



Ordinary Meeting of Council

AGENDA

27 September 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Confidential - Not for Publication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 RFT 2022-37 - Design and Construction of Mulloon RFS Station
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.
- 16.2 QCCP Lease Agreements
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.
- 16.3 QPRC v Minister for Education and Early Learning Matter
Item 16.4 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains 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

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LIST OF ATTACHMENTS

Open Attachments

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- Item 9.5 WB Freebody Sculpture
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- Item 9.10 Investment Report - August 2023
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- Item 9.11 Water Wise and Recycled Water Supply Policy Review
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- Item 9.12 Public Interest Disclosures Policy
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- Item 9.13 Rescinding Council's Unsolicited Proposals Guide
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- Item 10.3 Gas Appliances Council Buildings Audit
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- Item 10.6 Ellerton Drive Extension Loan Fact Sheet
Attachment 1 Ellerton Drive Extension Loan: Fact Sheet (Under Separate Cover)
- Item 10.7 Bi-Annual Review of Councillor Expenses
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- Item 11.1 QPRC Heritage Advisory Committee Minutes of 24 August 2023
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- Item 11.2 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes - 22 May 2023 and 21 August 2023
Attachment 1 Bungendore Town Centre and Environs Committee Meeting Minutes - 22 May 2023 (Under Separate Cover)
Attachment 2 Bungendore Town Centre and Environs Committee Meeting minutes - 21 August 2023 (Under Separate Cover)

Closed Attachments

- Item 16.1 RFT 2022-37 - Design and Construction of Mulloon RFS Station
Attachment 1 RFT 2022-37 Mulloon RFS Station - Tender evaluation report (Under Separate Cover)
- Item 16.2 QCCP Lease Agreements
Attachment 1 PDNSW Letter to Council (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, 13 September 2023 commencing at 5.30pm.

ATTENDANCE

Councillors: Cr Winchester (Chairperson)

Cr Biscotti

Cr Grundy

Cr Livermore

Cr Macdonald

Cr Taskovski

Cr Webster

Cr Willis

Cr Wilson

Staff:

R Ryan, General Manager

P Hansen, Director Infrastructure Services

J Richards, Director Community, Arts and Recreation

R Ormella, Director Development and Environment

R Tozer, A/Director Corporate Services

K Monaghan, Director Corporate Services (from 6.46pm) – via Zoom

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

349/23

RESOLVED (Winchester/Macdonald)

That:

1. The apologies for non-attendance from Crs John Preston and Louise Burton be received and that leave of absence be granted.
2. Council approve the leave of absence application submitted by Councillor Mareeta Grundy for the 11 October 2023 Council Meeting.

The resolution was carried unanimously.

3.1 Application for Leave of Absence

This item was dealt with in earlier business.

4. CONFIRMATION OF MINUTES**4.1 Minutes of the Ordinary Meeting of Council held on 23 August 2023**

350/23

RESOLVED (Winchester/Taskovski)

That the Minutes of the Ordinary Meeting of Council held in the Queanbeyan Council Chambers on Wednesday 23 August 2023 be confirmed.

The resolution was carried unanimously.

5. DISCLOSURES OF INTERESTS

351/23

RESOLVED (Winchester/Biscotti)

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 Biscotti declared a less than significant, non-pecuniary interest in Item 12.2: Support of the Voice to Parliament, stating that participating in the debate may be perceived to be in contrary to his employer's Code of Conduct and directive to its employees. He proposed to leave the Chambers when the matter is considered.

6. ADJOURNMENT FOR PUBLIC FORUM

At this stage of the proceedings, the time being 5.34pm, Cr Winchester advised that the meeting should now adjourn for the Public Forum.

352/23

RESOLVED (Winchester/Wilson)

That the meeting be adjourned to conduct the Public Forum.

The resolution was carried unanimously.

ADJOURNMENT: The meeting adjourned for the Public Forum at 5.34pm and resumed at 5.57pm.

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 Scoping Proposal - Relocate Arterial Road Corridor Dunns Creek Road Queanbeyan Palerang LEP 2022

353/23

RESOLVED (Willis/Webster)

That Council support in principle the relocation of the current reserve for the Dunns Creek Road Alignment, subject to the establishment of a final alignment for Dunns Creek Road and completion of current studies.

The resolution was carried.

For: Crs Biscotti, Livermore, Macdonald, Taskovski, Webster, Willis, Wilson and Winchester
Against: Cr Grundy

9.2 Amended Scoping Proposal Complying Development C4 Environmental Living Zone Bywong/Wamboin

354/23

RESOLVED (Grundy/Biscotti)

That this item be deferred until a community workshop involving Councillors can be conducted where the community has an input into the scoping proposal to be forged.

The resolution was carried.

For: Crs Biscotti, Grundy, Livermore, Macdonald, Taskovski, Webster, Wilson and Winchester
Against: Cr Willis

9.3 Cooma Road Water Mains Upgrades REF Consultation

355/23

RESOLVED (Taskovski/Willis)

That Council place on public exhibition the draft Cooma Road Water Mains Upgrade Review of Environmental Factors for 28 days and receive a future report detailing the comments received.

The resolution was carried unanimously.

9.4 Determination of Councillor Numbers for the 2028 Term of Office

356/23

RESOLVED (Wilson/Biscotti)

That:

1. Council determine the number of Councillors at Queanbeyan-Palerang Regional Council for the following term of office.
2. If the number is to be changed, notify the NSW Electoral Commission that a constitutional referendum will be conducted in conjunction with the Local Government elections in September 2024.

The resolution was carried unanimously.

MOVED (Wilson/Taskovski)

That the number of Councillors at Queanbeyan-Palerang Regional Council for the following term of office remain at 11.

AMENDMENT (Willis)

That the number of Councillors at Queanbeyan-Palerang Regional Council for the following term of office be 13.

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

The motion (of Crs Wilson and Taskovski) was PUT.

357/23

RESOLVED (Wilson/Taskovski)

That the number of Councillors at Queanbeyan-Palerang Regional Council for the following term of office remain at 11.

The resolution was carried.

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

Against: Cr Willis

10. REPORTS TO COUNCIL - ITEMS FOR INFORMATION**10.1 Braidwood and its Setting State Heritage Listing - 15 Year Management Review**

358/23

RESOLVED (Willis/Livermore)

That the report be received for information.

The resolution was carried unanimously.

10.2 QPRC Green Cleaning Policy

359/23

RESOLVED (Willis/Wilson)

That the report be received for information.

The resolution was carried unanimously.

- 360/23 **10.3 Capital Projects Status**
RESOLVED (Biscotti/Wilson)
That the report be received for information.

The resolution was carried unanimously.
- 361/23 **10.4 Bungendore Floodplain Risk Management Study and Plan - Progress Update**
RESOLVED (Webster/Wilson)
That the report be received for information.

The resolution was carried unanimously.
- 362/23 **10.5 Braidwood Water Supply - Water Security Assessment and Drought Contingency Plan**
RESOLVED (Willis/Wilson)
That the report be received for information.

The resolution was carried unanimously.
- 363/23 **10.6 Tool Library**
RESOLVED (Winchester/Livermore)
That the report be received for information.

The resolution was carried.

For: Crs Biscotti, Grundy, Livermore, Macdonald, Taskovski,
 Webster, Wilson and Winchester
Against: Cr Willis
- 364/23 **10.7 PCYC Operations**
RESOLVED (Winchester/Biscotti)
That the report be received for information.

The resolution was carried unanimously.
- 365/23 **10.8 2023/2024 Bungendore Pool Season**
RESOLVED (Wilson/Biscotti)
That the report be received for information.

The resolution was carried unanimously.

- 366/23 **10.9 Delivery Program update - July 2022 to June 2023**
RESOLVED (Willis/Biscotti)

That the report be received for information.

The resolution was carried unanimously.

- 367/23 **10.10 172 Foxlow Street Captains Flat**
RESOLVED (Willis/Winchester)

That the report be received for information.

The resolution was carried unanimously.

- 368/23 **10.11 Sale of Land Red Hill Road Majors Creek**
RESOLVED (Biscotti/Wilson)

That the report be received for information.

The resolution was carried unanimously.

- 369/23 **10.12 Councillor Workshops**
RESOLVED (Wilson/Webster)

That the report be received for information.

The resolution was carried unanimously.

11. REPORTS OF COMMITTEES

- 370/23 **11.1 QPRC Environment and Sustainability Advisory Committee
Minutes 14 August 2023**
RESOLVED (Willis/Wilson)

That Council note the minutes of the Environment and Sustainability Advisory Committee held on 14 August 2023.

The resolution was carried unanimously.

- 371/23 **11.2 Minutes of the QPRC Sports Council Meeting**
RESOLVED (Biscotti/Wilson)

That Council note the draft minutes of the QPRC Sports Council held on 7 August 2023.

The resolution was carried unanimously.

12. NOTICES OF MOTIONS**12.1 Temporary Fencing on Majara Street, Bungendore**

372/23

RESOLVED (Winchester/Webster)

That Council write to Steve Whan MP, Member for Monaro; and the Hon Prue Car, Deputy Premier and Minister for Education and Early Learning, requesting that the temporary fencing on Majara Street, Bungendore, be removed until actual construction commences on the proposed Bungendore High School.

The resolution was carried.

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

Against: Crs Biscotti, Grundy and Macdonald

Having declared an interest in the following item, Cr Biscotti left the Chambers at 7.23pm.

