



Ordinary Meeting of Council

AGENDA

23 August 2023

Commencing at 5.30pm

Council Chambers
253 Crawford St, Queanbeyan

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

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

Statement of Ethical Obligations

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

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

On-site Inspections - Nil

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

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

To view webcasts or archived recordings, please go to webcast.qprc.nsw.gov.au

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

1 OPENING

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

3.1 Application for Leave of Absence - Cr Esma Livermore.....2

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Ordinary Meeting of Council held on 9 August 2023

5 DISCLOSURES OF INTERESTS

6 ADJOURNMENT FOR PUBLIC FORUM

7 MAYORAL MINUTE

8 NOTICES OF MOTIONS OF RESCISSION

9 REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.1 Variation Deed - Funding Agreement - Braidwood Heritage Centre.....3

9.2 Braidwood Heritage Centre Request for Donation to cover S64 Contributions6

9.3 Amendments to Queanbeyan Development Control Plan 2012, Part 3A and Part 5: Jumping Creek Estate.....9

9.4 QPRC Annual Community Grants 2023/2412

9.5 Friendship and Sister Cities.....15

9.6 Asbestos Policy17

9.7 Investment Report - July 2023.....19

10 REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Responses to Councillor Questions.....22

10.2 Portable Technology for Council Meetings23

10.3 Councillor Workshops25

10.4 Bungendore Office Relocation, Community Centre and Swimming Pool Update26

11 REPORTS OF COMMITTEES

11.1 Local Traffic Committee Meeting - 1 August 202327

11.2 Local Development Committee Meeting - 1 August 202329

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

BUSINESS PAPER AGENDA – 23 August 2023 Page ii

12 NOTICES OF MOTIONS

- 12.1 LGNSW Motion for 2023 Conference - Amendments to BASIX.....30
12.2 LGNSW Motion for 2023 Conference - Amendments to Companion Animals
Act.....31

13 REPORTS TO COUNCIL - DELEGATES REPORTS

- 13.1 Delegates' Report.....32

14 QUESTIONS WITH NOTICE

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION 35

Confidential - Not for Publication

16 REPORTS FOR CLOSED SESSION

16.1 Land Acquisition

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

16.2 Legal Matters Update 1 January - 30 June 2023

Item 16.2 is confidential in accordance with s10(A) (a) (di) (g) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors); AND commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

17 CONCLUSION OF THE MEETING

LIST OF ATTACHMENTS

Open Attachments

- Item 9.1 Variation Deed - Funding Agreement - Braidwood Heritage Centre
*Attachment 1 Variation Deed Bushfire Local Economic Recovery Fund
Braidwood Heritage Centre (with alteration on page 7)
(Under Separate Cover)*
Attachment 2 Annexure A Original Deed (Under Separate Cover)
- Item 9.2 Braidwood Heritage Centre Request for Donation to cover S64 Contributions
Attachment 1 Notice of Determination (Under Separate Cover)
*Attachment 2 Braidwood and District Historical Society Submission (Under
Separate Cover)*
- Item 9.3 Amendments to Queanbeyan Development Control Plan 2012, Part 3A and Part 5:
Jumping Creek Estate
*Attachment 1 Queanbeyan Development Control Plan 2012 Part 3A Single
Dwelling Residential Development (Under Separate Cover)*
*Attachment 2 Queanbeyan Development Control Plan 2012 Part 5 Rural
and Environmental Zones and R5 Large Lot Residential
Zones (Under Separate Cover)*

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

BUSINESS PAPER AGENDA – 23 August 2023 Page iii

- Item 9.4 QPRC Annual Community Grants 2023/24
Attachment 1 QPRC Donations Policy (Under Separate Cover)
Attachment 2 Assessment Grid (Under Separate Cover)
Attachment 3 Donation Requests & Recommendations Category A 2324 (Under Separate Cover)
Attachment 4 Donation Requests & Recommendations Category B & H 2324 (Under Separate Cover)
- Item 9.5 Friendship and Sister Cities
Attachment 1 Friendship City Agreement Ohrid and Queanbeyan (Under Separate Cover)
Attachment 2 QCC Sister City Accompanying Adult for Student Delegations to Japan Policy (Under Separate Cover)
Attachment 3 Draft Friendship and Sister City Policy 2023 (Under Separate Cover)
- Item 9.6 Asbestos Policy
Attachment 1 Asbestos Policy (Under Separate Cover)
- Item 9.7 Investment Report - July 2023
Attachment 1 Investment Report Pack - July 2023 (Under Separate Cover)
- Item 10.4 Bungendore Office Relocation, Community Centre and Swimming Pool Update
Attachment 1 Response to QPRC regarding Bungendore Swimming Pool (Under Separate Cover)
- Item 11.1 Local Traffic Committee Meeting - 1 August 2023
Attachment 1 Local Traffic Committee Meeting Minutes - 1 August 2023 (Under Separate Cover)
Attachment 2 Local Traffic Committee correspondence - 2 August 2023 (Under Separate Cover)
- Item 11.2 Local Development Committee Meeting - 1 August 2023
Attachment 1 Local Development Committee Meeting Minutes - 1 August 2023 (Under Separate Cover)

Closed Attachments

Nil



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, 9 August 2023 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)

Cr Biscotti
Cr Burton
Cr Grundy
Cr Livermore
Cr Macdonald
Cr Preston
Cr Webster
Cr Willis
Cr Wilson

Staff:

R Ryan, General Manager
P Hansen, Director Infrastructure Services
K Monaghan, Director Corporate Services
R Ormella, Director Development and Environment
T Geyer, A/Director Community, Arts and Recreation

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

1. OPENING

The meeting commenced at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

310/23

RESOLVED (Winchester/Preston)

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

The resolution was carried unanimously.

4. CONFIRMATION OF MINUTES

311/23

4.1 Minutes of the Ordinary Meeting of Council held on 26 July 2023**RESOLVED (Winchester/Webster)**

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 26 July 2023 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

312/23

RESOLVED (Winchester/Macdonald)

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.

6. ADJOURNMENT FOR PUBLIC FORUM

As there were no presentations or petitions to be lodged, there was no Public Forum.

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

313/23

9.1 Crown Road Management Policy**RESOLVED (Willis/Biscotti)**

That Council place the Crown Road Management Policy on public exhibition for 28 days.

The resolution was carried.

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

Against: Cr Grundy

9.2 Review Queanbeyan Car Parking Strategy

314/23

RESOLVED (Willis/Biscotti)

That Council consider the funding of a review of the Queanbeyan Car Parking Strategy (2018-2028) and a scope of works presented during budget deliberations in preparing the 24/25 Operational Plan.

The resolution was carried.

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

Against: Cr Grundy

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**10.1 Road Asset Management Capability****MOVED (Preston/Livermore)**

That the report be received for information.

Cr Grundy foreshadowed a CONTRARY motion:

That the report not be accepted and be rewritten to the specifications of the resolution of 27 January 2022.

The motion (of Crs Preston and Livermore) was PUT.

MOVED (Preston/Livermore)

That the report be received for information.

The motion was LOST.

For: Crs Preston, Willis and Winchester

Against: Crs Biscotti, Burton, Grundy, Livermore, Macdonald, Webster and Wilson

The foreshadowed motion (of Cr Grundy) was PUT in an amended form.

315/23

RESOLVED (Grundy/Burton)

That this report be deferred for one month and be rewritten to the specifications of the resolution of 27 January 2022.

The resolution was carried.

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

Against: Cr Willis

10.2 Councillor Workshops

316/23

RESOLVED (Winchester/Biscotti)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES**11.1 QPRC Heritage Advisory Committee Minutes - July 2023**

317/23

RESOLVED (Willis/Wilson)

That Council:

1. Note the minutes of QPRC Heritage Advisory Committee held on 13 July 2023.
2. Note recommendation 22/23 from the meeting held on 13 July 2023:

QPRC HAC 22/23 – Development Application 2023.0151 at 116 Monaro Street, Queanbeyan, for signage.

The Committee does not support the proposed signage for the following reasons:

- i. The Committee has concerns about the size and dimensions of the sign and its main street location.
- ii. Reduction of signage in the main street should be encouraged.
- iii. The sign's placement is inappropriate, and it is not in sympathy with the streetscape.
- iv. The sign is not in line with SEPP 64 – Advertisement.
- v. The Committee unanimously agreed that the sign was inappropriate given its size and placement and suggest that the owner be requested to remove it.

