otherwise will be required to progress the project to the next stage, noting that construction prices continue to escalate.

It is estimated that the time required to seek tenders for qualified design consultancy work and completion of a final design with specifications and estimates, accepted and approved by TfNSW would be 18 months from now. It is realistic that a Construction tender, subject to funding and Council approval would be ready by early/mid 2024, with a 12 month construction timeframe dependant on weather.

This schedule is critically impacted by the time required to receive final approval from TfNSW and the estimate of at least 12 months for approval of changes to traffic signal design is based on recent experience.

Risk/Policy/Legislation Considerations

This report does not raise any policy or legislation issues.

There are risk implications associated with:

- Regional NSW not agreeing to extending funding milestones
- Concurrence from TfNSW to revise project milestones in the Works Agreement Deed
- Timely approval from TfNSW for the final design of road pavement and signal changes
- The cost of construction of the final design as time moves on potentially 2 years and material costs increases
- Not proceeding with the project and funding opportunity lost
- The financial impost on Council for loan drawings if/when the project was to proceed

Breaking the project up into these stages will provide more certainty on cost; and reduce the financial uncertainty should Council progress to construction.

Financial, Budget and Resource Implications

Regional NSW has committed \$10 million to this project from the NSW Government's Drought Stimulus Package. Council has received \$2.5 million of this grant to date and has spent approximately \$1 million.

Council has allowed for the repayment of a \$5.25 million loan over 20 years in the Long Term Financial Plan, with an annual repayment of \$416,777.

Links to QPRC/Regional Strategic Plans

The Monaro Street Upgrade is a major capital project identified in Council's Operational Plan under Strategic Pillar 2 as part of Delivery Program 2.4 under the Community Strategic Plan 2.1 and 4.1.

The project was developed as a result of the following Council planning documents:

- Queanbeyan CBD Transformation Strategy 2017
- Queanbeyan CBD Spatial Masterplan 2020, and

9.2 Monaro Street Upgrade (Ref: ; Author: Cunningham/Long) (Continued)

- Queanbeyan CBD Place Plan 2020

Conclusion

Council approval is sought to negotiate with Regional NSW a variation to extend the completion date of the Monaro Street Upgrade and to separate the detailed design and construction phases of the project to provide greater information for contractors to price.

This will also mitigate risks associated with unknown design parameters and potential costs; so Council will be in a better position to seek additional funding and make an informed decision prior to proceeding to construction.

A separate report considering tenders for the detailed design will be presented to Council in due course if determined by Council to proceed as recommended.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.3 Road Name Proposal - Elm Grove Stage 2 (Bungendore) (Ref: ; Author: Ormella/Knight)

File Reference: 26.4.1-4 and DA.2021.1609

Recommendation**That Council:**

- 1. Adopt in principle, the names; Bridget Avenue, Ellen Street, Berra Rise, Talbot Street, Wardell Street, Charlotte Place, Marjason Court, as the proposed names for Stage 2a and 2b Elm Grove, North Bungendore created under subdivision Development Consent DA.2021.1609 Condition #60.**
 - 2. Advertise the proposed road names for public comment for 28 days.**
 - 3. Publish a notice in the NSW Government Gazette for the road names; Bridget Avenue, Ellen Street, Berra Rise, Talbot Street, Wardell Street, Wicklow Place, Charlotte Place, Marjason Court, if no objections are received.**
-

Summary

Council has worked in conjunction with the Developer to name seven new roads created as part of a 260-lot subdivision off Tarago Road in North Bungendore, as required under Condition #60 of the development consent **DA.2021.1609**.

The proposed names are;

- Bridget Avenue,
- Ellen Street,
- Berra Rise,
- Talbot Street,
- Wardell Street,
- Wicklow Place,
- Charlotte Place; and
- Marjason Court.

These roads are located east off Tarago Road Bungendore and identified on the attached Map (Attachment 1.). Council staff have submitted these names to the Geographical Names Board of NSW (GNB) for pre-approval and they have found no issues with the proposal.

Background

Any road name must be supported by information on the origin of the name and relevant background. The research for these road names has been undertaken by Council staff and the developer.

In accordance with clause 6.1.3 of Council's Road Names Policy, the Developer has chosen commemorative road names and the suitability will be assessed on the criteria set down by The Geographical Names Board (GNB). Council has worked with both the Developer and the GNB to arrive at this list of names which differ from those elsewhere in local government area and meet the criteria for road naming.

In accordance with 6.3.2 of Council's Road Names Policy, (Major Subdivision) property developers must ensure at least one new road name or 10% of the total number of new road

9.3 Road Name Proposal - Elm Grove Stage 2 (Bungendore) (Ref: ; Author: Ormella/Knight) (Continued)

names in each proposal incorporate First Nations People's language or names. One of the proposed road names in this development is of First Nations Language and has been endorsed by the Ngambri Lands Council (refer to Attachment 2).

In accordance with 6.3.3 of Council's Road Names Policy, property developers submitting commemorative road names must ensure the list contributes to achieving gender diversity. The list of seven road names submitted, three are female and three are male.