12.2 Support for the Voice to Parliament

373/23

RESOLVED (Wilson/Livermore)

That Council:

1. States its support for the proposed change to the Constitution supporting a 'yes' vote in the upcoming referendum.
2. Encourages members of the community to seek more information by providing Australian Government resources, e.g. on the QPRC website, on social media, making printed material available in Council venues and, time permitting, provide information in the QPRC newsletter.

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

Against: Crs Grundy and Webster

Cr Biscotti returned to the Chambers at 7.39pm.

ADJOURNMENT:

The meeting adjourned at 7.39pm and resumed at 7.46pm.

12.3 Tallaganda State Forest Logging

374/23

RESOLVED (Willis/Webster)

That Council:

1. Note the following:
 - a. The New South Wales Environment Protection Authority issued an order to the NSW Forestry Corporation on 30 August 2023 to cease logging in parts of Tallaganda State Forest, located in QPRC Local Government Area following complaints and discovery of a dead Southern Greater Glider in the vicinity of logging operations.
 - b. The Southern Greater Glider is listed as endangered under the federal Environment Protection and Biodiversity Conservation Act 1999 and the NSW Threatened Species Conservation Act 1995 as a result of significant habitat loss.
2. Seek clarification from the Environment Protection Agency on the incident and their actions in relation to ongoing forestry operations in Tallaganda State Forest.
3. Request the NSW Minister for the Environment, the Hon Penny Sharpe MLC order an independent scientific survey of Tallaganda State Forest to ascertain the current state of the local greater glider population and the actions needed to prevent the species from going extinct in this location.

The resolution was carried.

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

Against: Cr Grundy

13. REPORTS TO COUNCIL - DELEGATES REPORTS

There were no Delegates' reports.

14. QUESTIONS WITH NOTICE

There were no Questions with Notice.

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

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

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

There were no presentations.

16. REPORTS FOR CLOSED SESSION

375/23

RESOLVED (Winchester/Grundy)

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 QCCP Lease Agreements

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

Item 16.2 Land Sales and Acquisition Register Update

Item 16.2 is confidential in accordance with s10(A) (c) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Item 16.3 QPRC v Minister for Education and Early Learning Matter

Item 16.3 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains 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.

The resolution was carried unanimously.

The meeting then moved into Closed Session at 7.49pm to discuss the matters listed above.

16.1 QCCP Lease Agreements

376/23

RESOLVED (Biscotti/Winchester)

That Council:

1. Note the progress of leases for Levels 4 and 5 and the Ground Floor Café Area.
2. Endorse the commencement of negotiations with Enterprise Plus to lease the Ground Floor Office Area.

The resolution was carried.

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

Against: Cr Grundy

16.2 Land Sales and Acquisition Register Update

377/23

RESOLVED (Biscotti/Willis)

That the report be received for information.

The resolution was carried unanimously.

16.3 QPRC v Minister for Education and Early Learning Matter

378/23

RESOLVED (Biscotti/Wilson)

That the report be received for information.

The resolution was carried unanimously.

379/23

RESOLVED (Winchester/Biscotti)

That the meeting now return to Open Session.

The resolution was carried unanimously.

The meeting returned to Open Session at 8.26pm.

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 8.27pm, the Mayor announced that the Agenda for the meeting had now been completed.

**CR KENRICK WINCHESTER
MAYOR
CHAIRPERSON**

ITEM 5 DECLARATION OF CONFLICTS/PECUNIARY INTERESTS

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

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

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

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

Recommendation

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

File Reference: 52.7.1

Recommendation

That Council elect a Mayor to serve between September 2023 until the Local Government Elections in September 2024; and if more than one Councillor is nominated, the election will proceed by open voting.

Summary

The Mayor of Queanbeyan-Palerang Regional Council is elected by the Councillors.

Mayors elected by Councillors normally hold their office for two years (unless a casual vacancy occurs). Because of the postponement of the last ordinary Council elections to 4 December 2021, Mayors elected by Councillors during this term will have a shorter term than the usual two years.

Councils that elect their mayors are required under the Act to hold mid-term mayoral elections in the month of September. This means that the mid-term mayoral elections will need to be held in September 2023.

The term of office of mayors elected in September 2023 will automatically expire on 14 September 2024, when their term as a councillor expires.

Council can choose the method of ballot for the election of the Mayor; the options being open voting, ordinary ballot or preferential ballot.

Background

Section 230 of the Local Government Act 1993 provides that a Mayor elected by the Councillors holds that office for a period of two years.

Councils that elect their mayors are required under section 290(1)(b) of the Local Government Act 1993 (the Act) to hold mid-term mayoral elections in September 2023.

Mayors elected in September 2023 will hold their office until Council elections are held on 14 September 2024.

Report

The process for conducting the election of the Mayor by Councillors is outlined in Schedule 7: Election of Mayor by Councillors (Parts 1-4) of the Local Government (General Regulation) 2021.

- The General Manager or their delegate is the Returning Officer for the election.
- A Councillor may be nominated without notice and that such nomination is to be made in writing by two or more Councillors. The nomination is not valid unless the nominee has shown consent to the nomination in writing.
- The Returning Officer is to announce the names of the nominees at the Council Meeting at which the election is held.

9.1 Election of Mayor (Ref: ; Author: Ryan/Flint) (Continued)

- If only one Councillor is nominated, that Councillor is declared elected.
- If more than one Councillor is nominated, the Council is to resolve whether the election is to be by open voting, ordinary ballot or preferential ballot.

It is recommended that this election be run by be open voting; which means by a show of hands.

- If there are only two candidates, the candidate with the higher number of votes is elected. However, if there are only two candidates and they are tied, the election is chosen by lot.
- If there are three or more candidates, the one with the lowest number of votes is to be excluded and a further vote is taken of these candidates and the one with the lowest number of votes from that further vote is excluded. The above procedure is to be repeated until two candidates remain. If two or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.
- To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper, the slips are folded, mixed and one is drawn at random by the Returning Officer. The candidate whose name is on the slip drawn from the lot is chosen.

Risk/Policy/Legislation Considerations

The election of the Mayor of QPRC is being conducted in accordance with the NSW Local Government Act 1993 and the NSW Local Government (General) Regulation 2021, specifically Schedule 7.

The attached Office of Local Government (OLG) fact sheet provides guidance on how Councils are to conduct elections for the Mayor.

Financial, Budget and Resource Implications

The Mayor and Councillor Remuneration has previously been set at the 24 May 2023 Council Meeting. This is currently in effect and the outcome of this election offers no additional budgetary implications.

Links to QPRC/Regional Strategic Plans

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

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

5.2 Council is an open, accessible and responsive organisation.

Conclusion

Council is required to fill the position of Mayor for the remaining 12-month period of the existing Council term, and to choose the method of ballot for the election.

Attachments

Attachment 1 OLG Fact Sheet Mayoral Election (*Under Separate Cover*)



File Reference: 52.7.1

Recommendation

That Council elect a Deputy Mayor to serve between September 2023 until the Local Government Elections in September 2024; and if more than one Councillor is nominated, the election will proceed by open voting.

Summary

Section 231 of the Local Government Act 1993 provides that a Deputy Mayor may be elected by Councillors and hold the office for the Mayoral term or a shorter term.

At the 12 January 2022 Extraordinary Council Meeting, Council determined that the Deputy Mayor would be elected every September for the next 12 month term (**Resolution No 003/22**).

Council needs to elect the Deputy Mayor to serve office until the completion of the current Council term in September 2024.

Background

The Deputy Mayor of a council is the person who may be elected to the office by Councillors from among their number. A Deputy Mayor elected by Councillors may hold that office for the mayoral term (two years) or for a shorter term and commences the day the person elected to office is declared to be so elected.

At the 12 January 2022 meeting, Council determined the term of office for the Deputy Mayor will be 12 months. On 28 September 2022, Council re-elected the existing Deputy Mayor.

Report

The process for conducting the election of the Deputy Mayor by Councillors is outlined in Schedule 7: Election of Mayor by Councillors (Parts 1-4) of the Local Government (General Regulation) 2021.

- The General Manager or their delegate is the Returning Officer for the election.
- A Councillor may be nominated without notice and that such nomination is to be made in writing by two or more Councillors. The nomination is not valid unless the nominee has shown consent to the nomination in writing.
- The Returning Officer is to announce the names of the nominees at the Council Meeting at which the election is held.
- If only one Councillor is nominated, that Councillor is declared elected.
- If more than one Councillor is nominated, the Council is to resolve whether the election is to be by open voting, ordinary ballot or preferential ballot.

At the 12 January 2022 meeting, Council determined that this will be open voting; which means by a show of hands.

9.2 Election of Deputy Mayor (Ref: ; Author: Ryan/Flint) (Continued)

- If there are only two candidates, the candidate with the higher number of votes is elected. However, if there are only two candidates and they are tied, the election is chosen by lot.
- If there are three or more candidates, the one with the lowest number of votes is to be excluded and a further vote is taken of these candidates and the one with the lowest number of votes from that further vote is excluded. The above procedure is to be repeated until two candidates remain. If two or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.
- To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper, the slips are folded, mixed and one is drawn at random by the Returning Officer. The candidate whose name is on the slip drawn from the lot is chosen.

Risk/Policy/Legislation Considerations

The election of the Deputy Mayor of QPRC is being conducted in accordance with the NSW Local Government Act 1993 and the NSW Local Government (General) Regulation 2005.

Financial, Budget and Resource Implications

The Councillor Remuneration has previously been set at the 24 May 2023 Council Meeting. An allocation of 10% of the Mayoral Allowance was resolved to be provided to the Deputy Mayor. This is currently in effect and offers no additional budgetary implications.