The resolution was carried unanimously.

11.2 QPRC Environment and Sustainability Advisory Committee Minutes - April 2023 and June 2023

318/23

RESOLVED (Willis/Livermore)

That Council:

1. Note the minutes of the Environment and Sustainability Advisory Committee meetings held on 17 April 2023 and 26 July 2023.
2. Note the following recommendations:
 - a. That QPRC submit a request to the ACT Government for 50 percent of the average annual revenue from the Water Abstraction Charge, which is attributable to residents of Queanbeyan, Jerrabomberra and Googong, to be phased in over a 3-year period. The funding would be directed to managing the catchments of the Queanbeyan River, Molonglo River and Jerrabomberra Creek, including ecological health, within the limits of Council's responsibilities and powers. And that the funds are used to supplement the capital program in relation to catchment management projects.
 - b. The committee note the work of the Mulloon Institute on the National Code of Practice for Landscape Regeneration and agree it is worthwhile to stay informed of progress on the matter.

The resolution was carried unanimously.

11.3 Access Committee Meeting - 14 June 2023

319/23

RESOLVED (Biscotti/Webster)

That Council note the minutes of QPRC Access Committee held on 14 June 2023.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS**12.1 Water Abstraction Charge**

320/23

RESOLVED (Willis/Wilson)

That Council:

1. Submit a request to the Australian Capital Territory (ACT) Government for 50 per cent of the average annual revenue from the Water Abstraction Charge which is attributable to residents of Queanbeyan, Jerrabomberra and Googong, to be phased in over a 3 year period for the purpose of managing the catchments of the Queanbeyan River, Molonglo River and Jerrabomberra Creek, including ecological health, within the limits of Council's responsibilities and powers.
2. Use funds obtained to supplement the capital program in relation to catchment management projects.

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

321/23

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 2023-16 - Construction Project Management Services – Cooma Road Water Mains Upgrade

Item 16.1 is confidential in accordance with s10(A) (di) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the

person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.2 Tender Evaluation Report - Design & Construct Pump Track at Jerrabomberra

Item 16.2 is confidential in accordance with s10(A) (di) of the Local Government Act 1993 because it contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 6.14pm to discuss the matters listed above.

16.1 RFT 2023-16 - Construction Project Management Services – Cooma Road Water Mains Upgrade

322/23

RESOLVED (Burton/Biscotti)

That Council award RFT2023-16 Construction Project Management Services – Cooma Road Water Mains Upgrade to Black Mountain Construction Assurance for \$248,589.

The resolution was carried unanimously.

16.2 Tender Evaluation Report - Design & Construct Pump Track at Jerrabomberra

323/23

**RESOLVED
(Biscotti/Livermore)**

That Council:

1. Award the contract for the tender Design & Construct Pump Track at Jerrabomberra to Tenderer 1, Common Ground, for \$299,900.
2. Endorse the community engagement strategy to finalise a preferred location and design with a further report to be presented to Council.

The resolution was carried.

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

Against: Crs Grundy, Macdonald and Webster

324/23

RESOLVED (Winchester/Macdonald)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 6.35pm.

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 6.36pm, 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.

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

3.1 Application for Leave of Absence - Cr Esma Livermore (Ref: ; Author: Ryan/Ryan)

File Reference: 23 August 2023 motions

Recommendation

That Council approve the Leave of Absence application submitted by Councillor Esma Livermore for the 24 August 2023 Council Meeting.

Summary

Councillor Livermore will be an apology for the 24 August 2023 Council meeting and has submitted an application to Council for this Leave of Absence.

Report

Councillor Livermore will be away for the 24 August 2023 Council meeting and has submitted an application to Council for this Leave of Absence.

Risk/Policy/Legislation Considerations

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

Financial, Budget and Resource Implications

Nil

Attachments

Nil

9.1 Variation Deed - Funding Agreement - Braidwood Heritage Centre (Ref: ; Author: Ormella/Carswell)

File Reference: 26.5.1

Recommendation

That Council endorse the General Manager executing the Variation Deed under the Bushfire Local Economic Recovery Fund for the Braidwood Heritage Centre, as amended removing the reference for \$200K contribution.

Summary

Council has recently received a Variation Deed under the Bushfire Local Economic Recovery Fund for the Braidwood Heritage Centre.

Council approval is sought for the General Manager to sign and execute this variation, which will facilitate the receiving of additional funding required to complete this important community project in Braidwood.

Background

The original Funding Agreement was reported to Council's meeting of 28 July 2021. At this time a range of issues were reported including Council's role in the project and the reason for it to become involved in the funding agreement. Council agreed to endorse the Chief Executive Officer executing the Funding Deed for the Braidwood Heritage Centre (**Resolution No. 191/21**).

The project involves alterations to the Museum building as well as additions and alterations to existing buildings together with the building of motel units/caretaker's residence. Other than the Museum and motel units, proposed uses on site include artisan workshops.

It has been the subject of a development application considered by Council at its meeting of 23 November 2022, and amongst other things was conditionally approved (**Resolution No. 470/22**).

Report

Council has received a Variation Deed under the Bushfire Local Economic Recovery Fund (BLERF) for the Braidwood Heritage Centre, attached for Council information accompanied by a request to execute it from the Grants Management Office Department of Regional NSW.

Also received is a copy of the original signed funding agreement, Attachment 2; which forms Annexure A to the Deed of Variation. This variation has arisen as a result of additional funding of up to \$1.25M allocated under the BLERF to complete the project.

The Variation Deed includes a reference the Grantee (QPRC) contributing \$200K (Attachment 1 – page 7). This was not a condition of the original executed Funding Agreement, and Council have been advised by Regional NSW that it is an incorrect reference and an amended Variation Deed will be re-issued as soon as possible. However, at the time of writing this is yet to be received and so has been struck out in Attachment 1 to this report.

9.1 Variation Deed - Funding Agreement - Braidwood Heritage Centre (Ref: ; Author: Ormella/Carswell) (Continued)

Whilst Council is not the applicant nor the owner of the land, as Grantee has oversight and control of the financial management, governance and procurement process for the project. Entering into this Agreement was necessary for the original grant of \$2.5M being made available. The total funding awarded now for this project is \$3.75M.

The project is managed by the NSW Government's Public Works Advisory (PWA) team with assistance of a Project Control Group (PCG). The PCG includes two members of the Braidwood Historical Society, a representative of the PWA, two representatives of the Department (other than the PWA), representatives of key stakeholders and two Council staff.

Regular monthly meetings have been held over the last 2 years and considerable work has been done to bring the Funding Agreement and project to the current stage where a tender for its construction is about to be let. This will be the subject of a separate report to Council when negotiations of scope and costs have been finalised.

Risk/Policy/Legislation Considerations

The Braidwood District Historical Society Museum is not a Council asset. However, clause 5 Maintenance of Assets imposes obligations on Council to maintain the asset and not to undertake other actions in regard to it. This is modified by Recital G under Background (Attachment 2) which states:

- G. Unless otherwise specified in this Deed, the Braidwood and District Historical Society will own the completed Project assets and be responsible for their maintenance. The Department acknowledges that this and other provisions of this Deed may result in further agreements between Queanbeyan-Palerang Regional Council and the Braidwood and District Historical Society.

Financial, Budget and Resource Implications

Reporting on and executing the Variation Deed for the Braidwood Heritage Centre project will involve a number of staff members as well as incurring administrative costs which are funded from existing cost centres.

Links to QPRC/Regional Strategic Plans

The execution of the Variation Deed to the Funding Agreement and support by staff of the Bungendore Heritage Centre project is consistent with the following Strategy under Character in the current Community Strategic Plan 2042 as administered by the Land-Use Planning Branch; protect, promote and enrich the heritage and traditional values of our area.


Conclusion


Council has recently received a Variation Deed under the BLERF for the Braidwood Heritage Centre project. This variation is the result of the project obtaining additional funding which will enable it to be completed. The Variation Deed attached includes an incorrect reference to a \$200K contribution from QPRC, which has been struck out in the absence of receiving an amended Variation Deed without this reference.