The following road names are submitted for endorsement:

Bridget Avenue: *Bridget* Hourigan (nee Tynan) was born on 20 November 1877 at Tarago. Bridget married James Hourigan on 15 October 1901. Bridget grew up in Tarago. She met James Hourigan, who lived at the nearby village of Bungendore, at a local dance. In 1919 the family moved to Bungendore where James was the gatekeeper at the railway gatehouse on Malbon Street until his death in 1941. This association with local railways over this most influential period gives Mrs Hourigan all the credentials to speak with authority on this topic. Bridget spent her whole life in the Tarago-Bungendore region until her death on 14 August 1977, at the good old age of 99 years. This article extract was written for the Bungendore Mirror and contributed to Council by the CWA of Bungendore as a notable woman of the district.

Ellen Street: Mrs. *Ellen* Doyle, an old and highly respected resident of "Ashby," Bungendore, died on the 17 August 1919 at the age of 79 years. The funeral procession proceeded to the local cemetery where many members of deceased's family are resting. The cortege was a very lengthy one, friends coming from a long distance to pay their last tribute of respect to one so loved and esteemed as a noble mother and a citizen. Mr. Pat. Doyle, J.P., predeceased her some 23 years ago. He purchased the Ashby Estate thirty-five years ago which was then the homestead of his kinsman, John Dwyer, son of the famous Wicklow Chieftain. Mrs. Ellen Doyle had seen many changes in the Bungendore district, having driven over the bed of Lake George, also on one occasion meeting the Clarke bushrangers and witnessed them at Eagle Hawk Gully cutting open the mail bags after robbing the mail from Goulburn to Queanbeyan. Ellen Doyle was an industrious woman, very thrifty and successful, and had seen years of drought and years of plenty. She was the mother of nine children, six sons and three daughters and 36 grandchildren; Patrick, John and Ralph living at Mount Fairy, Harry and Horatio in Western, and Benedict, the youngest who resided with his mother. Mrs. Heavey of Katoomba, and Mrs. Dempsey and Mrs. McAlister of Summer Hill are her daughters. Ref: Queanbeyan Age and Queanbeyan Observer Tue 16 Sept 1919, Page 2.

Berra Rise: '*Berra*' meaning Boomerang, Ngambri Language Source: (QPRC). This name has been selected by the developer from a list of approved names provided to Council by the Ngambri Local Aboriginal Lands Council.

Talbot Street: William Henry *Talbot* was born in Koorawatha NSW on 11 Dec 1895 and he died at Sharrow, Bungendore on the 15th Feb 1944. There were large fires that had threatened Woodlands, Sharrow and Briars at the time. William Talbot had been man-powered from Forbes to Carwoola as part of the war effort.

He drove cattle from Queensland to Forbes and Bathurst but was sent to Carwoola Station in Jan 1944 to help with the beef and skins effort for WW2. William Henry Talbot was at Carwoola Station, when he was killed by an overturned water truck, which rolled into a gutter. He was crushed and killed instantly. Foster Scott, the driver of the truck at the time and distant relative

9.3 Road Name Proposal - Elm Grove Stage 2 (Bungendore) (Ref: ; Author: Ormella/Knight) (Continued)

of the Hyles family, was very badly burned, but he survived. Ref; The Canberra Times (Wed 16th Feb 1944). Link: <https://trove.nla.gov.au/newspaper/article/2669755>

Wardell Street: Gidleigh Station at Bungendore NSW is a historic homestead complex of 5,103 acres owned by the same family for 150 years. Gidleigh Station is about 7.5km from the historic village of Bungendore and 45km from the nation's capital Canberra. The homestead was designed by William *Wardell* (born 1823 and died in 1899) and was built in 1882 of locally sourced and quarried stone.

Ref: Australian Dictionary of Biography. Link: <https://adb.anu.edu.au/biography/wardell-william-wilkinson-4802>

Charlotte Place: *Charlotte* Day born 1863 died 26 April 1938 aged 76. The death occurred at St. John of God hospital, Goulburn on Tuesday last of Mrs Charlotte Day, widow of the late Michael Day, of Bungendore. A member of one of the oldest families in the Bungendore District the late Mrs Day was highly respected. Mrs Day is survived by two sons, Henry and Michael, and five married daughters: Mesdames Sweeney (nurse), Gallagher, Shute and Reid. The burial took place on Wednesday afternoon at the Roman Catholic portion of the Bungendore cemetery. Ref; Evening Penny Post Thursday 28 April 1938.

Marjason Court: Ian *Marjason* was president of the Bungendore Show Society for more than 10 years (1996-2006) and was president of the Australian Belted Galloway Association. He had commitment to public service, sitting for more than 25 years as a councilor on the Yarrowlumla and Palerang councils from 1987 to 2012. He was twice elected mayor of the old Yarrowlumla Shire Council (1993-96 and 1999-2002) and mayor of the now amalgamated Palerang Council (2008-2009). He was formerly a partner with Baker Deane & Nutt Lawyers, where he had worked for more than 23 years until 2015 when he opened his own practice with his son Henry until his retirement in 2022. He practiced law in Queanbeyan and Bungendore for more than 35 years and was regarded by many as a pillar of the local community. Born: 14/9/1951 Died: 10/1/2023. Ref: City News (Wed 15/2/2023). Link: <https://citynews.com.au/2023/former-mayor-and-queanbeyan-lawyer-dies/>

Extensive engagement has been undertaken with the applicant, and they are satisfied to progress with these names. These names have been selected in accordance with Council's Road Names Policy and the Geographical Names Board guidelines for the naming of roads. The names; *Bridget Avenue, Ellen Street, Berra Rise, Talbot Street, Wardell Street, Charlotte Place, Marjason Court* comprises unambiguous words that are easy to spell and pronounce and is therefore recommended to progress to the public exhibition stage.