Links to QPRC/Regional Strategic Plans

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

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

5.2 Council is an open, accessible and responsive organisation.

Conclusion

Council is required to fill the position of Deputy Mayor for the remaining 12 month period of the existing Council term, and to choose the method of ballot for the election. As per the past two elections for Deputy Mayor and past Council resolutions, the recommendation includes the method of ballot being open voting, which is a show of hands.

Attachments

Nil

File Reference: 52.7.1

Recommendation

That Council confirm the following:

1. **Ordinary Council meetings are to be held on the second and fourth Wednesday of each month, except for December and January, as per Council's Code of Meeting Practice (2022).**
 2. **An Ordinary Council meeting will be held on the second Wednesday of December 2023 and the third Wednesday of January 2024.**
 3. **Pre-meeting briefing schedules to be held at 4.30pm on the Tuesday prior to a Council Meeting.**
 4. **Note the 12 month trial for some Council Meetings to be held in the locations being Council Chambers Queanbeyan and Braidwood Library.**
-

Summary

Council has an opportunity to review the schedule for its Ordinary meetings and workshops. In doing so, Council should ensure that the safety and wellbeing of Councillors and staff are addressed in terms of the duration of the meetings and adjournments for meal breaks.

Report

Council is required to meet formally at least ten times per annum, each time in a different month as per section 365 of the Local Government Act 1993. Extraordinary meetings may be held at any time, subject to the appropriate statutory notice being given.

Council may choose to retain its existing schedule or set a different schedule. It is recommended that Council retain its existing schedule, as resolved at its meeting on 12 January 2022, with the exception of December and January and noting a new alternate location for Council Meetings being the Braidwood Library.

Clause 3.1 of the Code of Meeting Practice, states that Ordinary meetings of Council will be held on the second and fourth Wednesday of each month, except for January and December.

Given the Christmas and New Year holiday season, it is proposed that there be one meeting held in December and January only. The December meeting be held on the second Wednesday, and the January meeting held on the third Wednesday.

In 2022, the December meeting was held on the third Wednesday. A combination of the additional week in November and number of items, this paper became a very large agenda. Staff will be reminded to time their reports seeking Council decisions to be presented to the November meetings and if not urgent, held over until the January meeting, when typically this has been a very small agenda.

This meeting schedule is then set out in the Meeting Calendar on QPRC's website.

Council received an information report on the 23 August, which itemised the cost of a travelling meeting kit that enables full online participation in meetings held at other locations around the local government area.

9.3 Council Meeting Schedule 2024 (Author: Ryan/Flint) (Continued)

In terms of where these meetings are held, it is proposed that Council trial for the next 12 month period the conducting of meetings in Braidwood. It is proposed that these be held on 22 November 2023, 28 February 2024 and 28 August 2024 at the Braidwood Library. This avoids the middle of winter with the additional risks of higher numbers of people driving at night between Braidwood and Queanbeyan.

We are modifying library shelves at the Braidwood Library that will enable them to be easily shifted to the rear or on each side of the room. We have fold out tables on wheels that can be set up for the Council meeting tables. It is a good space for acoustics, heating and cooling, parking and accessibility. A 12 month trial will provide an opportunity for the community to meet Councillors more regularly and attend Council meetings in person, whilst the meetings continue to be webcast live as per Local Government Regulations. At the end of the trial, Council can make an assessment of the viability and community participation, noting the additional travelling and meal costs.

Risk/Policy/Legislation Considerations

The NSW Local Government Act 1993 and the Code of Meeting Practice inform the setting of the schedule, time limits, live webcasting, public forums, recording onto Council's website, Councillor briefings and remote attendance by public forum participants and Councillors at meetings.

Financial, Budget and Resource Implications

Council's budget for each ordinary Council meeting is \$1,100 per meeting and covers the cost of the live streaming software and Council meals. Staff and Councillors have chosen to pay for their own means to date and the meals budget has been saved each year this term.

The additional cost for the set up of new meeting locations in Braidwood includes the one-off cost for portable meeting equipment, as well as additional costs for meeting setup in Braidwood.

The one-off cost for the travelling meeting kit is \$13,500. It is estimated that the full budget can be transferred from other savings made by Councillors from operational costs including travel, meals and other expenses.

The additional per meeting costs for setup of meeting furniture and equipment in Braidwood are estimated at \$650 in staff time.

Links to QPRC/Regional Strategic Plans

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

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

5.2 Council is an open, accessible and responsive organisation.

Conclusion

Council is asked to reaffirm its schedule for Ordinary Council meetings and briefings.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.4 Exhibition of Memorial Garden Preliminary Concept Design (Ref: ; Author: Richards/Geyer)

File Reference: 36.1.3-69 Cemetery Development and Management Strategic Plan

Recommendation

That Council place the Memorial Garden Preliminary Concept Design and associated documents on public exhibition for 28 days.

Summary

Cemeteries are considered critical infrastructure for both health and social reasons. The need for a new cemetery, in this case a Memorial Garden, to service the Queanbeyan, Jerrabomberra, Googong and surrounding communities is increasingly urgent with Lanyon Drive Cemetery in Queanbeyan, rapidly approaching capacity.

Cemeteries with at least 5,000 new interment sites are now assessed as state significant developments given their importance as social infrastructure. As part of the state significant development application (SSDA) process for the proposed Memorial Garden at the corner of Burra Road and Old Cooma Road, a preliminary concept design has been developed.

This concept design has responded to feedback from previous consultations and must go through further consultation as part of the SSDA process.

Background

In 2009 Council began the process of finding a new Memorial Garden site to serve the Queanbeyan community as the Lanyon Drive Cemetery neared capacity. In 2015 a preferred search area was confirmed by Council and staff started a detailed search. In 2017, the site on Old Cooma Road was purchased. The site was chosen due to its location (< 15km from Queanbeyan) and its physical characteristics.

In 2018 community consultation began for the project, including a telephone interview and face-to-face workshop to develop a social impact assessment.

The Planning Proposal to allow for the Memorial Garden to be a permissible use on the land was on public exhibition in August-October 2020 and this included a community meeting held on 15 September 2020. The community meeting allowed Council to update the community with background and context information, provided time for questions to be asked and answered, and for community members to share their views and concerns. A community listening report was produced following this meeting along with extensive Q&As. Feedback provided during the public exhibition of the planning proposal has been considered and responded to in the latest revision of the concept design.

The initial planning proposal and rezoning of the site has been completed and the project is now progressing through the SSDA process, in accordance with the Planning Secretary's Environmental Assessment Requirements (SEARs) for cemeteries.

9.4 Exhibition of Memorial Garden Preliminary Concept Design (Ref: ; Author: Richards/Geyer) (Continued)

Report

A series of reports, assessments and statements will be required to be completed as part of the SSDA. These include an Environmental Impact Statement, architectural drawings, design report, survey plan, visual impact assessment, noise and vibration impact assessment, water management plan, flood risk assessment and more. These documents will form part of the development application. However, the subject of this report to Council is to seek endorsement to begin community and stakeholder consultation on the preliminary concept design for the Memorial Garden. The SEARs require community and stakeholder consultation to occur and detailed documents to be produced outlining how the consultation took place and what feedback is received.

We will be presenting the preliminary concept design to the community to receive their feedback on the concept plans, including what aspects of the site are most important to residents and the kind of amenities they would like to see included. We will be consulting via an online survey on our Your Voice page, a face-to-face drop-in session, pop-ups at shopping centres and an online information session.

Alongside general community consultation, staff and contractors will also be engaging with relevant stakeholders.

From this community and stakeholder consultation, a Social Impact Assessment and Engagement Report will be produced, as part of the requirements under the SEARs.

A selection of documents including the Memorial Garden Preliminary Concept Plan, Q & A document and Fact Sheet will be provided to the community.

Risk/Policy/Legislation Considerations

Material to inform the community is a core part of this consultation and aims to ensure that residents are well engaged and have access to information about the project. This includes explaining how it has taken on previous feedback and how future feedback will be addressed in the final designs.

The principles guiding the engagement for the Memorial Garden project are outlined in detail in QPRC's Community Engagement and Participation Plan, and the NSW DPE Undertaking Engagement Guidelines for State Significant Projects.

It is also influenced by the Government Architect NSW's Connecting with Country Framework.

Relevant legislation includes the State Environmental Planning Policy (Planning Systems) 2021, and the Cemeteries and Crematoria Act 2013.

Financial, Budget and Resource Implications

The project has an allocation of \$1,000,000, in the current 2023-24 budget, for the planning, detailed studies and design phase. A number of specialist consultants have been engaged to carry out the relevant studies stipulated in the SEARs. These activities will continue throughout the coming months and, along with community feedback, inform the final detailed design. It is anticipated the SSDA being ready to lodge early 2024. Council's Urban Landscapes and Communications teams will undertake the consultation along with specialist Community Engagement and Social Impact Assessment Consultants.

The construction phase, subject to an approved DA, would be expected within the 2024-25 and 2025-26 financial years, funded through loans, and is estimated at an initial \$5,000,000 for Stage 1a.

9.4 Exhibition of Memorial Garden Preliminary Concept Design (Ref: ; Author: Richards/Geyer) (Continued)




A detailed CAPEX evaluation will be completed, once the final design has been completed, and further reported to Council before lodgement of the SSDA, however, the project is anticipated to be fully self-funded through income from sales of reservation, internment and services.

Conclusion

Consultation about the Memorial Garden is a requirement of the development application and an important step in ensuring the best possible design to meet community needs.