Council has been involved in this project both at a strategic and operational level for more than two years and the project has reached a critical stage. All matters considered it is concluded that Council should endorse the General Manager executing the attached Variation Deed, BLERF for the Braidwood Heritage Centre.

9.1 Variation Deed - Funding Agreement - Braidwood Heritage Centre (Ref: ; Author: Ormella/Carswell) (Continued)

Attachments

Attachment 1  Variation Deed Bushfire Local Economic Recovery Fund Braidwood Heritage Centre (with alteration on page 7) *(Under Separate Cover)*

Attachment 2  Annexure A Original Deed *(Under Separate Cover)*

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

**9.2 Braidwood Heritage Centre Request for Donation to cover S64 Contributions
(Ref: ; Author: Ryan/Ormella)**

File Reference: 26.5.1-16

Recommendation

That Council decline the request for a donation to the Braidwood Heritage Centre Project for the reasons set out in this report.

Summary

On 23 November 2022 the Council considered the development application DA.2022.1184 being the Alterations and Additions to the Braidwood Heritage Museum located at 186 Wallace Street Braidwood.

The proposal was granted conditional consent for alterations and additions to the existing museum, new visitor accommodation, café, office, sales area, artisan studios, landscaping and associated infrastructure works, refer to Attachment 1.

Conditions included developer contributions under s7.11 of the EP&A Act being water and sewer contributions under s64 of the Local Government Act 1993.

This report considers the submission for a donation from the general fund, or relief from the payment of developer contribution fees.

Background

Braidwood and District Historical Society have made a submission to the Council requesting relief from the payment of the s64 charges relating to water and sewerage, refer to Attachment 2. The Historical Society is a volunteer run organisation with a passion for celebrating, protecting and sharing the heritage of Braidwood and surrounding region.

The Braidwood Heritage Centre project is an initiative of the Historical Society which has been awarded funding under the Australian and NSW Government's Bushfire Local Economic Recovery Fund. Funds secured cover the cost of the capital project, with limited contingency for over run. The Department of Public Works and Services are the project managers, with Council Officers providing in kind project and tender assessment support.

Report

Developer contributions have been correctly charged to the development, in accordance with Council's adopted Development Servicing Plans. The calculations have been made with regard to the equivalent tenement raised from the development. The chargeable amount totals \$159,423.

Council's Development Servicing Plans do not have provisions for these fees to be waived and this development is not exempt from the charges. As such the request that has been made is for Council to cover these charges and make a donation to the project.

9.2 Braidwood Heritage Centre Request for Donation to cover S64 Contributions (Ref: ; Author: Ryan/Ormella) (Continued)

On 28 June 2023 Council adopted the Donations Policy, which provides for waiving of Council's fees or charges and for these to be considered as a donation in accordance with s356 of the Local Government Act 1993.

The submission is a Category 'C' Funding – Rates, Fees and Annual Charges request, this including development applications fees and associated charges, donations towards waste water and sewerage charges for community organisations.

The Historical Society falls into this group and the aim of the category.

Risk/Policy/Legislation Considerations

Council adopted the Donations Policy on 28 June 2023, for donations under s.356 of the Local Government Act. This policy sets out an equitable, transparent, and accountable management framework for the assessment of donation requests.

Council has maintained and adopted Palerang Community Development Servicing Plan for Sewerage (June 2020), and Palerang Community Development Servicing Plan for Water Supply June (2020).

The purpose of these Development Servicing Plans is to ensure that water supply and sewerage developer charges are levied on developments that use the council infrastructure.

Development is charged to ensure that users pay and that infrastructure is developed and maintained to keep pace with need and demand. In the absence of developer contributions there would be a deficit in funds for infrastructure planning.

Financial, Budget and Resource Implications

The request before the Council is to support the development through a donation from the general fund to cover the costs for payment of water and sewerage fees. The donation would assist with the cashflow and contingency management of the project.

Donations of the size contemplated in this report are not covered by the donations policy, which has an annual budget of \$70,000 in total for category C funding.

The sums for the development are as follows:

Project	Contribution	Schedule	E.T.	Amount
Braidwood	\$7,953	2022	6.79	\$54,001
Braidwood	\$11,144	2022	9.46	\$105,422

The total chargeable amount is \$159,423.

These contributions are required to be paid prior to the issue of a Construction Certificate, which is anticipated to be made prior to December 2023. At the point when the Construction Certificate is being made, time will be of the essence to ensure there are no delays for the main contractor. While it may be possible for a Modification to the DA to be made to enable these funds to be paid prior to the Issue of an Occupation Certificate, that is only delaying the necessary payment of fees.

**9.2 Braidwood Heritage Centre Request for Donation to cover S64 Contributions
(Ref: ; Author: Ryan/Ormella) (Continued)**

The request for a donation does not stipulate the timing when such could be paid. Officers have considered whether a flexible timeframe for receipt of a donation would assist the Council's ability to support the submission. However, delaying a donation for future years does not overcome the financial challenges for Council.

Council has not yet finalised its end of year financial reporting process, however we expect that Council's 30 June 2023 results will highlight its high-risk financial position. In previous years, Council has run down its internal reserves and borrowed from its advance payment of the annual Financial Assistance Grant. Council has now taken action to increase revenue through an SRV and reduce expenses through budget cuts, and these actions will correct the financial position after 3 years.

It is recommended that Council should not make an additional financial commitment to any new project. If Council does make an additional financial commitment to a new project, Council should identify another budget to reduce by the same amount.

Links to QPRC/Regional Strategic Plans

Relevant to this is Strategic Objectives 1.1 and 2.1 of the Queanbeyan-Palerang Community Strategic Plan, which states that:

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

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



Conclusion

The Local Government Act envisages through section 356 that Council will look to contribute money or otherwise grant financial assistance. The water and sewerage fees that are required to be paid prior to issue of a Construction Certificate cannot be waived, as they are a requirement for the development. Council's Donations Policy does consider and provide for donations like that requested.

In considering this request the funds would need to be paid from Council's Reserve to the Water and Sewerage fund, it would not be a relief for payment, rather a donation to cover those charges. This has a wider implication in relation to the Council's finances which is set out by the Chief Financial Officer.

Consideration has been given to the potential for a later donation in future financial years based on the anticipated stages of the construction project, however the amount being requested is not of the scale envisaged for this Category under the Donations Policy.

Attachments

- | | |
|--|--|
| Attachment 1 | Notice of Determination (<i>Under Separate Cover</i>) |
|  Attachment 2 | Braidwood and District Historical Society Submission (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.3 Amendments to Queanbeyan Development Control Plan 2012, Part 3A and Part 5: Jumping Creek Estate (Ref: ; Author: Ormella/Kurzyniec)

File Reference: 26.1.1-10

Recommendation

That Council adopts the amended Parts 3A and 5 of the Queanbeyan Development Control Plan 2012.

Summary

The purpose of this report is to advise Council that two submissions were received as a result of the exhibition of the amended Parts 3A and 5 of the Queanbeyan Development Control Plan (QDCP) 2012.

Council needs to adopt the amendments as exhibited (Attachments 1 & 2).

Background

Since its adoption in December 2012, the QDCP has been amended several times to ensure that its provisions remain up to date.

It is proposed that QDCP will apply to the new Jumping Creek Estate adjoining the eastern side of Ellerton Drive (refer map below). This land is zoned C4 Environmental Living under the *Queanbeyan-Palerang Regional Local Environmental Plan 2022* and under the current provisions of the QDCP, development applications in an area zoned C4 Environmental Living are assessed using Part 5 of the QDCP, Rural and Environmental Zones, and R5 Large Lot Residential Zones. The majority of lots within the Jumping Creek Estate subdivision, however these will be more urban in size and character than the type of lots to which Part 5 usually applies and applying the requirements of Part 5 of the QDCP is not appropriate in this locality. Development for the purposes of a single-dwelling or ancillary development, within the new Jumping Creek Estate should therefore be assessed against the requirements of Part 3A Single Dwelling Residential Development of the QDCP 2012.

This amendment makes it clear that Part 3A of the QDCP applies to single-dwelling residential development at the Jumping Creek Estate (Attachment 1).

Council at its meeting on 24 May 2023 resolved to place the amended Parts 3A and 5 of the QDCP on exhibition (**Resolution No: 187/23**). The amendments were placed on public exhibition from 25 May 2023 to 23 June 2023. As a result, Council received two submissions.