Risk/Policy/Legislation Considerations

The Road Names Policy applies, as does the NSW Address Policy and User Manual. Names are to be unambiguous words that are easy to spell, pronounce and appropriate for the area. The recommended road names are required to be reported to Council and then advertised for public comment.

Financial, Budget and Resource Implications

All costs associated with advertising of the road names and supply of road name plates are to be borne by the developer of the subdivision

9.3 Road Name Proposal - Elm Grove Stage 2 (Bungendore) (Ref: ; Author: Ormella/Knight) (Continued)

Links to QPRC/Regional Strategic Plans

NIL

Conclusion

A 260-lot subdivision off Tarago Road North Bungendore known as 'Elm Grove' approved under **DA.2021.1609**, has seven new roads which require naming. The proposed names *Bridget Avenue, Ellen Street, Berra Rise, Talbot Street, Wardell Street, Charlotte Place, Marjason Court* have been selected in accordance with Council's Road Names Policy and the Geographical Names Board guidelines for the naming of roads. The names comprise unambiguous words that are easy to spell and pronounce, is supported by the applicant and has preapproval from GNB. It is recommended that the Road Names be publicly exhibited for 28 days, following which and subject to no objections being received, that it be published in the NSW Government Gazette.

Attachments

Attachment 1 Road Layout - Elm Grove Stages 1 and 2 (*Under Separate Cover*)



Attachment 2 Ngambri LALC Approval (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.4 Post Exhibition Report - Cat Containment Area Policy Review - Results of Community Consultation (Ref: ; Author: Richards/Goiser)

File Reference: Cat Containment 3.4.98-08

Recommendation

That Council:

- 1. Note the results of community consultation on the revised QPRC Cat Containment Area Policy.**
 - 2. Adopt the revised Policy to apply immediately to Elm Grove (North Elmslea, Bungendore), Braidwood Ridge, South Jerrabomberra (Tralee), and all future new greenfield developments.**
 - 3. Receive a future report and draft strategy for the possible application of the Policy to all areas of Queanbeyan-Palerang with recommended timeframes.**
-

Summary

At its 23 November 2022 Ordinary Meeting, Council resolved to place a revised QPRC Cat Containment Area Policy on public exhibition.

The amended policy proposed expanding the cat containment areas to add Elm Grove (North Elmslea, Bungendore), Braidwood Ridge, South Jerrabomberra (Tralee), and all future new greenfield developments.

As part of the consultation on the amended policy, the community was also asked for their thoughts about if, when and how, cat containment might be applied to all areas of Queanbeyan-Palerang in the future.

Consultation began on 8 February 2023 and concluded on 8 March 2023.

Background

Cats in Australia kill an estimated 1.7 billion native mammals, birds, reptiles and frogs every year, and they are causing ongoing decline in many wildlife populations (*Threatened Species Recovery Hub 2020; Woinarski et al. 2019b*). Although most of the damage is caused by feral cats, pet cats also have serious impacts on native wildlife because they are living at high densities in urban areas.

Council receives regular cat-related complaints about digging and defecating in private gardens; scratching vehicles; fighting at night causing excess noise; hunting and killing wildlife; and contributing to nuisance dog barking. NSW legalisation does not prohibit cats from roaming in the same way that it does for dogs. However, the *Companion Animals Act 1998* does include measures associated with protecting persons and animals from cats.

Cat containment does not mean cats must be kept indoors. Containment means ensuring a pet cat is restricted from roaming beyond its owner's property as they have a natural instinct to hunt. Cats can have time outdoors in cat runs or in yards that have appropriate fencing or netting. They can also be taken for walks on a lead or in appropriate carry cases.

9.4 Post Exhibition Report - Cat Containment Area Policy Review - Results of Community Consultation (Ref: ; Author: Richards/Goiser) (Continued)

Report

The consultation was promoted on Council's social media; in Council's fortnightly newspaper advertisements; in direct email to *Your Voice* engagement platform subscribers; and through references to Council's *Your Voice* engagement platform that appear in each edition of QPRC eNews, a weekly subscriber-based electronic newsletter.

- 430 people visited the revised Cat Containment Area Policy project page on Council's *Your Voice* engagement platform during the exhibition period.
- 167 accessed the draft policy attached to the page.
- 72 people made submissions or completed all or part of the survey.
- 34 out of 40 respondents (85%) indicated they supported the proposed amendments to add Elm Grove (North Elmslea, Bungendore), Braidwood Ridge, South Jerrabomberra and all future greenfield developments to the existing policy.
- 32 out of 41 respondents (78%) indicated support for cat containment to apply to all areas of Queanbeyan-Palerang in the future. However, there were wide ranging views on when this should happen.