Staff recommend the public exhibition of the preliminary concept design and associated documents for community feedback.

Attachments

- | | |
|--|--|
| Attachment 1 | Googong Memorial Garden - Preliminary Concept for Stakeholder Consultation (<i>Under Separate Cover</i>) |
|  Attachment 2 | Memorial Garden - Engagement Strategy (<i>Under Separate Cover</i>) |
|  Attachment 3 | Memorial Garden - Draft Q & A Document 2023 (<i>Under Separate Cover</i>) |
|  Attachment 4 | Memorial Garden - Draft Fact Sheet (<i>Under Separate Cover</i>) |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.5 WB Freebody Sculpture (Ref: ; Author: Richards/Ryan)

File Reference: 1.1.4 Public Art

Recommendation

That Council:

- 1. Accept the sculpture of former Alderman and Mayor of Queanbeyan City Council, WB Freebody as a gift from the family.**
 - 2. Refer the proposal to the Cultural Development and Public Art Committee.**
 - 3. Receive a further report following investigation of an appropriate location and options for the installation.**
-

Summary

A formal request has been received from the Heritage-culture Arts Promotions Incorporated (HAPI) to install a sculpture of former Councillor and Mayor, WB Freebody in the new Council office building. This sculpture has been commissioned and is now gifted by the family to Queanbeyan-Palerang Regional Council. The purpose of this report is to seek Council's acceptance of this sculpture to enable staff to progress with site investigations.

Background

The HAPI committee members, sculptor and descendants of WB Freebody, presented this project to Council at a workshop in July, at which stage the sculpture and plinth was still in production.

It has now been completed and is ready for inscribing and installation.

A formal request (attached) has been received by Council to accept this gift and provide a suitable location for its permanent installation. HAPI have proposed that the new Council office building be its exhibition place, however engineering factors need to be considered before Council can make this decision.

Report

Attached is background information on the projects undertaken by HAPI, which relate to their community Apostle's concept; and work undertaken by long time advocate, Connee-Collen.

The plinth (pedestal) is 1.660mm in height, 420mm wide and 300mm deep.

It weighs approximately 120kg. It is hollow and can be affixed to the ground either by 4 x 12mm stainless steel rods drilled approximately 50mm/80mm into a concrete slab held with 2 part epoxy adhesive; or onto its own concrete/blockwork stand with 2 part epoxy adhesive.

9.5 WB Freebody Sculpture (Ref: ; Author: Richards/Ryan) (Continued)

The HAPI have drafted an inscription for Council consideration as follows:

Erected by the Mayor and Councillors of the Queanbeyan-Palerang Regional Council
as a tribute to and in recognition of services to Local Government and to the community by

WILLIAM BYRNE FREEBODY

1881-1962

who served continuously as Alderman from 1917 to 1956 and
as Mayor for three separate terms from 1926 to 1953

From the age of 36 to 75, Alderman Freebody was involved in every aspect of the life of Queanbeyan and its surrounds, serving on the council during the two World Wars, the Depression and subsequent periods of the regions rapid growth and development. He was also a renowned sportsman and businessman.

The erection of this monument was initiated by Queanbeyan's Heritage-culture Arts Promotions Incorporated (HAPI) as part of its 'Twelve Apostles' project recognising significant contributions of prominent found citizens of Queanbeyan. This initiative, in relation to William Byrne Freebody, is supported by the Freebody family.

Sculptor: Neil Dickinson

It is recommended that this project be referred to the Cultural Development and Public Art Advisory Committee that is actively involved in the future of culture and the arts in the region. The panel has dual roles:

- To progress and implement Council's Cultural Plan and to advise and recommend ways to action Cultural Plan strategies; and
- To provide expert advice on the development and implementation of public art projects within the framework of Council's Public Art Policy.

Further it is important that engineering staff assess and make some suggestions on the best location for this installation, if Council is supporting of the project. Options will then be discussed with HAPI and the family who have funded the works.

The current Council chambers, which will be the new Queanbeyan Family History Library is one option.

**Risk/Policy/Legislation Considerations**

Once installed the sculpture becomes the property of QPRC. Any public liability matter as a result of personal injury claim would be Council's responsibility. Any future repairs or maintenance similarly become Council's responsibility. Recognising a former Councillor and Mayor is within the decision making capacity of Council, and this project is being gifted.

Financial, Budget and Resource Implications

The cost of installation of the sculpture needs to be assessed, when an appropriate location is agreed to by Council. At this stage HAPI will be included in these negotiations when an estimate is known.

9.5 WB Freebody Sculpture (Ref: ; Author: Richards/Ryan) (Continued)

Links to QPRC/Regional Strategic Plans

Strategic Pillar: Community

A safe, harmonious, happy and healthy community leading fulfilled lives.




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

- We recognise and take pride in the unique and individual heritage and identity of our city, towns, villages and rural areas.

Conclusion

Council approval to accept a public artwork, by local sculptor Neil Dickinson; which is a bust of former Alderman and Mayor of Queanbeyan City Council, WB Freebody is sought. It is recommended the project is referred to Council's Cultural Development and Public Art Advisory Committee whilst engineering staff investigate potential locations, with a further report to be brought back to Council.

Attachments

- | | |
|---|---|
| Attachment 1 | Information Apostles (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | HAPI Request to Council WB Freebody (<i>Under Separate Cover</i>) |
|  | |
| Attachment 3 | Always Cake by Phill Hawke 2023 (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.6 Access Agreement Queanbeyan District Cricket Club Freebody Oval (Ref: ; Author: Flint/Turland)

File Reference: 46.1.1-23

Recommendation

That:

1. Council endorses amending the existing access agreement between QPRC and the Queanbeyan District Cricket Club to include the new pavilion building on Freebody Oval.
 2. The updated agreement be placed on public exhibition for 30 days inviting submissions to be received.
-

Summary

QPRC has an access agreement in place with the Queanbeyan District Cricket Club (QDCC) over the pavilion facilities at Freebody Oval. The agreement allows QDCC to use and occupy the facilities in exchange for a nominal fee.

A new pavilion has been constructed next to the existing building through the aid of grant funding. QDCC has approached Council and requested to amend the existing agreement to incorporate the new area.

Background

An access agreement between QDCC and Council was initiated in 2012. In 2015, the agreement was amended to extend the term duration until 2035.

Report

QDCC is a cricket club within the region, reportedly dating back to 1863. The Club offers cricket training to men, women and children, and aims to foster a sense of community through local sport.

QDCC currently occupy the pavilion facilities on Freebody Oval to use the amenities during competition and practice. A new pavilion has now been constructed a short distance away from the first. The intention is to use this to expand and enhance available facilities. QDCC is interested in extending the scope of their existing access agreement with Council to use and occupy the new site.

9.6 Access Agreement Queanbeyan District Cricket Club Freebody Oval (Ref: ; Author: Flint/Turland) (Continued)

**Risk/Policy/Legislation Considerations**

Freebody Oval is classified as 'Council Managed Crown Land' under the Crown Land Management Act 2016. The Plan of Management for the oval is included in QPRC's Plan of Management (PoM) for Sportsgrounds within the former Queanbeyan City local government area (LGA).

The PoM allows for the granting of leases, licences and other estates over Freebody Oval for purposes consistent with the core objectives of the plan. Facilitating community sport by allowing for the local club to improve their facilities is a purpose consistent with the PoM.

As it is modifying an existing agreement over Community Land, it would be appropriate to provide public notification of the change through the QPRC website.

The Queanbeyan and District Cricket Club is required under the agreement to maintain their own Public Liability Insurance. Existing indemnities towards Council in case of loss or injury under the current agreement will also be applied to the new area.

Financial, Budget and Resource Implications

The Cricket Club pay a nominal fee to Council under the existing agreement.

As an addendum to the agreement, the Cricket Club has also entered into an arrangement with QPRC to mow the grass for all of the surrounding oval. Council reimburses QDCC for this cost.

It is proposed that the nominal fee under the existing agreement remains unchanged.

**9.6 Access Agreement Queanbeyan District Cricket Club Freebody Oval (Ref: ;
Author: Flint/Turland) (Continued)**



Links to QPRC/Regional Strategic Plans

Plan of Management Sportsgrounds within the former Queanbeyan City Council LGA Amendment No. 5 (as an attachment to this report)

Conclusion

There are no obvious risks to Council or foreseeable reason that the existing agreement with the Queanbeyan District Cricket Club should not be updated to incorporate the new pavilion.

Attachments

- | | |
|--|--|
| Attachment 1 | Copy of Access Agreement with QDCC (<i>Under Separate Cover</i>) |
|  Attachment 2 | Plan of Management Sportsgrounds within the former Queanbeyan City Council LGA Amendment No. 5 (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.7 Renewal of Licences over Letchworth Estate Reserve to Queanbeyan and District Dog Training Club and Monaro Archers Inc (Ref: ; Author: Flint/Turland)

File Reference: 52.4.1

Recommendation

That Council approves the renewal of Licence Agreements between QPRC and; the Queanbeyan and District Dog Training Club over part of Letchworth Estate Reserve for a further five-year period; and Monaro Archers over part of Letchworth Estate Reserve for a further five-year period.

Summary

QPRC is the Reserve Manager of Letchworth Estate Reserve (Lot 98 DP 721917) under the Crown Land Management Act 2016.

Both the Queanbeyan and District Dog Training Club and the Monaro Archers Inc. have existing licence agreements with QPRC to use the Reserve to run their respective club activities. Both licence agreements are currently expired and are operating on holdover provisions. Council is asked to consider a Resolution to renew these agreements for a further five-year period.