Report

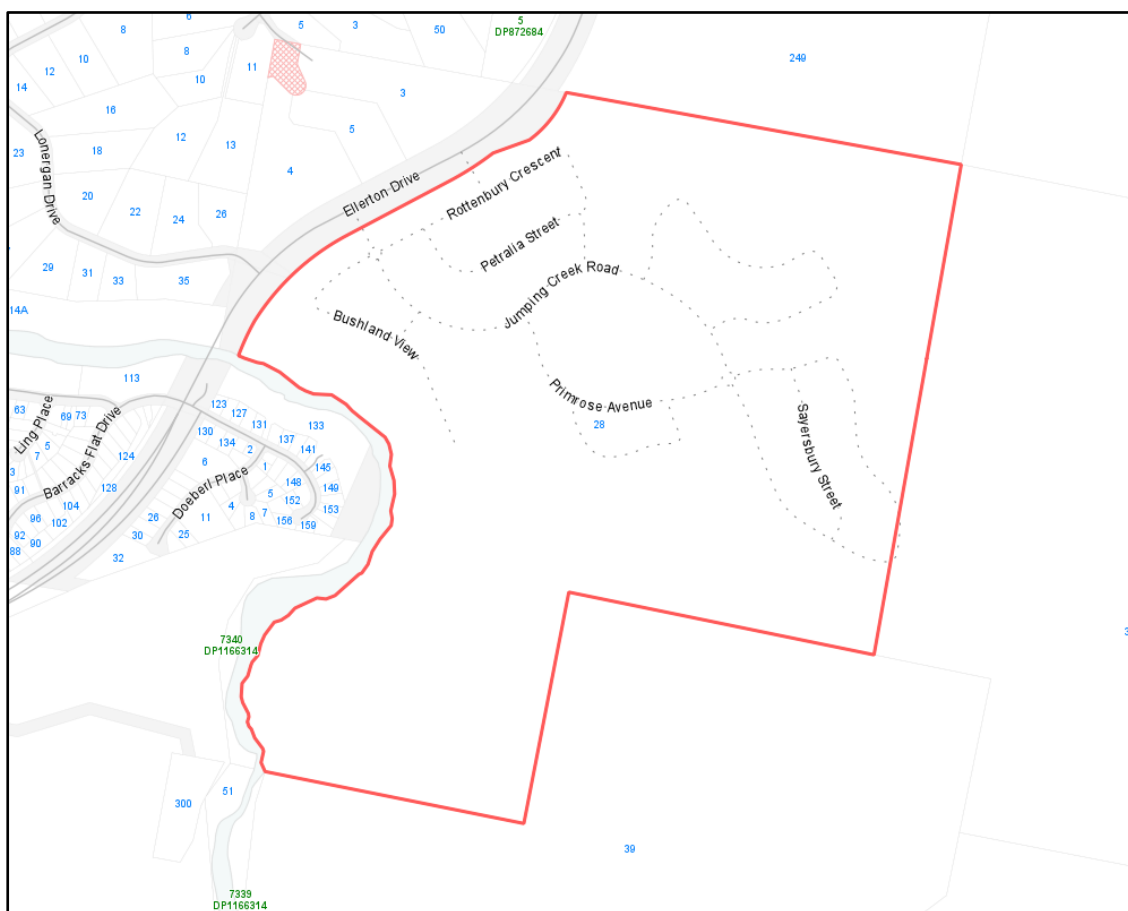
The proposed amendment clarifies that Part 3A of the QDCP applies to single-dwelling residential development at Jumping Creek. This will assist the DA Team when assessing applications and clarify the matter for members of the public who wish to build a dwelling at Jumping Creek.

Two submissions were received as shown in the table below:

9.3 Amendments to Queanbeyan Development Control Plan 2012, Part 3A and Part 5: Jumping Creek Estate (Ref: ; Author: Ormella/Kurzyniec) (Continued)

Summary & Considerations of Submissions - Queanbeyan DCP 2012 Part 3A & Part 5			
No	Submission Details	Response	Action
1	Sounds sensible to me.	The support is noted.	No change be made as a result of this submission.
2	Why was this not reviewed before approval was given to start the developing the area? Will you now also look at rezoning other areas like Greenleigh? The Ridgeway?	This only became evident after approval was given, that it is unclear for persons developing the land as well as the DA staff which DA controls should be applied. Council is not considering rezoning any areas in Greenleigh or Ridgeway.	No change be made as a result of this submission.

Map of Jumping Creek Estate, Queanbeyan



9.3 Amendments to Queanbeyan Development Control Plan 2012, Part 3A and Part 5: Jumping Creek Estate (Ref: ; Author: Ormella/Kurzyniec) (Continued)

Risk/Policy/Legislation Considerations

The proposed amendment is consistent with Council's policies. The draft document was placed on public exhibition for 28 days in accordance with Council's Community Engagement and Participation Plan.

Financial, Budget and Resource Implications

As per Council's fees and charges, a fee of \$5,720 was paid by the applicants for the amendment to the QDCP.

Links to QPRC/Regional Strategic Plans



The review of the QDCP is consistent with the programs and outputs of the Operational Plan and the Land-Use Planning branch.

Conclusion

Two submissions were received during the public exhibition of the draft amended Part 3A and Part 5 of the QDCP. Neither submission resulted further amendments to the draft QDCP (Part 3A and 5) being recommended.

The amended Part 3A and Part 5 of the QDCP are considered appropriate and will provide direction for assessing residential development in the new Jumping Creek Estate. Consequently, it is recommended for adoption without change.

Attachments

- | | |
|---|--|
| Attachment 1 | Queanbeyan Development Control Plan 2012 Part 3A Single Dwelling Residential Development (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | Queanbeyan Development Control Plan 2012 Part 5 Rural and Environmental Zones and R5 Large Lot Residential Zones (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.4 QPRC Annual Community Grants 2023/24 (Author: Richards/Mirowski)

File Reference: 11.10 Grants

Recommendation

That Council:

- 1. Approve Category A grants for 2023/24 totalling \$25,000.**
 - 2. Approve Category B donations for 2023/24 totalling \$34,929, noting that some applicants will be moved to Category H.**
-

Summary

Council has advertised and sought applications from community groups for the QPRC Annual Community Grants and Donations Categories A, B, and Category H No Fee Hire for Council premises. Applications opened 3 July 2023 and closed 5pm, 31 July 2023.

Applications for Category H No Fee Hire will continue to be taken throughout the financial year.

Background

Under Council's Donations Policy, Council may make donations to not-for-profit organisations to support a wide range of activities that build community capacity, foster social networks and information exchange, facilitate co-operation and build on community strengths. Council may also provide non-monetary donations to community, not-for-profit or charitable organisations representing the full or partial payment of the hire costs of Council venues.

All applications were assessed by two Council Officers against the seven assessment criteria in the Grant A and B Guidelines (attached). Each assessor signed a 'Conflict of Interest' Declaration.

Report**Category A - General Assistance Grants**

QPRC received applications from 13 community groups for 2023/24 Category A General Assistance Grants, with a total of \$46,843 sought. Council has \$25,000 available for distribution under Category A in 2023/24.

Applications and recommendations for Category A grants 2023/24 are attached. To allow a wide distribution of funds no applications have been recommended for more than \$3,000.

Some applicants are recommended for part funding.

Category H – No Hire Fee for Council Premises

In 2023/24 a new category of funding was made available for a trial of one year, to encourage the increased use and accessibility of Council-owned community spaces. This category is for regular community users of Axis Youth Centre; Jerrabomberra, Letchworth and Googong Community Centres, and the Old Braidwood Library. Conditions apply, including that applicants can be 'bumped' from a regular booking if a paid booking is received up to two weeks prior. Only one application was received for this category, with the applicant seeking consideration under Category H if their Category B application was unsuccessful.

**9.4 QPRC Annual Community Grants 2023/24 (Author: Richards/Mirowski)
(Continued)**

Feedback is that Category H is problematic for community groups, due to their concern about the possibility of being 'bumped' from their bookings. Staff believe this situation to be unlikely and will work closely with organisations to minimise any disruption if this occurred.