A report containing all community responses during the consultation period is provided as an attachment to this business paper.

Risk/Policy/Legislation Considerations

Council's power to introduce and regulate cat containment area policies comes from the *Companion Animals Act 1998* Section 29-32 which provides general advice regarding required forms of identification for cats; where cats are prohibited from some public spaces; action to protect persons and animals from cats; nuisance cat orders; and the levels of infringement for failure to comply.

Financial, Budget and Resource Implications

Application of the revised policy is cost neutral however it may affect long term staff resourcing in enforcing the policy.

Currently, Animal Management Officers are required to operate the Animal Management facility, attend and investigate dog attacks, address barking dog complaints, attend reports of roaming dogs (where reasonable), attend reports of roaming stock on roads, conduct general community patrols and educate the community on the *Companion Animals Act*. Additional cat containment duties will increase workload across the LGA and reduce staff's ability to deal with other matters.

Council has an on-call Animal Management Officer for afterhours matters. The on-call officer attends to dog attacks, reports of roaming dogs acting aggressively or causing a traffic hazard on main roads, and stock on road issues. It is not intended that the on-call officer attend to reports of roaming cats afterhours (4.30pm-8.30am Monday to Friday, weekends and public holidays).

Links to QPRC/Regional Strategic Plans

When asking the community for their feedback about adding Elm Grove (North Elmslea, Bungendore), Braidwood Ridge, South Jerrabomberra (Tralee), and all future new greenfield developments to the existing policy, Council also began a broader conversation with the community about the possible application of the policy to all areas of Queanbeyan-Palerang.

Thoughts and feedback on this aspect of the consultation will guide the development of a future QPRC cat containment strategy.

9.4 Post Exhibition Report - Cat Containment Area Policy Review - Results of Community Consultation (Ref: ; Author: Richards/Goiser) (Continued)



The proposal to expand the policy to all areas of Queanbeyan-Palerang gained general support with 32 out of 41 respondents (78%) indicating their agreement.

Council staff will further analyse detailed comments offered by the community and will present a draft cat containment strategy to a future Councillor workshop and meeting of Council.

Conclusion

The expansion of QPRC's Cat Containment Area Policy to include new residential areas of Elm Grove (North Elmslea, Bungendore), Braidwood Ridge, South Jerrabomberra (Tralee) and all future new greenfield developments has broad general community support. The revised policy is recommended for adoption.

Attachments

- | | |
|---|---|
| Attachment 1
 | Revised Cat Containment Area Policy - April 2023 (<i>Under Separate Cover</i>) |
| Attachment 2
 | Revised Cat Containment Area Policy - Community Engagement Report (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.5 Former Braidwood Library Community Use Proposal BYPAA (Ref: ; Author: Ryan/Richards)

File Reference: Community Centres 1.3.1

Recommendation

That Council endorse the use of the Old Braidwood Library by the Braidwood Youth and Performing Arts Association as a no cost hire eligible community group for a trial period of 12 months from 1 July 2023.

Summary

The Braidwood Youth Performing Arts Association (BYPAA) has been operating since 2017. Despite determined efforts, BYPAA has been unable to find an appropriate, affordable and reliable space to operate its programs. The Old Braidwood Library is a central and suitable space for this purpose; and Council endorsement is sought that this become the home for BYPAA with agreement on access that will maintain Council's ability to hire the building for commercial opportunities.

Background

The BYPAA formed in 2017 to support children and young people by providing activities and opportunities in the performing arts. BYPAA's mission is to use the performing arts to boost the engagement, development, and wellbeing of young people. For the past few years BYPAA has been seeking a 'home' that is central in location and can be used regularly at minimal cost. BYPAA recognises the need for the space to be available to other community groups, to Council and to external paying users.

Report

Since December 2019, the Old Braidwood Library has been used as the bushfire recovery hub. It has therefore not been available for hire until recently when it was used for the NSW State Election and for Council outdoor staff training. Prior to 2020, the premises was hired intermittently. The building will be fully vacant from 1 July 2023 when the contract for the Rural Support worker concludes.

At a workshop in 2022, Council indicated a preference for a higher usage of community facilities by community groups. Affordability is a key factor in ensuring this happens. The Draft 2024 Fees and Charges will include several options for hire of community facilities including:

- Commercial hire
- Community hire
- No cost hire for eligible groups

The no cost hire for eligible community groups category will include an annual fee of \$250. Eligible community groups will be responsible for set up and cleaning of the premises following use. In circumstances where keys are lost, security patrol or fire system responses are triggered, full cost recovery for these services are required.

As an eligible community group, it is suggested that BYPAA be able to use the Old Braidwood Library under the no cost hire arrangement. BYPAA recognises that the space is not for exclusive use, and it would still be available for Council use and other fee paying commercial or community hirers and other eligible no cost community hire groups by arrangement.

9.5 Former Braidwood Library Community Use Proposal BYPAA (Ref: ; Author: Ryan/Richards) (Continued)

Commercial bookings are generally known months in advance and as a minimum we could provide BYPAA with two weeks notice of a booking, which would require them to pack up and ensure the facility was ready for hire.

The Old Library in Braidwood is owned by Council and on operational land. In terms of heritage it is within the C1 Heritage Conservation area – General – State Significance. The proposed use is consistent with the zoning and building type.