As these are very similar agreements adjoining parts of the same Crown Reserve, the agreements are asked to be considered together.

Background

The Monaro Archers have licenced part of the Reserve from Council since 2014. The Queanbeyan and District Dog Training Club have licenced part of the Reserve from Council since 2003.

Council approval is sought to renew these agreements for a further five-year period.

Report

Letchworth Estate Reserve is Council Managed Crown Land under the Crown Land Management Act 2016, first dedicated as a public reserve in July 1990.

The Queanbeyan and District Dog Training Club is a community-run organisation intended to provide obedience and other dog training in the Queanbeyan area. Their licenced area is over the western part of the reserve, highlighted in red on the map blow. There is a fenced portion within the licence area where third-party access is restricted. The fenced area contains some basic facilities and sheds for storage.

The Monaro Archers (formerly the Queanbeyan Archery Club) are an archery sporting club that facilitates education, training, and friendly competition for target shooting. Their licenced area covers the eastern part of the reserve (highlighted in blue on the map blow). The area includes a small shed and toilet facilities.

Both organisations meet the criteria to operate on Council-Managed Crown Land as the provide significant social benefit to the broader community. It is in the community's interests

9.7 Renewal of Licences over Letchworth Estate Reserve to Queanbeyan and District Dog Training Club and Monaro Archers Inc (Ref: ; Author: Flint/Turland) (Continued)

to have affordable and accessible dog obedience training. This reduces the likelihood of any incidents of aggression or antisocial behaviour with companion animals.

There is also community benefit in facilitating and supporting local sporting organisations, including archery. This encourages local community engagement as well as promoting health and wellbeing.

There have been no complaints or compliance issues with either Licensee.

Risk/Policy/Legislation Considerations

Under the Crown Land Management Act 2016, managing Councils are to administer the land in the same way as Council classified Community Land under the Local Government Act 1993. This means that entering into leases and licences over the land is permissible for prescribed purposes.

Letchworth Estate Reserve does not currently have a Plan of Management. However, as existing agreements were in place prior to the adoption of Crown Land Management Act 2016, and there are no new proposed uses of the Reserve, the absence of a Plan of Management does not prevent Council from renewing the agreement.

Under section 47A of the Local Government Act 1993, notices of the renewed licence agreements must be placed on public exhibition.

Both the Monaro Archers and District Dog Training Club are required under the agreements to maintain their own insurances and indemnify Council against loss.

Financial, Budget and Resource Implications

Both organisations are proposed to be charged the minimum statutory rent under the Crown Land Management Act 2016. As of July 2023 this is \$579 per annum.

There are no significant costs required on the part of Council. Both organisations are responsible for mowing and upkeep of their own areas. QPRC mow around the perimeter of the reserve and provides infrequent assistance for mowing within the licenced areas when required.

Conclusion

There are no foreseeable reasons that these agreements with local community organisations over Letchworth Estate Reserve should not be renewed for a further five-year period.



9.7 Renewal of Licences over Letchworth Estate Reserve to Queanbeyan and District Dog Training Club and Monaro Archers Inc (Ref: ; Author: Flint/Turland)
(Continued)

Annexure A – Map of licenced areas

The below map is an approximate indication for visual reference.



Attachments

- | | |
|---|--|
| Attachment 1 | Draft Crown Land Licence Agreement - Queanbeyan District Dog Training Club (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | Draft Crown Land Licence Agreement - Monaro Archers (<i>Under Separate Cover</i>) |
|  | |

REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.8 Draft Licence Agreement - Breakpoint Tennis (Ref: ; Author: Richards/Duncan)

File Reference: 46.1.1

Recommendation

That Council:

- 1. Agree in principle to enter into a five-year Licence Agreement with Breakpoint Tennis for the management and usage of the two Tennis Courts in Beltana Park at Googong.**
 - 2. That these Licence Agreement proposals be advertised in accordance with S47 and 47A of the Local Government Act 1993.**
 - 3. That if no objection to the proposals is received the Licence Agreements be executed.**
-

Summary

Breakpoint Tennis have been informally managing bookings for the two Tennis Courts in Beltana Park at Googong since 2019. It is now appropriate to formalise this tenure by entering into a 5-year Licence Agreement for the use of the facility.

Background

Club Googong

When first opened in 2014, the pool and bookings for the tennis courts were managed by Club Googong (under the management of YMCA Canberra). In 2019 the facility was bought by Aquatots and the tennis courts transferred back to Council.

**9.8 Draft Licence Agreement - Breakpoint Tennis (Ref: ; Author: Richards/Duncan)
(Continued)****Breakpoint Tennis**

Breakpoint Tennis have been informally managing bookings for the two tennis courts in Beltana Park at Googong since 2019. No fee has been charged for usage in the past. Breakpoint Tennis have approached Council about entering into a lease agreement to formalise this arrangement and have informally discussed how this would occur including:

- Public Liability insurance
- Performing minor maintenance
- A booking system through Tennis Australia
- General promotion of the facility.

**9.8 Draft Licence Agreement - Breakpoint Tennis (Ref: ; Author: Richards/Duncan)
(Continued)**

Googong Tennis

As part of the total Googong development, future tennis courts are proposed as the staged development is rolled out. Currently there is no Googong Tennis Club.

QPRC Management

Council does not currently manage bookings for any tennis courts. For example, Council has licence agreements with the Queanbeyan Park Tennis Club for the tennis courts at Wanniasa Street and Campbell Street in Queanbeyan.

Staff investigated an electronic 'book-a court' system with Tennis Australia. However, not being an affiliate club, an indicative cost of \$20,000 was a barrier for implementation.

If Council manages the booking of the courts, it will require casual users to pick up a key, play their game and return the key to Queanbeyan. A licensing arrangement would make the use of the courts more efficient for hirers.

Risk/Policy/Legislation Considerations

The Licence Agreement will be processed in accordance the provisions of the Local Government Act 1993. The proposal will be publicly advertised, and it is proposed that the matter would only come back to Council if there were any community objection to the proposal.

The existing Tennis courts are a recognised asset of the Council. Tennis courts are appreciated local assets that provide opportunities for local groups to exercise and socially interact. As outlined, there is a public exhibition process associated with the execution of the Licence Agreement.

Financial, Budget and Resource Implications

There are only minor advertising expenses associated with this matter. The legal documentation can be prepared in house. Breakpoint Tennis have suggested a \$4,000 (Exc GST) annual fee which is income we have not received in previous years.

Links to QPRC/Regional Strategic Plans

Provision of tennis facilities via a licence agreement is consistent with the Community Strategic Plan:

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

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

**9.8 Draft Licence Agreement - Breakpoint Tennis (Ref: ; Author: Richards/Duncan)
(Continued)**


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

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

Conclusion

It is now appropriate to formalise the licence agreement for Breakpoint Tennis for the two Tennis Courts in Beltana Park at Googong.

Attachments

Attachment 1 	Draft License Googong Tennis Courts September 2023 (<i>Under Separate Cover</i>)
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REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.9 Australia Day Council Committees (Ref: ; Author: Ryan/Richards)

File Reference: Civic Events 1.4.4

Recommendation

That Council endorse the amended Terms of Reference and membership for the Australia Day Organising Committee and Australia Day Awards Committee.

Summary

This paper seeks review of the Australia Day Organising Committee and the Australia Day Community Awards Committee for the events held each year in:

- Braidwood
- Bungendore
- Captains Flat
- Queanbeyan

In reviewing the committee membership, the nomination criteria for the Awards of Citizen and Young Citizen of the Year and Event of the Year have also been updated for Council information.

Background

For many years Council has operated two Australia Day Committees, comprising of an Organising Committee and a Community Awards Committee.

These committees are set up, as the titles suggest, to provide assistance and Council support in organising Australia Day events in the major towns across the local government area (LGA) and to select those award recipients in each of the Australia Day award categories.

The purpose of this review is to ensure further representation on these committees.

Report**Organising Committee**

Council organises and/or assists with four (sometimes more if requested by the community) separate Australia Day events in Braidwood, Bungendore, Captains Flat and Queanbeyan.

It is important that these events are spaced appropriately to allow the Mayor, or delegated Councillor and the Australia Day Ambassador, to attend as many events as possible.

The proposed changes to the Organising Committee provide for Sub Committees in each region and two Councillor representatives; that will ensure each have ownership and support to bring their local interest or activity to each event.

It should be noted that the Committee meets at least three months prior to Australia Day. The Australia Day event in Queanbeyan includes a Citizenship Ceremony. Both the current and proposed Terms of Reference (TOR) are attached.

Community Awards Committee

The Awards committee has traditionally not had a specific TOR but a suggested version is attached. The Committee generally meets only once to determine award recipients in the Australia Day Award categories for the Young Citizen, Citizen and Event of the Year in the Braidwood, Bungendore, Captains Flat and Queanbeyan regions.

9.9 Australia Day Council Committees (Ref: ; Author: Ryan/Richards) (Continued)

The current committee is made up of the Mayor, the Director of Community Arts and Recreation and the Coordinator of Events and Performing Arts. However, the Coordinator Events and Performing Arts provides the secretariat support for this committee, advertising and collating nominations to the Committee.

It is suggested that Council appoint another Councillor representative and nominate two prominent community members to assist in the award deliberations each year with a draft TOR attached.

Award recipients are based on the nominations made by the respective communities. Nominations are opened in October and close on the first Friday of December each year.

In the past nomination forms have been general. Amended nomination forms are attached which include some guiding questions to assist nominators in completing applications.