Category B – Venue Hire Donations

Council received 35 Category B applications, seeking a total of \$66,466. Council has a total of \$35,000 available for Category B in 2023/24, meaning that many applications could not be recommended for their total donation request.

However, if regular users were to be granted use under Category H, each applicant could receive their requested amount except for those whose requests were beyond the scope of the fund ie. \$4,000+ or those who were deemed ineligible.

'Bumping' for Category H, although technically possible, is unlikely to be regular, would only be for commercial hire and is likely to have considerable lead time. Even in normal community hire circumstances, where Council received a considerable commercial hire opportunity, for example by the Australian Electoral Commission to conduct an election, staff would be working with the community group to discuss possible alternatives.

The table attached for Category B shows two scenarios:

1. Amount funded if all applicants are accepted under Category B in column marked '\$ Amount Recommended with no Category H';
2. Amount funded if regular users are transferred to Category H in column headed '\$ Amount Recommended with Category H Transfers'

Risk/Policy/Legislation Considerations

Council's grants are administered in compliance with the QPRC Donations Policy (Attachment 5), under the Local Government Act 1993. This assistance provides the community with funding for activities which align with Council's strategic objectives.

Financial, Budget and Resource Implications

The QPRC Operational Plan 2023/24 shows an allocation of \$25,000 available this financial year for Category A and \$35,000 for Category B.

The Operational Plan has no separate Category H allocation.

Links to QPRC/Regional Strategic Plans




Under the Donations Policy Council provides funding assistance to community groups for activities and projects which align with the QPRC Community Strategic Plan. All recommended projects were assessed as addressing the identified objectives of the Plan.

Conclusion

The recommended Category A and B assistance will address Council's and the community's priorities as articulated in the QPRC Community Strategic Plan. Transfer of some applications from Category B to Category H will provide a wider use of Council facilities.

9.4 QPRC Annual Community Grants 2023/24 (Author: Richards/Mirowski)
(Continued)

Attachments

- | | |
|--|---|
| Attachment 1 | QPRC Donations Policy (<i>Under Separate Cover</i>) |
|  Attachment 2 | Assessment Grid (<i>Under Separate Cover</i>) |
|  Attachment 3 | Donation Requests & Recommendations Category A 2324 (<i>Under Separate Cover</i>) |
|  Attachment 4 | Donation Requests & Recommendations Category B & H 2324 (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.5 Friendship and Sister Cities (Ref: ; Author: Ryan/Richards)

File Reference: 1.6.1 Community – Culture - Sister City

Recommendation

That Council:

1. **Endorse a formal invitation to the Mayor of Ohrid to visit Queanbeyan-Palerang Regional Council in 2024.**
 2. **Rescind the Queanbeyan City Council Sister City Accompanying Adult Student Delegations to Japan Policy.**
 3. **Endorse the Draft Friendship and Sister City Policy and place on Public Exhibition for 28 days to receive community comments.**
-

Summary

This report seeks Council endorsement to issue a formal invitation for the Mayor and delegation from Ohrid to visit Queanbeyan-Palerang Regional Council in late February/ March 2024.

There is currently no Council Policy on Friendship and Sister Cities, however an update of the Queanbeyan City Council Sister City Accompanying Adult Student Delegations to Japan Policy (attached) is due.

A broader policy on Friendship and Sister Cities, including matters for student delegations is attached for Council endorsement to be placed on public exhibition for 28 days.

Background

At the meeting of 18 December 2019, Council (**Resolution No 438/19**) resolved to

1. Continue with the Sister City and friendship relationships developed by the former Queanbeyan City Council in respect of the councils of Minami Alps in Japan and Ohrid in Macedonia.
2. Invite Minami Alps to sign a new Sister City agreement with QPRC.

Arrangements for visits between Minami-Alps and Queanbeyan-Palerang were thwarted by the COVID19 restrictions on travel. Minami-Alps indicated that they would contact QPRC when they were ready to suggest a delegation.

A Friendship or Sister City relationship is a form of social agreement between two geographically and politically distinct localities for the purpose of promoting cultural and commercial ties. Queanbeyan City Council had two such relationships –

- a Friendship City agreement with Ohrid in Macedonia established in 2014; and
- a Sister City agreement with Hattamurra in Japan first established in 1992 and re-established in 2003 when four Councils merged to form Minami-Alps.

The Queanbeyan-Palerang region, and the city of Queanbeyan in particular, has a strong Macedonian population. To recognise this, Queanbeyan City Council formed a Friendship City relationship with Ohrid in Macedonia in 2014 (attached).

9.5 Friendship and Sister Cities (Ref: ; Author: Ryan/Richards) (Continued)

Report

On August 8, 2023, Biljana Stefanovska-Sekovska the Ambassador of North Macedonia in Australia met with the Mayor, Cr Taskovski, the General Manager and the Director of Community Arts and Recreation seeking to renew the Friendship City relationship and to discuss hosting a delegation from Ohrid to visit Queanbeyan in 2024.

As the City of Wollongong is also a Friendship city, a coordinated visit with both Councils is envisaged. For QPRC, this would involve holding a reception for the delegation and inviting them to participate in planned community events. Since two of Council's major community events are held at the end of February, this would be an optimal time for a visit to the region.

The QCC Sister City Accompanying Adult Student Delegations to Japan Policy was written for a particular purpose. This policy should be rescinded and replaced with a more general QPRC policy for Friendship and Sister Cities (Draft Policy attached).

Risk/Policy/Legislation Considerations

Whilst the former Council endorsed continuing the Sister and Friendship city relationships there is no stipulation on when or how often delegations should occur. This is a matter for the Mayor and Councillors of each partnership.

Financial, Budget and Resource Implications

The City of Ohrid and the Macedonian Embassy will be funding accommodation and transport for the delegation. QPRC would provide a reception and invitations to any events as special guests.

Links to QPRC/Regional Strategic Plans

Queanbeyan-Palerang Regional Council Community Strategic Plan, Community Pillar has the objective that 'Our community is strengthened through connection and participation that enhances our community and cultural life'.

Conclusion

The continuation of our Friendship and Sister City relationships has been suspended due to COVID19 travel restrictions over the past few years. The representation from the Macedonian Ambassador has indicated Ohrid's desire to rekindle this relationship by visiting Queanbeyan and our region in 2024. This will be actioned by a formal invitation from the Mayor to the Mayor of Ohrid. A new policy for Friendship and Sister Cities will support this and future Council delegations.

Attachments

- | | |
|---|--|
| Attachment 1 | Friendship City Agreement Ohrid and Queanbeyan (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | QCC Sister City Accompanying Adult for Student Delegations to Japan Policy (<i>Under Separate Cover</i>) |
|  | |
| Attachment 3 | Draft Friendship and Sister City Policy 2023 (<i>Under Separate Cover</i>) |
|  | |

File Reference: 41.9.1

Recommendation

That Council adopt the Asbestos Policy.

Summary

During the 2022 StateCover WHS self-audit, it was identified that QPRC did not have an Asbestos Policy. This draft Policy has been developed to ensure the requirements of the LGNSW Model Asbestos Policy for NSW councils are implemented.

The draft Policy was presented to Council at workshop in June and was reported to Council on 28 June where Council resolved to place the draft Policy on exhibition for 28 days.

The exhibition period has now concluded, with no comments were received. The Policy is now presented to Council for adoption.

Background

Council has an important dual role in minimising exposure to asbestos, as far as is reasonably practicable, for both:

- Residents and the public with the local government area
- Workers (employees and other persons) in council workplaces

While Council doesn't have an Asbestos Policy, the organisation does have an internal Asbestos Management Policy and buildings and facilities that contain asbestos have their own plans that are available to users and staff.

This Policy will also assist Council with meeting its legislative obligations. This Policy aims to outline:

- the role of Council and other organisations in managing asbestos
- Council's relevant regulatory powers
- Council's approach to dealing with naturally occurring asbestos, sites contaminated by asbestos and emergencies or incidents
- general advice for residents on renovating homes that may contain asbestos
- Council's development approval process for developments that may involve asbestos and conditions of consent
- waste management and regulation procedures for asbestos waste in the LGA
- Council's approach to managing asbestos containing materials in council workplaces
- sources of further information\

Report

The draft Asbestos Policy was placed on public exhibition during June/July 2023. No comments were received and no other changes are proposed.