Financial, Budget and Resource Implications

Since the facility will remain available for hire by paying user groups and Council, it is anticipated that there will be limited financial implications. This is further supported by the agreement of full cost recovery for lost keys, security or fire responses or cleaning breaches.

Links to QPRC/Regional Strategic Plans

Community Strategic Plan 2042


Strategic Objective

- 1.1 Our community is strengthened through connection and participation that enhances our community and cultural life.

Conclusion

BYPAA is a strong and growing community group that supports the inclusion and development of young people. The Old Braidwood Library will provide the secure and central space that they need to grow and progress. The continued availability for other community users and for paid hire will minimise any financial implications for Council. The trial period will enable Council to review the arrangement in 12 months.

Attachments

- | | |
|---|---|
| Attachment 1 | BYPAA Proposal for Community Soace in Old Braidwood Library (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.6 QPRC draft Child Safe Policy (Ref: ; Author: Ryan/Tozer)

File Reference: 52.5.4

Recommendation

That Council endorse the draft Child Safe Policy and draft Code of Conduct for public exhibition.

Summary

As a relevant entity under the Children's Guardian Act (2019) local government organisations are required to put in place policies, processes and systems to become a child safe organisation. Many of the actions Council is required to implement will be ongoing, however start with the development of a Child Safe Policy and recognition in Council's Code of Conduct.

This report seeks Council endorsement for the public exhibition of the draft Child Safe Policy and an amendment to the QPRC Code of Conduct.

Background

The Royal Commission into Institutional Responses to Child Sexual Abuse recommended 10 child safe standards, drawing on its findings, research and consultation about what makes organisations child safe.

The Child Safe Standards are:

1. Child safety is embedded in organisational leadership, governance and culture.
2. Children participate in decisions affecting them and are taken seriously.
3. Families and communities are informed and involved.
4. Equity is upheld and diverse needs are taken into account.
5. People working with children are suitable and supported.
6. Processes to respond to complaints of child abuse are child focused.
7. Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training.
8. Physical and online environments minimise the opportunity for abuse to occur.
9. Implementation of the Child Safe Standards is continuously reviewed and improved.
10. Policies and procedures document how the organisation is child safe

There is now a legislative requirement for councils to become Child Safe Organisations. Councils must address the safety and well-being of children and young people, including those with a disability, in all appropriate business areas.

Report

There are a range of suggested actions to make a Council a 'child safe organisation', starting with the development of a policy, process for reporting and risk assessment.

Following consultation with internal stakeholders and the Office of the Children's Guardian (OCG), the attached Policy has been prepared for Council's endorsement, prior to public exhibition.

9.6 QPRC draft Child Safe Policy (Ref: ; Author: Ryan/Tozer) (Continued)

Additionally, an addition to the Code of Conduct is proposed below.

Code of Conduct addition:

Child Protection:

As an official of a public authority under Reportable Conduct Scheme (Children's Guardian Act 2019), you shall abide by Council's Child Protection Policy and must:

- *Treat children with respect and value their ideas and opinions*
- *Take all actions to create a safe and welcoming environment for children*
- *Avoid unnecessary physical contact with children*
- *Report any suspicions or allegations of child abuse*
- *Report and suspicions or allegations of misconduct or appropriate behaviour by staff*
- *Not use inappropriate language in the presence of children*
- *Not take photos of children without written consent from their parent/s or guardian/s*

Internally, processes have been developed regarding the reporting of suspected or alleged child safety incidents.

Over the coming months, training packages will be developed for new and existing staff and councillors to make them aware of their responsibilities and obligations.

Risk/Policy/Legislation Considerations

The development of Council's Child Safe Policy is a requirement under the Child Safe Standards available at <https://ocg.nsw.gov.au/child-safe-scheme>, and the Children Guardian's Act (2019).

Financial, Budget and Resource Implications

At this stage, there are no financial implications. Future training requirements will be incorporated into Council's annual learning and development budget and may need to be increase to meet requirements.

Council is required to identify a dedicated Child Safety Officer. This does not mean a new position is required, however it will need to be incorporated into a position description. The identification of this position will be finalised by Council's Executive team, however is likely to include more than one position.

The Child Safety Officer is required to carry out the following functions:

- a) developing child safe messages in local government venues, grounds and facilities
- b) assisting local institutions to access online child safe resources
- c) providing child safety information and support to local institutions on a needs basis d. supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.

Links to QPRC/Regional Strategic Plans

The development of Council's Child Safe Policy aligns with Strategic Pillars 1 and 5 of Council's Integrated Plans, specifically the following strategic objectives:

1.2 Our health and wellbeing is supported by strong partnerships and access to services.

9.6 QPRC draft Child Safe Policy (Ref: ; Author: Ryan/Tozer) (Continued)

1.3 Our public and community places are inviting, encourage participation and are well maintained.

5.2 Council is an open, accessible and responsive organisation

Conclusion

The draft Child Safe Policy and amended Code of Conduct have been developed to comply with the requirements of the Child Safe Standards. Following a councillor workshop on 29 March, the report seeks Council's endorsement for the public exhibition of the draft Policy and draft Code of Conduct. Council is required to allow comments on the draft Code of Conduct for 42 days. A further report will be presented to Council following the public exhibition period to formally consider adoption of the Policy and Code of Conduct.