Risk/Policy/Legislation Considerations

Nil

Financial, Budget and Resource Implications

There are no financial implications of these recommendations. The annual budget of \$22,000 is spread proportionate to meet the needs of each organising group; and supports either sound, catering, drinks and in Queanbeyan, the fireworks. The costs of the Ambassador is derived from this budget.

Links to QPRC/Regional Strategic Plans

Events Strategy

Category One: Civic Events – Objectives

- Undertaken to meet Council's civic responsibilities
- Contribute to the enhancement of Community inclusion and social justice
- Contribute to the enhanced liveability of the LGA

Community Strategic Plan

Strategic Objective 1.1

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

- Strategies – build cultural capacity through the availability and participation in arts, performance and cultural gatherings, events and exhibitions.

Conclusion

The amended Terms of Reference and membership of Council's Australia Day Organising Committee and Australia Day Awards Committee provide a more representative approach to these activities.

Attachments

Attachment 1 	Current TOR Australia Day Organising Committee (<i>Under Separate Cover</i>)
Attachment 2 	Updated TOR Australia Day Organising Committee (<i>Under Separate Cover</i>)
Attachment 3 	Nomination Form Australia Day Awards - Events (<i>Under Separate Cover</i>)
Attachment 4 	Nomination Form Australia Day Awards - Citizen and Young Citizen of the Year (<i>Under Separate Cover</i>)
Attachment 5 	TOR Australia Day Awards Committee (<i>Under Separate Cover</i>)

File Reference: 43.6.5-01

Recommendation

That Council:

1. Receive the Investment Report for the month of August 2023.
 2. Note the investment return for August 2023 was \$731,746.
 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 August 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 August 2023 is detailed in the attached Investment Report Pack.

Market Update – The Reserve Bank (RBA) chose to hold the cash rate at 4.10% at its September 2023. In the accompanying statement to the decision, the Board warned that further tightening of monetary policy may be required to ensure inflation returns to target in a reasonable timeframe but will be dependent on data and risk assessment. In making its decisions, the Board will continue to pay close attention to developments in the global economy, trends in household spending, and the outlook for inflation and the labour market.

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.

9.10 Investment Report - August 2023 (Ref: ; Author: Monaghan/Drayton) (Continued)

Council has \$8,000,000 (3.25% 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 Tracy Sligar, Responsible Accounting Officer, 15/9/2023.

The annual review of the Investment Policy adopted by Council on 9 September 2022 will be workshopped with Council before tabling at an October Council meeting.

Financial, Budget and Resource Implications

Over the last 12 months, Council's portfolio produced an annualised rate of return of 4.17%, outperforming the benchmark Bank Bill Index by 0.80%.

On 31 August 2023, the principal amount invested was \$245,705,692 and the 2023/24 financial year to date return was \$1,849,145 compared to the budget of \$687,372.

Of the total \$245.7 million investment portfolio, Council holds \$29 million in TCorpIM long-term (LTGF) and medium-term (MTGF) funds. The funds had mixed fortunes in August 2023 with the LTGF post a negative return of -\$48,162 and the MTGF had a positive return of \$36,962.

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	-48,162	36,962
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		
2023-24 YTD Total	253,540	144,390
Return since inception	5,366,643	1,615,355
Initial Placement	12,000,000	10,000,000

9.10 Investment Report - August 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.

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 \$1,849,145. 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 - August 2023 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR DETERMINATION

9.11 Water Wise and Recycled Water Supply Policy Review (Ref: ; Author: Cunningham/Flint)

File Reference: 52.5.4

Recommendation

That Council adopt the Water Wise Policy and Potable and Recycled Water Supply Policy.

Summary

The attached policies have undergone a review by the Utilities Business Unit and as a result, some amendments have been made. The intent of the Policies as they currently exist have not changed, but rather reflect updated best practice and timely revisions.

Report

The following changes have undergone a review and an outline of the changes (if any) are below:

Potable and Recycled Water Supply Policy – This policy was last reviewed and adopted by Council in August 2020. This policy is again due for review by the current Council and staff recommend it be considered for adoption in its current form. Given no changes have been made to the Policy, no exhibition period is required.

Water Wise Policy – This policy was last reviewed and adopted by Council in August 2020. No significant changes are proposed save the updating of monetary amounts. Given no changes have been made to the Policy, no exhibition period is required.

Risk/Policy/Legislation Considerations

The legislative considerations for each Policy are indicated within the Policy document itself.

Financial, Budget and Resource Implications

There are nil budgetary implications as a result of the re-adoption of the Potable and Recycled Water Supply Policy.

Subsidies claimed under the Water Wise Policy will be debited to the relevant water supply scheme in keeping with past arrangements.

Links to QPRC/Regional Strategic Plans

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

9.11 Water Wise and Recycled Water Supply Policy Review (Ref: ; Author: Cunningham/Flint) (Continued)

Conclusion

Within 12 months of an election, Council must look to review all policies. This process is a continuing body of work and it is recommended that both policies be re-considered and subsequently re-adopted by Council.

Attachments

Attachment 1 Water Wise Policy (*Under Separate Cover*)



Attachment 2 Potable and Recycled Water Supply Policy (*Under Separate Cover*)



File Reference: 52.5.4

Recommendation

That Council endorse the Public Interest Disclosures Policy and place on exhibition for 28 days inviting submissions.

Summary

On 1 October 2023, the new Public Interest Disclosure Act 2022 comes into force and replaces the former Public Interest Disclosures Act 1994. With this new legislation comes a plethora of requirements forced upon Agencies by the NSW Ombudsman in regards to training of all Managers/Supervisors and designated Public Interest Disclosure Officers at all permanently maintained worksites. This report explores how Governance will oversee the rollout and compliance of legislation across QPRC and implores Council to consider adopting the model Public Interest Disclosure Policy as released by the NSW Ombudsman's Office.

Background

Good government relies on public officials speaking up when they witness, or otherwise become aware of, wrongdoing in the public sector.

An integral part of that 'speak up' culture is having in place a framework that facilitates public interest reporting of wrongdoing by:

- Protecting those who speak up from detriment
- Taking active steps to maintain the confidentiality of reports
- Imposing duties on agencies who receive reports of wrongdoing to take appropriate action to investigate or otherwise deal with them.

From 1 October 2023, that framework will be the Public Interest Disclosures Act 2022 (PID Act).

The PID Act 2022 provides for public officials to have multiple pathways to report serious wrongdoing. This includes reporting to a Disclosure Officer, their Manager or other Agencies, such as other integrity agencies.

The threshold for what is considered detrimental action has been lowered in the new Act, and the associated penalties for the detrimental action offence have been increased, when compared to the 1994 Act.

Report

When a public official reports suspected or possible wrongdoing, their report will be a PID if it has certain features which are set out in the Act.

The Act recognises that there are 3 types of PIDs and that some people who are not public officials, may also make reports or provide information and require protection from detrimental action.

Voluntary PID: Where the report has been made by the public official because they decided, of their own accord, to come forward and disclose what they know.

9.12 Public Interest Disclosures Policy (Ref: ; Author: Ryan/Flint) (Continued)

Mandatory PID: Where the public official has made a report about serious wrongdoing because they have a legal obligation to make that report, or because making that report is an ordinary aspect of their role or function in an agency.

Witness PID: Where a person discloses information in the course of an investigation of serious wrongdoing following a request or requirement of the investigator.

Most of the obligations on agencies in the Act relate specifically to voluntary PIDs – these include how a voluntary PID must be assessed, what information must be given to the maker of the voluntary PID, how the voluntary PID must be investigated or otherwise dealt with, and what must be reported to the Ombudsman about voluntary PIDs.

Voluntary PIDs are the kind of PIDs most people have in mind when they think about public interest reporting and ‘whistleblowing.’

This is where a public official made a report because they have information that they believe shows serious wrongdoing, where they are not under a legal obligation to make that report and where it is not an ordinary part of their role to report such wrongdoing. A report is a voluntary PID if it has the following features:

1. The report has been made by a public official
2. The report has been made to a suitable recipient
3. The report must disclose information that the person honestly and on reasonable grounds believes shows or tends to show serious wrongdoing
4. The report is made in writing or orally
5. The report was made voluntarily (ie, not a mandatory or witness PID)

The Act contains a deeming provision which gives the head of agency a delegable power to deem a report to be a voluntary PID, even if it does not have all 5 features of a PID. By deeming that a report is a voluntary PID, it ensures that reporters are provided with protections under the PID Act against Detrimental Action.

For a report to be a voluntary PID, it must have been made to one of more of the following people:

- The person’s direct supervisor
- Any Disclosure Officer (referred to in Policy)
- The Head of Agency (General Manager)
- Another Agency (such as ICAC, NSW Ombudsman, the Audit Office etc)
- A Minister or Ministerial Staff
- A journalist or MP

Where a voluntary PID is made to the person’s supervisor, it is the supervisor’s responsibility to make sure the PID is communicated to a Disclosure Officer as soon as is reasonably practicable, so as it can be properly dealt with.

It is important to note that Disclosure Officers are not responsible for investigating PIDs; their role is to take detail of the PID and refer it to the PID Coordinator or Head of Agency.

The purpose of having a Disclosure Officer at all permanently maintained worksite across the Organisation is to ensure that public officials have sufficient access to report serious wrongdoing.

Agencies have an obligation to ensure that information which identifies, or tends to identify, a person as the maker of a voluntary PID is not unlawfully disclosed. This is called “identifying information” in the Act.