9.6 Asbestos Policy (Author: Monaghan/Tozer) (Continued)

Risk/Policy/Legislation Considerations

Council has regulatory responsibilities under the following legislation, policies, and standards in situations where council is the appropriate regulatory authority or planning authority:

- *Contaminated Land Management Act 1997 (NSW)*
- *Environmental Planning and Assessment Act 1979 (NSW)*
- *Environmental Planning and Assessment Regulation 2021 (NSW)*
- *Local Government Act 1993 (NSW)*
- *Protection of the Environment Operations Act 1997 (NSW)*
- *Protection of the Environment Operations (General) Regulation 2022 (NSW)*
- *Protection of the Environment Operations (Waste) Regulation 2014 (NSW)*
- *State Environmental Planning Policy (Exempt and Complying Development Codes) 2021*
- *State Environmental Planning Policy No. 55 - Remediation of Land*
- *Demolition work Code of practice 2019*

Additional legislation, policies and standards relating to the safe management of asbestos are listed in Appendix G of the Policy.

Financial, Budget and Resource Implications

This Policy does not have any financial, budget or resource implications

Links to QPRC/Regional Strategic Plans

The draft Policy aligns with Strategic Pillar 5, objectives and strategies of the QPRC Community Strategic Plan 2022-2042:

Strategic objective: 5.1 Our community is serviced by an efficient, effective and innovative Council.

Strategy: Recruit, retain and remunerate a safe and harmonious workforce

Strategic objective: 5.2 Council is an open, accessible and responsive organisation.

Strategy: Maintain robust governance, audit and risk policies and frameworks to ensure transparency and accountability

Conclusion

The draft Policy has been developed by staff and councillors and the community have been provided an opportunity to provide comments. To date, no comments have been received and the Policy is recommended for adoption.

Attachments

Attachment 1 Asbestos Policy (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

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

File Reference: 43.6.5-01

Recommendation

That Council:

1. Receive the Investment Report for the month of July 2023.
 2. Note the investment return for July 2023 was \$1,117,399.
 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 July 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 July 2023 is detailed in the attached Investment Report Pack.

Market Update – At its August 2023 meeting, the Reserve Bank (RBA) chose to hold the cash rate at 4.10%. In the accompanying statement to the decision, the board paused to allow them more time to assess the impact of interest rate rises to date and the economic outlook, noting too that inflation remains high and the labour market remains tight, while the economy is growing below trend and consumption is slowing.

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.

Council has \$8,000,000 (3.5% of the total portfolio) invested in deposits with Westpac which have been deemed suitable to carry the Climate Bonds Standard Certification badge.

9.7 Investment Report - July 2023 (Ref: ; Author: Monaghan/Drayton) (Continued)**Risk/Policy/Legislation Considerations**

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

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

Certified by Tracy Sligar, Responsible Accounting Officer, 11/8/2023.

The annual review of the Investment Policy adopted by Council on 9 September 2022, is currently being undertaken by Council staff.

Financial, Budget and Resource Implications

Over the last 12 months, Council's portfolio produced an annualised rate of return of 3.84%, outperforming the benchmark Bank Bill Index by 0.69%.

On 31 July 2023, the principal amount invested was \$228,473,498 and the 2023/24 financial year to date return was \$1,117,399 compared to the budget of \$343,686.

Of the total \$228.5 million investment portfolio, Council holds \$29 million in TCorpIM long-term (LTGF) and medium-term (MTGF) funds. Both funds had solid returns in July 2023 with respective gains of \$301,703 and \$107,428.

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	1,692,084	658,145
2023-24		
July	301,703	107,428
August		
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		
2023-24 YTD Total	301,703	107,428
Return since inception	5,414,806	1,578,393
Initial Placement	12,000,000	10,000,000

While these funds are exposed to additional investment risks to generate higher potential returns, they are structured with longer term time horizons. The minimum advised investment time frame for the MTGF is 5+ years and 10+ years for the LTGF.

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

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.

Cash and reserves are currently being reconciled for year end 30 June 2023.

Conclusion

The 2023/24 financial year to date investment return amounted to \$1,117,399. 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 - July 2023 (*Under Separate Cover*)



10.1 Responses to Councillor Questions (Ref: ; Author: Ryan/Hansen)

File Reference: 23 August 2023 Council Reports

Recommendation

That the report be received for information.

Report

The following questions were submitted by Cr Willis on 3 August 2023. Staff have provided answers to each question below.

1. Has Council discussed with the Rural Fire Service relocating the RFS control centre from the Queanbeyan Depot in Ellerton Drive?
2. If so, what was the outcome of the discussions?
3. If no discussions have occurred, is Council aware of any plans by the RFS to relocate the RFS control centre from the Council depot?
4. If the RFS plans to relocate the control centre, can Council advise the intended location?

Council attend the RFS District Liaison Committee meetings, held quarterly at the RFS offices and depot in Queanbeyan. Via this forum and directly to senior staff, it has been conveyed that the RFS are looking for land to construct a new Fire Control Centre.

They require a flat piece of cleared land, at least 8 to 10 ha in size, that is in close proximity to Queanbeyan. Bungendore is not an option. A Fire Control Centre must be large enough to house large scale emergency operations during natural disasters such as the 2019 Bushfires, or Floods and would include, mechanical workshops, training facility, a helicopter pad, RFS tanker/truck and volunteer despatch and communications base.

If it were Council land, this means the land purchase would be considered as local government's contribution towards the project.

A question was asked about the Council land near the Gospel Church car park at 93 Ellerton Drive however was deemed not appropriate due to the significant environmental constraints.

There is no intended location, as searches to date have revealed there is nothing suitable nor available.

If a location was found and was suitable, a report would be presented to Council for consideration and approval.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.2 Portable Technology for Council Meetings (Ref: ; Author: Monaghan/John)

File Reference: 42.1.1-06

Recommendation

That the report be received for information.

Report

In October 2022, Council resolved to receive a report on the cost of a travelling meeting kit that enables full online participation in meetings held at other locations around the local government area.

The travelling meeting kit solution has been investigated and designed in conjunction with the design of the new QCCP Council chambers digital solution. This has allowed the project team to consider the digital meeting requirements with the most efficient set-up that includes the ability to pack up and move to remote meeting locations.

The portable meeting solution will use all the same meeting software, with some additional travelling meeting kit hardware in addition to what has already been procured within the QCCP project. These additional items include a portable webcam, screen, projector, and portable speakers. The approximate cost of these items is as follows.

QPRC Portable Council Meeting Solution (14x seats)	Cost (excl GST)
Pelican cases to transport 14 wireless mics, etc.	\$2,800
Webcam (with tripod) *	\$2,700
Speakers / sound bar	\$1,000
Projector and Portable Screen	\$4,000
Custom-built PC for the meeting solution management	\$2,000
Miscellaneous (cables, etc.)	\$1,000
TOTAL	\$13,500

The optimal meeting experience, livestreaming in particular, will depend on the quality and speed of the internet access available at the remote meeting locations. The travelling kit will include a 4G mobile internet solution as a fallback option. If the internet speed is below average, livestreaming may need to be paused. However, as usual, the recording of the entire meeting will take place and be uploaded/available to the public within 24 hours.

*The Digital team is working with the QCCP project team and vendors to assess the viability of repurposing the cameras from the current chambers meeting setup. This could remove the need for a new webcam for the portable meeting kit, and thus save approx. \$2,700.

The costs of travel, set up time and meals, the number of support staff required to facilitate remote meetings has not been compared with the current costs of meetings in Queanbeyan.

The amount of technology change we have made in the past 2 years to accommodate live webcasting of Council meetings has been implemented quickly, there are costs that may be saved and assessed to ensure we are getting value for money.

10.2 Portable Technology for Council Meetings (Ref: ; Author: Monaghan/John)
(Continued)

Council will review its meeting days, time and schedule including locations at the September meeting, and it will be recommended then, that Council trial some meetings in Braidwood. Council will then be in a position to review meeting efficiency whilst achieving community engagement objectives.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

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

File Reference: 23 August 2023 reports

Recommendation

That the report be received for information.