Attachments

Attachment 1 Draft Child Safe Policy (*Under Separate Cover*)



Attachment 2 Reviewed Code of Conduct (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.7 Investment Report - March 2023 (Ref: ; Author: Monaghan/Drayton)

File Reference: 43.6.5-01

Recommendation

That Council:

1. Receive the Investment Report for the month of March 2023.
 2. Note the investment return for March 2023 was \$1,022,726.
 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 March 2023.

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 31 March 2023 is detailed in the attached Investment Report Pack.

Market Update – Following ten consecutive interest rate rises the Reserve Bank (RBA) chose to leave the cash rate unchanged at 3.60% at their April 2023 Board meeting. The decision to hold rates will allow the Board additional time to assess the economic outlook and the impact of the increase in interest rates to date. The Board recognises that monetary policy operates with a lag and that the full effect of the cumulative 3.50% increase in interest rates since May 2022 is yet to be felt. The Board remains resolute in its determination to return inflation to target and so expects that future monetary policy tightening may be needed.

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 lend 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.

9.7 Investment Report - March 2023 (Ref: ; Author: Monaghan/Drayton) (Continued)

Council has \$8,000,000 (3.3% of the total portfolio) invested in deposits with Westpac which have been deemed suitable to carry the Climate Bonds Standard Certification badge.

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 Kate Monaghan, Responsible Accounting Officer, 14/4/2023.

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 1.94%, underperforming the benchmark Bank Bill Index by -0.10%.

On 31 March 2023, the principal amount invested was \$242,847,473 and the 2022/23 financial year to date return was \$5,922,529 which exceeds Council's 2022/23 budgeted return by 49%.

Of the total \$243 million investment portfolio, Council holds \$28 million in TCorpIM long-term (LTGF) and medium-term (MTGF) funds. Both funds had positive returns in March 2023 posting respective gains of \$235,091 and \$155,965.

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	-503,526	-186,828
January	594,463	283,540
February	-138,427	-88,113
March	235,091	155,965
April		
May		
June		
2022-23 YTD Total	1,221,092	574,856
Return since inception	4,642,110	1,387,675
Initial Placement	12,000,000	10,000,000

9.7 Investment Report - March 2023 (Ref: ; Author: Monaghan/Drayton) (Continued)

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 5+ years and 10+ 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.

The following tables show the 31 March 2023 cash and investments balance by fund and by restriction.

Fund	\$
General	108,639,354
Water	44,289,587
Sewer	88,069,917
Unrestricted*	1,848,615
Total Cash & Investments	242,847,473

Restriction	\$
Unexpended Loans	19,342,795
Developer Contributions	60,758,380
Unexpended Grants	15,960,542
External Restrictions (Other)	113,749,955
Internal Restrictions	21,459,827
DOE – Compensation	9,727,359
Total Restrictions	240,998,858
Unrestricted*	1,848,615
Total Cash & Investments	242,847,473

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

Conclusion

On 31 March 2023, the 2022/23 financial year to date investment return amounted to \$5,922,529. 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 - March 2023 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Summary of Road Renewal and Maintenance Activities - Quarter 3 2022/23
 (Ref: ; Author: Cunningham/Harris)

File Reference: 31.1.98-02

Recommendation

That the report be received for information.

Report

Maintenance Grading of Unsealed Roads

The monthly grading schedule and unsealed road maintenance grading policy is published on Council' website:

<https://www.qprc.nsw.gov.au/Services/Roads-and-Footpaths#section-2>

Note: Following the October 2022 rain event, roads were inspected and re-prioritised for emergency patch grading works. These roads are not shown in the maintenance grading table below as full-length maintenance grading was not undertaken.

The following table shows the maintenance grading works completed by Council and its Contractors during the third quarter of 2022/23 (between 1 January 2023 and 31 March 2023).

Road Name	Completion Date	Length Graded (km)
Killarney Road	13/01/2023	1.48
Forbes Creek Road	20/01/2023	0.97
Monga Lane	21/01/2023	11.30
Back Creek Road	28/01/2023	13.86
Euradux Road	06/02/2023	9.23
Dawsons Lane	07/02/2023	1.12
Deloraine Lane	08/02/2023	1.39
Glenmore Road	10/02/2023	3.09
Nerriga Road	16/02/2023	6.67
Butmaroo Road	17/02/2023	11.49
Gidleigh Lane	17/02/2023	6.87
Corang Post Office Road	22/02/2023	5.08
Hazeldell Road	28/02/2023	5.19
Endrick River Road	01/03/2023	5.26
Woolcara Lane	03/03/2023	11.79
Old Timberlight Road	06/03/2023	5.40
Parlour Creek Road	28/03/2023	4.65
Vernelly Road	30/03/2023	1.45

10.1 Summary of Road Renewal and Maintenance Activities - Quarter 3 2022/23 (Ref: ; Author: Cunningham/Harris) (Continued)

Resealing

The following table shows the completed resealing works completed by Council and its Contractors during the third quarter of 2022/23 (between 1 January 2023 and 31 March 2023).