9.12 Public Interest Disclosures Policy (Ref: ; Author: Ryan/Flint) (Continued)

The Act allows for circumstances in which a public official or agency can lawfully disclose identifying information. These circumstances include where the disclosure of the information is necessary for the report to be effectively dealt with.

Detrimental action against a person is an act or omission that causes, comprises, involves or encourages detriment to a person or a threat of detriment to a person (whether express or implied). Detriment includes, but is not limited to actions such as intimidation, bullying and reputational damage.

The Act contains robust protections to ensure that a person who has made a PID does not suffer detrimental action.

Under the Act it is a criminal offence to take detrimental action against a person based on the suspicion, belief or awareness that a person had made, may have made, or may make a PID. This is known as a detrimental action offence.

Agencies have a duty to assess the risk of detrimental action against a PID maker, and to minimise the risk of detrimental action, as soon as they become aware the voluntary PID has been made and on an ongoing basis while the matter is being dealt with. Injunctions can be sought from the Supreme Court to prevent the commission of a detrimental action offence. Generally, an injunction would be sought by a PID maker or an integrity agency, on their behalf. If unlawful detrimental action is taken against someone, they are entitled to seek compensation through the courts for injury, damage or loss suffered.

Risk/Policy/Legislation Considerations

This policy revolves around the new Public Interest Disclosures Act 2022 which replaces the former Public Interest Disclosures Act 1994. As a result of such legislative changes, Council's Privacy Policy and Plan will also be updated in due course.

Financial, Budget and Resource Implications

There are nil financial implications as a result of the adoption of this policy. Training requirements will be facilitated by internal staff.

Links to QPRC/Regional Strategic Plans

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

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

5.2 Council is an open, accessible and responsive organisation.

Conclusion

Council currently has an adopted Public Interest Disclosure Policy. This new Policy (referencing legislative changes) seeks to replace the existing policy which is written in reference to the Public Interest Disclosure Act 1994.

Attachments

Attachment 1 Public Interest Disclosure Policy (*Under Separate Cover*)



File Reference: 52.5.4

Recommendation

That Council rescind the Unsolicited Proposals Guide.

Summary

Council adopted the existing Unsolicited Proposals Guide on 24 June 2020.

A review of all existing Council policies is in progress and it has been determined that this Policy is no longer required or warranted. The application of a Policy that supports Unsolicited Proposals for Council arrangements is not conducive to an open and transparent Council.

Report

An Unsolicited Proposal is an approach to Council from a Proponent with a proposal to deal directly with it, in circumstances where Council has not requested the approach.

Council is on occasion approached by the private sector and individuals with specific proposals for it to consider including land purchases, business development, participation in a joint venture etc. To facilitate these opportunities, Council has an Unsolicited Proposals Guide in order to refer to whilst considering or assessing such proposals.

This guide aimed to achieve a transparent and streamlined approach to assist the Council and the private sector to work together to develop and deliver innovative ideas. It is not consistent with the way local government acts or makes decisions, and what is generally the outcome of unsolicited proposal is an open Expression of Interest or public sale process.

Moving forward, it is recommended that Council decline to accept any Unsolicited Proposals at the outset, therefore rendering this Guide redundant.

There are a number of other Guidelines/Legislation which govern how public entities manage/assess unsolicited proposals. These include:

- Unsolicited Proposals Guide for Submission & Assessment, NSW Government, May 2022
- NSW Public Private Partnerships Guidelines (2022)
- Infrastructure Decision-making Principles, Infrastructure Australia, July 2018
- Environmental Planning & Assessment Act 1979
- NSW Local Government Act 1993
- Local Government (General) Regulation 2021
- Local Government Amendment (Public Private Partnerships) Act 2004.

Risk/Policy/Legislation Considerations

Section 55 of the Local Government Act 1993 makes it plain that all identified contracts above the General Manager's delegated authority must go to Council for approval via resolution, prior to the execution of any such contract. Where a proposal has been provided to Council, it will

**9.13 Rescinding Council's Unsolicited Proposals Guide (Ref: ; Author: Ryan/Flint)
(Continued)**

generally be necessary for that proposal to be put to Council, even where the report before Council recommends that Council not proceed to tender for the project, goods or services under contemplation as per Section 55 of the Act.

Staff recommend that for consistency, all Unsolicited Proposals be declined at the outset.

Enabling a process for the acceptance of Unsolicited Proposals creates the following risks for Council:

- Council being seen as lacking transparency and consistency on how it reaches its decisions relating to unsolicited proposals.
- Council being seen as inconsistent in how it deals with proposals leading to reputational damage.
- Proponents not having a clear process to follow leading to ad hoc approaches to Council and the Mayor and Councillors.
- Council not adequately optimising outcomes for the QPRC community in the delivery of projects.

Council is still able to undertake projects via a Public Private Partnership, in accordance with s400 (c) of the Local Government Act. The PPP guidelines contain direction on Council undertaking the necessary; feasibility and risk assessment, identification of appropriate governance and administrative arrangements, managing risk and due diligence.

Financial, Budget and Resource Implications

There are no financial, budget or resource implications as a result of the rescission of this policy.

Links to QPRC/Regional Strategic Plans

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

Conclusion

It is recommended that the existing Unsolicited Proposals Guide be rescinded. Relevant sections of the Local Government Act, Regulations and OLG Guidelines provide for the way Council must manage unsolicited proposals; and any transaction will be open and transparent.

The rescinding of this Policy does not limit Council's economic development objectives to facilitate development growth and opportunities that align with Regional Strategic Plans and priorities.

Attachments

Attachment 1	Unsolicited Proposals Guide - adopted June 2020 (<i>Under Separate Cover</i>)
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REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.1 Regional and Local Roads Repair Program (Ref: ; Author: Hansen/Tooth)

File Reference: ECM 31.1.98

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

Council has received funding under the Regional and Local Roads Repair Program (RLRRP) to assist with road repairs. The funding is based on the length of our Regional and Local road network. Works that are eligible under the program include:

- Patching
- Heavy Patching
- Drainage

The works must be completed by 29 February 2024 to be eligible for the funding. Staff have assessed our road network and established a priority list shown below. The works in the list are specifically targeting heavy patching needed because of the prolonged wet weather which has caused seal and pavement failure in some of our aging network. The grants funds total \$3,082,300.

These works are in addition to our annual renewal and maintenance program.

Road or/Suburb Name	Area of proposed work activities (m2)	Work Activity Type
Captains Flat Road	4,000	Stabilise
Captains Flat Road	4,000	Drainage
Cooma Road	11,300	Stabilise
Hoskinstown Road	710	Dig Out
Hoskinstown Road	850	Stabilise
Macs Reef Road	40	Dig Out
Macs Reef Road	220	Stabilise
Nerriga Road	22,500	Stabilise
Norton Rd	1,850	Stabilise
Old Cooma Road	500	Stabilise
Tarago Road	2,850	Stabilise
Wallace Street	1,260	Stabilise
Weerona Drive	135	AC
Weerona Drive	1,070	Stabilise
Queanbeyan – local streets	1,900	Stabilise
Captains Flat – local streets	200	Stabilise

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.2 Update on Matters Related to Hume Materials Recycling Facility Fire (Ref: ; Author: Hansen/Belcher)

File Reference: 34.1.98

Recommendation

That the report be received for information.

Report**Background**

On 26 December 2022, the Hume Materials Recycling Facility (the MRF) experienced a significant fire, which rendered the facility inoperable. In the immediate aftermath of the fire, commingled recyclables from all sources, including from QPRC, were temporarily stored at the Mugga Lane Resource Management Centre and at unaffected areas of the MRF site.

Shortly after the fire, a 'deliver and transfer' operation commenced at the MRF. Under this arrangement, commingled recyclables are delivered to the MRF by various parties, including Council, and then transported in uncompacted loose form to MRFs in Sydney and other interstate locations for Processing.

The ACT Government has now released two Requests for Tender (RFT) to provide medium- and long-term solutions to this issue. The medium-term RFT is for a more robust and cost-effective solution for aggregation and transfer of commingled recyclables for processing at existing facilities. The long-term RFT is for the construction of a new purpose-built recycling facility on the existing MRF site. Further detail on these two RFTs, and the impacts to Council, is provided in later sections of this report.

Contractual Implications arising from the fire event for QPRC

QPRC entered into a contract with the MRF operator, Re.Group, prior to the fire. Following the fire, Council staff and Re.Group staff worked collaboratively to manage the impacts and agreed an 'open book' approach to managing costs and risk to both parties.

A Mayoral Minute was put to the Ordinary meeting of 22 February 2023 authorising the General Manager to negotiate a revised monthly contract rate as a variation within the existing contract, subject to Re.Group agreeing to 'open book' cost reviews (**Resolution 042/23**). This agreement has been secured and Council is currently paying \$300 per tonne upon delivery to the MRF, and then a 'make good' payment is being made to cover any reasonable additional costs incurred by Re.Group. If costs to Re.Group are lower than \$300 per tonne, the difference will be credited back to Council. All costs are exclusive of GST.

Under the original contract, Council retained 50% of revenue from the Container Deposit Scheme (CDS). Regrettably, as part of the negotiation, Council has foregone the 50% share of this revenue. This represents an additional increase in the cost of processing commingled recyclables, estimated to be approximately \$17,000 per month based on previous rebates.

All materials from QPRC during this period have been sent to the Visy Materials Recovery Facility at Smithfield, NSW.

To date, discussions related to compensation have been deferred until after the ACT Coroner and other investigations are completed. Legal advice has not yet been sought.