Councillor workshop items are published in the Agenda of the next Council meeting. During the period 3 to 16 August 2023, the following workshops were held:

Date	Workshop Items	External Presenter/s (if applicable)
15/8/2023	Googong Dam catchment realignment (GTPL Scoping Proposal)	Tom Corby and Katherine Hurley from GPTL; and Rob Bennett from Noble Planning.
16/08/2023	Land and Housing Corporation – Social and Community Housing Update QPRC	Rodney Garrett, Peter Brackenreg and Carol Campos from Land and Housing Corporation.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.4 Bungendore Office Relocation, Community Centre and Swimming Pool Update (Ref: ; Author: Hansen/Ryan)

File Reference: 46.1.1-34

Recommendation

That the report be received for information.

Report

Staff and customer services have been relocated to the temporary offices at 13 Gibraltar Street, and aside from some minor final touches it is a safe, accessible and welcoming office. We thank the Bungendore community on their patience whilst we moved offices.

The latest works notification from Department of Education (DoE) noted the site perimeter construction fence has now been extended around the former Council building, closing off all public access to this facility.

At a project update meeting held this week, Council was advised that given the proposed construction program, the lease for the Community Centre may (subject to confirmation from DoE) be extended until 31 December 2023.

A meeting was held with community groups who use the Community Centre on the 18 July, and interim solutions were canvassed. It appears that options for NSW Health were not suitable and they are conducting home visits and inviting appointments at Karabar. Playgroup may be accommodated in space available at Mick Sherd Oval and other groups have relocated to the Scout Hall. Community Aid remains without a storage space solution and Council staff are continuing to investigate options.

Council has formally accepted the new lease agreement from DoE for the extension of the Swimming Pool until March 2024 (**Resolution No 241/23**). This means the temporary construction fencing will be removed and access to the facility reinstated. Unfortunately the Bungendore Pool has been vandalised again over the weekend of 5th – 6th August, with some damage to the kiosk window and attempted access into the change rooms. The removal of the construction fencing will provide much better oversight and security whilst staff prepare for the reopening of the Pool in October.

A request was sent to the Minister for Education to fund the operations of the Pool, however to date no response has been received.

The Mayor and General Manager, met with the Minister Crown Lands, the Hon Stephen Kamper MP in early August regarding Council's request to apply funds received from the compulsory acquisition of the Bungendore Swimming Pool (being Crown land) towards the construction of the replacement pool on Council owned Community land. The Minister was supportive of this proposal and will work with the Department of Planning – Crown Lands to prepare a Crown land management rule under section 3.15 of the Crown Land Management Act (2016). Formal notification of this advice is attached for information.

As Council are aware, the next conciliation hearing for the compulsory acquisition compensation claim matter is scheduled for 31 August.

Attachments

Attachment 1	Response to QPRC regarding Bungendore Swimming Pool (<i>Under Separate Cover</i>)
--------------	---



11.1 Local Traffic Committee Meeting - 1 August 2023 (Author: Hansen/Harris)

File Reference: 31.4.1

Recommendation

That Council:

1. Note the minutes of Local Traffic Committee held on 1 August 2023.
2. Adopt recommendations LTC 18/2023, LTC 20/2023, LTC 21/2023 and LTC 24/2023 to LTC 31/2023 from the meeting held on 1 August 2023:

LTC 18/2023:	Proposed Solution: Event supported. Under roads Act 1993 approve the temporary traffic control plan for the Queanbeyan Swap Meet.
LTC 20/2023:	Proposed Solution: Legacy Torch Relay Event not supported in current form.
LTC 21/2023:	Proposed Solution: Event supported. Under Roads Act 1993 approve the traffic control plan for Capital to Coast event.
LTC 24/2023:	Proposed Solution: Event Supported. Under Roads Act 1993 approve the amended traffic control plan as per minutes for the Diwali Festival of Lights.
LTC 25/2023:	Proposed Solution: Event supported. Under Roads Act 1993 approve the amended temporary traffic control measures as per minutes for Husky Ultra Festival.
LTC 26/2023:	Proposed Solution: Event not supported in current form. Recommend changing event date and resubmit at next LTC meeting.
LTC 27/2023:	Proposed Solution: Event supported provided ROL is submitted. Under the Roads Act 1993 approve the temporary traffic control plans for the Shannon's German Autofest.
LTC 28/2023:	Proposed Solution: Remove 2 x 'Cars with Caravan Only' parking signs on Waniassa Street, Queanbeyan.
LTC 29/2023:	Proposed Solution: Under Roads Act 1993 approve proposed Traffic Control Devices Plan for Googong Neighbourhood 3.
LTC 30/2023:	Proposed Solution: Approve the design plan for Jerrabomberra Pedestrian Upgrade Works for new shared pathways and wombat crossing. Recommend modifying current streetlighting.
LTC 31/2023:	Proposed Solution: Approve the Traffic Control Devices Plan for Stage 1 Woodfield Hills Subdivision and proposed bus stop provided the speed zones are removed and the 'No Through Road' sign is added to the Plan.
3. Note the attachment of Local Traffic Committee correspondence on 2 August 2023.

11.1 Local Traffic Committee Meeting - 1 August 2023 (Author: Hansen/Harris)
(Continued)

Summary

The Local Traffic Committee (LTC) has submitted the minutes and recommendations of its meeting held on 1 August 2023 for Council's information and consideration.

LTC 20/2023, the Legacy Torch Relay which came to Queanbeyan on Wednesday 9 August 2023 was not supported by the committee as the organisers of Perfect Events had not met the requirements and made the adjustments suggested before the event.

Police Inspector Price and Council's Performing Arts and Culture Coordinator met with the organisers on 2 August 2023, and explained requirements the major concern raised by the police and transport NSW representatives is that the relay is long from the King's highway to Legacy Village.



Perfect Events worked Council to find a safer and alternate route, which all parties were comfortable with and approved by the LTC and Council out of session.

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.

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 - 1 August 2023 (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | Local Traffic Committee correspondence - 2 August 2023 (<i>Under Separate Cover</i>) |
|  | |

11.2 Local Development Committee Meeting - 1 August 2023 (Ref: ; Author: Ryan/Harris)

File Reference: 31.4.1

Recommendation

That Council note the minutes and recommendations of Local Development Committee meeting held on 1 August 2023.

LDC 7/2023: Construction of retail premises – 198 Wallace Street, Braidwood.

Proposed Solution: Not supported in current form. Reconsider sweep path, onsite parking, and disabled parking.

LDC8/2023: Traffic and Parking Impacts due to additions to the existing heritage listed retail premises – 124-126 Wallace Street Braidwood.


Proposed Solution: Supported.

Summary

The Local Development Committee has submitted the minutes and recommendations of its meeting held on 1 August 2023 for Council's information and noting.

The Local Development Committee is held in conjunction with Local Traffic Committee 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. However as an Advisory Committee, recommendations are presented to Council for noting only, and comments are provided back to the Development Assessment team.

Attachments

Attachment 1  Local Development Committee Meeting Minutes - 1 August 2023 (*Under Separate Cover*)

12.1 LGNSW Motion for 2023 Conference - Amendments to BASIX (Ref: ; Author: Ryan/Ryan)

File Reference: 23 August 2023 motions

Notice

Councillor Katrina Willis will move the following motion:

Motion

That Council submit the following motion to the NSW Local Government 2023 Annual Conference:

That LGNSW calls on the NSW State Government to update the Building Sustainability Index (BASIX) to remove installation of gas in new dwellings and renovations, to support a rapid transition away from fossil fuels and towards electrification powered by renewable energy.

Comment from Cr Willis in support of this Notice of Motion

The Building Sustainability Index (BASIX) State Environmental Planning Policy (SEPP) currently permits installation of gas as an option for new dwellings and renovations that trigger the BASIX provisions. This provision is an obstacle to a rapid transition away from fossil fuels to full electrification of energy and hot water use in dwellings.

Full electrification drawing on renewable energy is needed to support achievement of net zero emissions in the fastest possible time to keep global warming within relatively safe levels as reflected in the 2015 Paris Agreement.

Staff Comment

Motions are to be submitted online as early as possible before 15 September 2023, to allow assessment of the motions and distribution of the Business Paper before the Conference and in accordance with the LGNSW 2023 Annual Conference Motion Submission Guide <https://lgnswconference.org.au/>

This motion supports current LGNSW Policy Platform 10. Climate Change specifically,

10.6 State Environmental Planning Policies that achieve improvements in liveability and sustainability of housing to:

b. Apply (or enable councils to apply) higher Building Sustainability Index (BASIX) targets and include other sustainability outcomes to improve housing stock resilience.