Road Name	Completion Date	Length Resealed (km)
Gifford Place	06/02/2023	0.23
Helman Close	06/02/2023	0.23
Highland Close	06/02/2023	0.49
Carolyn Jackson Drive	07/02/2023	0.45
Winter Place	07/02/2023	0.04
Darmody Place	07/02/2023	0.16
Burton Place	08/02/2023	0.09
Lee Place	08/02/2023	0.07
Weir Place	08/02/2023	0.04
Crest Park Parade	08/02/2023	1.18
Gilmore Place	14/02/2023	0.75
Shropshire Street	11/02/2023	0.36
Thurralilly Street	11/02/2023	0.37
Lanyon Drive	14/02/2023	Segment 25
Garland Avenue	14/02/2023	0.11
Ford Street	14/02/2023	0.29
Urila Road	15/02/2023	0.22
Gilmore Road	18/02/2023	0.41
Bayldon Road	18/02/2023	0.16
Meredith Street	02/2023	0.26

Stabilisation/Rehabilitation

The following table shows the completed in-situ stabilisation and pavement rehabilitation works completed by Council and its Contractors during the third quarter of 2022/23 (between 1 January 2023 and 31 March 2023) as per various funding arrangements and Councils Capital Works Budget.

Road Name	Completion Date	Length Stabilised/Rehabilitated (km)
Araluen Road	February 2023	0.84
Captains Flat Road	March 2023	3.40km
Little River Road	March 2023	2.02km
Reidsdale Road	March 2023	1.96km

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.2 Site Inspection - DA.2022.1551 - Manufactured Dual Occupancy Home - 45 Sinclair Road, Primrose Valley (Ref: ; Author: Ormella/Bogue)

File Reference: DA.2022.1551

Recommendation

That the report be received for information.

Report

At the Council meeting to be held on 26 April 2023, Council will consider a report on DA.2022.1551. This application relates to the proposed installation of a manufactured dual occupancy home at 45 Sinclair Road, Primrose Valley. The application is recommended for approval.

A site inspection was arranged to allow the opportunity for Councillors to view the site prior to considering the report at the meeting. This took place at 4.30pm on Friday, 24 March 2023.

Present were as follows:

Councillors: Cr Katrina Willis.

QPRC staff: Ruth Ormella (*Director – Development and Environment*); Graeme Harlor (*Manager – Development and Environment*); Gillian Bogue (*Minute Taker*).

Applicant/Owner: Andrew and Claire Stiles.

Apologies: Cr Kenrick Winchester (Mayor); Cr Ross MacDonald.

Graeme Harlor provided a brief overview of the proposal to those present.

Key points raised:

- **Possibility of future subdivision** – in response to Cr Willis' enquiry, Ms Ormella clarified that this was neither possible nor proposed due to minimum lot size requirements.
- **Access** – location was clarified as an extension of the existing driveway
- **Historical use** – the applicant explained the property has a history of farm use and they are not aware of any contamination.
- **Privacy** – existing water tank and vegetation on proposed development site and neighbouring property provide some visual screening. Council will consider conditioning extra planting to further mitigate visual impact to adjoining residents.
- **Visual Impact** – proposed dual occupancy dwelling has a habitable floor area of 168sqm and expected to have minimal visibility from Captains Flat Road. Further, no existing trees are proposed for removal.

The site inspection concluded at 4.45pm.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.3 Resolution Action Sheet (Ref: ; Author: Ryan/Flint)

File Reference: 52.3.2

Recommendation

That the report be received for information.

Report

The Resolution Action Sheet provides Council with information on action taken, status and proposed steps as a result of resolutions carried at Ordinary Council meetings. As at 19 April 2023, there are 30 outstanding resolutions.

It is the role of the General Manager to 'implement, without undue delay, lawful decisions of the council' as per s335 of the Local Government Act (1993).

The Resolution Action Sheet is an ongoing document, updated progressively by staff. As items are completed and presented to Council, they will be removed from the document. Resolutions which are outstanding for more than 12 months will generate a further report to Council.

Resolutions relating to Land transfers; compulsory acquisition, purchase or sale in particular when associated with road works or Council facilities development can take up to 2-5 years to be completed. These items are now recorded to a Land Acquisition/Sale Register for action and monitoring by Corporate Governance and Legal division and reported to Council on an annual basis.

This report is presented to Council on a quarterly basis.

Attachments

Attachment 1 Resolution Action Sheet (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR INFORMATION

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

File Reference: 26 April 2023 reports

Recommendation

That the report be received for information.

Synopsis

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

Report

During the period 6 to 19 April 2023, the following workshops were held:

Date	Workshop Items	External Presenter/s (if applicable)
18/04/2023	<ol style="list-style-type: none">1. Regional Sports Complex – Project update, Management models and Sporting User Groups2. Community Centres – Access arrangement proposal for local community groups3. Draft Operational Plan – Revenue Policy Part 3: Water, Sewer and Waste Charges	N/A
19/04/2023	<ol style="list-style-type: none">1. Southern NSW Destination Management Plan2. Draft Operational Plan – Capital and Operational Works Program and Loans	Richard Beere (Chair) Destination Southern NSW

Attachments

Nil

REPORTS OF COMMITTEES

11.1 Local Traffic Committee Meeting - 4 April 2023 (Ref: ; Author: Cunningham/Harris)

File Reference: 31.4.1

Recommendation

That Council:

- 1. Note the minutes of Local Traffic Committee held on 4 April 2023.**
- 2. Adopt recommendations LTC 13/2023 to LTC 17/2023 from the meeting held on 04 April 2023:**

LTC 13/2023:	Proposed Solution: Under Roads Act 1993 approve the proposed road closures for Majors Creek Anzac Day Ceremony 2023.
LTC 14/2023:	Proposed Solution: Under Roads Act 1993 approve the temporary traffic control measures in the TCP, provided the amendments suggested are implemented.
LTC 15/2023:	Proposed Solution: Under Road Transport Act 2013 approve the proposed road closures for Reconciliation Walk 2023.
LTC 16/2023:	Proposed Solution: Bungendore Harvest Festival event organisers are to consider a different location and include TMP or TCPs in correct format.
LTC 17/2023:	Proposed Solution: LTC request roundabout or traffic lights be considered.

Summary

The Local Traffic Committee (LTC) has submitted the minutes and recommendations of its meeting held on 4 April 2023 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.

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 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  Local Traffic Committee Meeting Minutes - 04 April 2023 (*Under Separate Cover*)

REPORTS OF COMMITTEES

11.2 Local Development Committee Meeting - 4 April 2023 (Ref: ; Author: Cunningham/Harris)

File Reference: 31.4.1

Recommendation

That Council note the minutes of Local Development Committee meeting held on 04 April 2023.

Summary

The Local Development Committee has submitted the minutes and recommendations of its meeting held on 4 April 2023 for Council's information and consideration.

Local Development Committee is held in conjunction with Local Traffic Committee on an ad hoc basis when traffic management plans are submitted by the QPRC Development Engineers for review and comment. Much like the Traffic Committee, it is a technical review committee providing comment on submitted plans.

Attachments

Attachment 1	Local Development Committee Meeting Minutes - 04 April 2023 (<i>Under Separate Cover</i>)
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REPORTS OF COMMITTEES

11.3 Minutes of the QPRC Sports Council Meetings (Ref: ; Author: Richards/Duncan)

File Reference: 4.3.3

Recommendation

That Council note the minutes of the QPRC Sports Council held on 7 November 2022 and 13 February 2023.

Summary



Attached are the minutes of the QPRC Sports Council for their meetings held on 7 November 2022 and 13 February 2023.

The QPRC Sports Council is an Organisational Committee of Council. The role of the Committee is:

- to consider the allocation of sports fields across the local government area prior to the commencement of each winter and summer sporting season; and
- to make recommendations for the development and/or improvement of sporting facilities and recreational needs, including input into the works programs.

There are no formal recommendations referred to Council for adoption. The minutes are reported to Council for endorsement.

Attachments

- | | |
|--|---|
| Attachment 1 | QPRC Sports Council Minutes - November 2022 (<i>Under Separate Cover</i>) |
|  Attachment 2 | QPRC Sports Council Draft Minutes - February 2023 (<i>Under Separate Cover</i>) |
|  | |

12.1 Phasing out Gas for Council Operations (Ref: ; Author: Willis/Willis)

File Reference: 26 April 2023 motions

Notice

Councillor Katrina Willis will move the following motion:

Motion

That Council:

- 1. Cease the installation of new gas appliances in all Council buildings, with the exception of currently committed projects. High-efficiency electrical appliances will be used in new installations, and to replace existing appliances reaching the end of their economic life.**
 - 2. Implement these requirements into Council asset management plans and Sustainable Design for Council Buildings Policy.**
 - 3. Develop an overall plan to phase out all use of gas in Council operations aligned to the Operations Climate Change Action Plan.**
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Comment from Cr Willis in support of this Notice of Motion

This motion is consistent with the QPRC Operations Climate Change Action Plan 2020 – 2030 (20 October 2021) which aims to reduce Council's greenhouse gas emissions.

The action plan incorporates a greenhouse gas emissions reduction hierarchy that includes switching from natural gas, petrol, diesel and LPG to electricity and potentially hydrogen fuels. The most recent QPRC State of the Environment Report, covering 2017 to 2021, noted that Council is responsible for an increasing number of assets and facilities, adding to operational energy requirements. With new development, this will continue to be a challenge.

As the national electricity market decarbonises, using electricity rather than gas will put council in the best position to take advantage of renewable energy. Transitioning away from natural gas will also save on future operational costs as the price of gas continues to rise faster than the price of electricity. Moving away from gas to electricity, sourced from renewable energy, will assist council to reach net zero emissions sooner.

Staff Comment

Attached are the relevant Council Policies from Council's website:

<https://www.qprc.nsw.gov.au/Waste-Environment/Sustainability/Sustainable-Council>

The review of Council Asset Management Plans for buildings and facilities is proposed during 23/24, subject to resources; to align with the next Integrated Planning and Reporting (IP&R) program by June 2025.

Attachments

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



Attachment 2 Operations Climate Action Plan (*Under Separate Cover*)



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 Minutes of the Queanbeyan Sporting Gallery Meetings

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.