10.7 Support for investment and market confidence in renewable energy projects in metropolitan and regional areas to transition to net zero emissions by 2050.

10.8 A roadmap to transition away from natural gas

https://lgnsw.org.au/Public/Policy/Policy_Platform.aspx

Attachments

Nil

NOTICE OF MOTIONS

12.2 LGNSW Motion for 2023 Conference - Amendments to Companion Animals Act (Ref: ; Author: Richards/Richards)

File Reference: 23 August 2023 reports

Notice

Councillor Katrina Willis will move the following motion:

Motion

That Council submit the following motion to the NSW Local Government 2023 Annual Conference:

That LGNSW calls on the NSW State Government to introduce to Parliament amendments to the Companion Animals Act (1998) to enact Cat Containment regulations across New South Wales to better respond to the local risk levels, nuisance and noise issues, cat welfare and impacts on native fauna.

Comment from Cr Willis in support of this Notice of Motion

The impact of roaming cats on native fauna and cat welfare in Australia has been well documented. However, NSW local councils have limited powers to control roaming cats. Amending the Companion Animals Act (1998) would support councils to take more effective action on this matter.

This motion is consistent with LGNSW policy platform which states:

13.6 - Amendments to legislation to enable councils to more effectively manage the nuisance effects of cats on residents and wildlife, including streamlining the process of animal registration, limiting the roaming of cats beyond their owner's property, and enabling a trap-neuter-return program.

Staff Comment

Motions are to be submitted online as early as possible before 15 September 2023, to allow assessment of the motions and distribution of the Business Paper before the Conference and in accordance with line with the LGNSW 2023 Annual Conference Motion Submission Guide <https://lgnswconference.org.au/>

Attachments

Nil

File reference: 52.3.1

Recommendation

That the report be received for information.

Summary

The following Delegate Report has been submitted by Cr Katrina Willis.

National General Assembly 2023

Cr Willis, National Government Assembly 2023, Canberra, 13-16 June 2023

The National General Assembly (NGA) of Local Government was held from 13-16 June 2023 in Canberra. It incorporated the Regional Cooperation and Development Forum (regional forum).

More than 1,100 Mayors and Councillors attended the NGA which carried the theme 'Our communities, our future'.

The National Council of Local Government (ACLG) also met on 16 June.

I attended the Regional Forum as a delegate for QPRC on 13 June and as an observer to the NGA on 15 – 16 June. The Mayor, Cr Winchester and General Manager attended the Regional Forum, and NGA. The Mayor attended the Australian Council of Local Government Forum.

This was my first opportunity to attend the NGA and I found it extremely rewarding for deepening my understanding of the myriad challenges that local governments across Australia are facing and of responses to these issues. Some challenges are common across local governments while others arise from the particular characteristics of certain regions.

The Minister for Local Government and Member for Eden-Monaro, the Hon. Kristy McBain, MP addressed the regional forum. Drawing on her experience as former Mayor of Bega during the 2019-20 bushfires, she said it was vital that Australia develop a more coordinated approach to recovery from natural disasters as well as invest necessary funding to help communities be better prepared for future disasters.

Asked about Constitutional recognition for Local Government, the Minister said it was not currently on the Australian Government's agenda.

The proposed Indigenous Voice to Parliament and Closing the Gap on Indigenous disadvantage as measured by key indicators were addressed by a number of speakers including QPRC Deputy Mayor, Esma Livermore who joined a panel discussion on the Indigenous Voice to Parliament.

Common themes that emerged across local government areas included:

- The impact of high growth rates on councils' ability to provide infrastructure and services
- Insufficient affordable housing
- Cost of road repair and maintenance

13.1 Delegates' Report (Ref: ; Author: Ryan/Ryan) (Continued)

- Shortages of key personnel and skills – 44% of LGAs had no planners at the 2021 Census –and adopting new approaches to address these shortages.
- Financial sustainability of local government. This topic was the subject of numerous motions adopted by the NGA calling on the Australian Government to restore local government Financial Assistance Grants to a level equal to at least 1 percent of Commonwealth taxation revenue in addition to other measures to improve local government's financial sustainability.
- The impact of disasters, recovery and how to better prepare. The Resilient Building Council presented on a free online self-assessment tool it is developing to measure the resilience of buildings to climate change impacts. The presenter noted the significant overlap between upgrading buildings for disaster resilience, improved energy efficiency and electrification, providing multiple benefits from upgrading a building once to achieve all these objectives.
- The impact of climate change including an observation that there is no nationally consistent natural disaster mapping and that the next large piece of planning work on disasters will be planning for retreat.

Of particular interest was a Shoalhaven City Council project, Fortis House, developed in response to the 2019-20 Black Summer bushfires in which the LGA lost 1,000 buildings, 312 of them homes. The project involved developing designs for manufactured housing capable of withstanding bushfire, floods, and cyclones. Four housing designs are available free of charge. The dwellings can be manufactured off-site and transported for assembly. Funding is now being sought to build one of each type of dwelling. This project has the potential to contribute to increasing affordable housing, something Shoalhaven City Council is considering.

The conference program and motions adopted by the assembly can be found at <https://alga.com.au/events/national-general-assembly-2023/>

The Communique is reproduced below for ease of reference.

Communique

National General Assembly 2023

Over 1,100 local government leaders from across Australia gathered in Canberra from 13 – 15 June for the 29th National General Assembly of Local Government (NGA) to share innovations to support the public good and to speak to the Federal Government with one voice.

We acknowledged the Ngunnawal people as traditional custodians of the ACT and recognised any other people or families with connection to the lands of the ACT and region. The Assembly paid its respects to their elders past, present, and emerging, and acknowledged the vital and ongoing contributions First Nations peoples continue to make to our nation.

Opening the NGA, the Governor-General, His Excellency General the Honourable David Hurley thanked and acknowledged local governments for their dedication and work for local communities especially responding to natural disasters. His words, noting councils were the level of government that looked communities in the eye, resonated with delegates.

Delegates reaffirmed their commitment to work in partnership with the Federal Government for the public good, while at the same time addressing the local and regional challenges faced by communities across the nation.

We welcomed and thanked the many federal members of parliament who attended and spoke at the NGA or associated events, including the Hon Catherine King, the Hon Kristy McBain, the Hon Peter Dutton and the Hon Darren Chester.

13.1 Delegates' Report (Ref: ; Author: Ryan/Ryan) (Continued)

Councils also welcomed His Excellency, Vasyl Myroshnychenko, Ukraine Ambassador, who provided an update on the Ukrainian people's progress to protect their national sovereignty; and welcomed and encouraged sister city arrangements between Australian and Ukrainian regions.

In response to ALGA's advocacy, councils thanked the Federal Government for its reestablishment of the Australian Council of Local Government (ACLG) which will be held on Friday 16 June 2023. The ACLG was first established in 2008 as a physical and symbolic acknowledgment of the respect and mutual interest of both levels of government and need to work together.

This year's Assembly program included consideration of 260 notices of motions submitted by councils. These motions identify opportunities where a strong partnership between the Federal Government and local government can progress our mutual policy interests, and the ALGA Board will now consider these in forming its policy positions and federal advocacy.

These motions included solutions to address the financial sustainability of councils, climate change adaptation and renewable energy, improved transport and communications, improved natural disaster preparedness and management, Closing the Gap and the Voice, enhancing the circular economy and improving housing and homelessness outcomes through partnerships.

On behalf of Australia's 537 local governments, the Australian Local Government Association (ALGA) will continue to work with the Federal Government to deliver better outcomes for all Australian communities.

Attachments

Nil

15 NOTICE OF INTENTION TO DEAL WITH MATTERS IN CLOSED SESSION

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

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

Recommendation

That pursuant to Section 10A of the *Local Government Act, 1993* the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

Item 16.1 Land Acquisition

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

Item 16.2 Legal Matters Update 1 January - 30 June 2023

Item 16.2 is confidential in accordance with s10(A) (a) (di) (g) of the Local Government Act 1993 because it contains personnel matters concerning particular individuals (other than councillors); AND commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.