10.2 Update on Matters Related to Hume Materials Recycling Facility Fire (Ref: ; Author: Hansen/Belcher) (Continued)

Financial Impacts

Council has received 'open book' updates for the period from February to May 2023 and Re.Group have satisfactorily demonstrated additional costs of approximately \$23,000 for the period, bringing the total cost for processing commingled recyclables to \$376,000 for the period. This represents an approximate increase of \$236,000 over the original (pre-fire) contracted rate. When foregone CDS revenue is included, the increased cost for the period is approximately \$304,000. Further detail is provided in Table 1. All costs in this paragraph and in the table are exclusive of GST. The period of June to August 2023 (inclusive) has not yet been finalised, however, known costs are included.

Table 1 – Breakdown of tonnage and costs post-fire

	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
Total tonnage delivered by QPRC to the Canberra MRF within the billing period (tonnes)	283.22	294.38	282.14	318.50	317.62	303.80	328.74
Upfront processing rate payable by QPRC per tonne (\$ ex GST) (Rate 1)	300	300	300	300	300	300	300
Recycling costs paid to date for the billing period (\$ ex GST)	84,966	88,314	84,642	95,550	95,286	91,140	98,622
Total cost incurred by Re.Cycle to process QPRC material per tonne (\$ ex GST) (Rate 2)	342.10	310.22	304.43	319.72	To be confirmed		
Extra costs per tonne payable by QPRC (\$ ex GST) (Rate 3 – yet to be billed)	+42.10	+10.22	+4.43	+19.72	To be confirmed		
Additional costs for the billing period to be billed (\$ ex GST)	11,925	3,007	1,250	6,281	To be confirmed		
Total cost to Council for material delivered for the billing period (\$ ex GST)	96,891	91,321	85,892	101,831	To be confirmed		
Original (pre-fire) contracted rate (Rate 4)	\$118.20	\$118.20	\$118.20	\$118.20	\$118.20	\$118.20	\$118.20
Difference from Original (pre-fire) contracted rate (\$ ex GST)	63,300	56,408	52,430	64,056	To be confirmed		
Estimated CDS revenue foregone (\$ ex GST)	17,000	17,000	17,000	17,000	17,000	17,000	17,000
Total increase in costs (\$ ex GST)	80,300	73,408	69,430	81,056	To be confirmed		

Estimated costs for the 2023-24 and 2024-25 financial years are shown in the table below. Additional costs have been calculated using the average of the 'Total cost incurred by Re.Cycle to process QPRC material per tonne (\$ ex GST)' from the previous table. Tonnages

10.2 Update on Matters Related to Hume Materials Recycling Facility Fire (Ref: ; Author: Hansen/Belcher) (Continued)

have been derived from the monthly average tonnage between 2017 and 2023. No inflation has been included.

	2023-24			2024-25		
	Original Contract Rate	Additional costs post-fire^	Total	Original Contract Rate	Additional costs post-fire^	Total
Q1	\$114,000	\$194,000*	\$308,000	\$117,000	\$199,000	\$317,000
Q2	\$122,000	\$208,000	\$330,000	\$123,000	\$208,000	\$331,000
Q3	\$125,000	\$212,000	\$337,000	\$125,000	\$212,000	\$337,000
Q4	\$128,000	\$218,000	\$346,000	\$128,000	\$218,000	\$346,000
Total	\$489,000	\$832,000	\$1,321,000	\$493,000	\$837,000	\$1,331,000
^ Excluding foregone CDS revenue						
* Known costs have been used for July and August 2023, which are slightly lower than the long-term average						

In summary, it is expected that recycling processing costs will be approximately \$840,000 higher per annum until the medium-term arrangement is implemented.

ACT procurement process

Medium-term arrangement - Interim Solution for Recyclable Processing

To facilitate the construction of the long-term arrangement, operations at the existing MRF site are expected to cease in June 2024. The medium-term arrangement ensures ongoing provision of commingled recycling services to the ACT. It is expected that new sites will be operational by June 2024 and that they will operate until the long-term arrangement is commissioned.

The objective of the medium-term arrangement is to deliver a service to receive and process Territory Delivered Material from ACT households, ACT Recycling Drop Off Centres, ACT Container Deposit Scheme sources and Third-Party Material from surrounding regional New South Wales (NSW) councils and commercial operators. Regarding material from third-parties and NSW Councils, the scope clarifies that acceptance of materials from these entities is subject to approval from the ACT Government.

The procurement seeks multiple sites within the ACT, operated by a single contractor, that will receive materials from approved sources (which may include Council). Once delivered, material will undergo preliminary processing to facilitate transport and will then be transferred to approved processing facilities in other jurisdictions. Each site will be capped at 30,000 tonnes per annum (tpa), with expected ACT waste volumes of approximately 40,500tpa, and a further approximate 22,500tpa from third-parties (which includes material from NSW Councils). The medium-term arrangement requires that capacity for the ACT volumes is met, however, leaves it to potential suppliers to determine if they wish to include volumes for third-parties and the terms and conditions under which they would accept materials.

The procurement documents create a level of uncertainty for ongoing acceptance of commingled recyclables from QPRC at a facility within the ACT. Based on previous conversations and the existing long-standing arrangements, Council staff anticipate that the ACT Government will approve the delivery of materials from the LGA to the future facilities. Council staff will continue to engage with the ACT Government to confirm what is required to gain their approval.

10.2 Update on Matters Related to Hume Materials Recycling Facility Fire (Ref: ; Author: Hansen/Belcher) (Continued)

The larger risk relates to whether the supplier engaged by the ACT is willing to accept QPRC material and under what conditions. It is notable that addition of the tonnages from third-parties quoted in the RFT documentation will require the creation of a third site. While it is reasonable to assume that the contracted supplier will be interested in providing the same services to QPRC, the conditions under which these services may be offered to Council may be prohibitive to either Council or the supplier. It is anticipated that Council will be contacted by prospective suppliers, however, there is little that Council can do to engage with these parties until the ACT awards a contract.

To mitigate against this risk, Council staff will liaise with the ACT Government regarding whether it is possible to increase the 30,000tpa limit at each site and will also assess existing Council owned sites to assess if they could function as transfer stations capable of handling QPRC materials.

Long-term arrangement – Request for Proposal to Finance, Design, Construct, Operate and Maintain the Hume MRF

The second procurement is for the construction and 20 year operation of a fit-for-purpose MRF on the existing MRF site. It is expected that the new MRF will be an advanced facility with the capacity to sort, separate, and process materials for the Canberra region, creating higher quality resources with higher value uses including remanufacturing.

The long-term procurement is more categoric in including commingled recyclables from the QPRC LGA as potential feedstock. Potential contractors are responsible for sourcing volumes from non-ACT Government streams, and the proposed Revenue Sharing Model incentivises both the Contractor and the ACT Government to identify third party volumes. To utilise the facility, Council would need to enter into arrangements directly with the Contractor.

It is expected that a contract will be awarded in April 2024 for this project.

Financial implications for QPRC arising from the ACT procurement activities

It is not possible at this time to accurately predict or model the financial implications of the ACT procurement activities.

Once the medium-term arrangement is implemented, it is anticipated that processing prices will be lower than currently paid, but significantly higher than the pre-fire contracted rate. Transport costs will remain a significant component of the overall cost, but these are expected to be lower than current transport rates due to efficiencies of scale and higher material density. Transport costs will be exposed to fluctuations in diesel prices. Processing costs will also include higher handling costs associated with preparing the materials for transport.

Once the long-term arrangement is implemented, it is anticipated that processing costs will be lower than currently paid, but still higher than the pre-fire contracted rate. The ACT intends to build a facility that is more advanced than the current facility, and this will bring with it higher capital and/or operating costs, potentially offset by higher returns on the sale of processed materials.

Council holds sufficient reserves to cover increased recycling costs for some time. Drawing down these reserves will require delay or abandonment of some projects/initiatives unless waste management charges are increased to cover the increased processing costs. Council staff will continue to monitor the situation.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.3 Gas Appliances Council Buildings Audit (Ref: ; Author: Richards/Spear)

File Reference: 35.1.1

Recommendation

That the report be received for information.

Report

At the 26 April 2023 meeting, Council agreed to cease the installation of new gas appliances in all Council buildings, with the exception of currently committed projects (**Resolution No 154/23**). Council determined that:

1. High-efficiency electrical appliances will be used in new installations, and to replace existing appliances reaching the end of their economic life.
2. These requirements will be implemented into Council's asset management plans and Sustainable Design for Council Buildings Policy.

And further that Council will develop an overall plan to phase out all use of gas in Council operations aligned to the Operations Climate Change Action Plan.

To progress this strategy, an audit of all Council's gas appliances has been conducted over the past few months. This data is attached and provided as an update for Council information.

Attachments

Attachment 1 Gas Appliances Audit QPRC September 2023 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.4 Koori Biz Project (Ref: ; Author: Ryan/Richards)

File Reference: 2.4.1-01 Koori Projects

Recommendation

That the report be received for information.

Report

QPRC recently received a \$100,000 grant through the Regional Aboriginal Partnerships Program (NSW Government Department of Regional) to auspice and deliver the Koori Biz Arts Program.

This program is a person focused and industry tailored business development program. 10 emerging local Ngambri/ Ngunnawal artists will be given the opportunity to participate in a mentoring program to develop their artistic business. On completion of the program, each artist will have the opportunity to be independently registered as a commercial trading artist, with capability to successfully enter the diverse First Nations arts and business sector markets.

The program will run from late 2023 to conclude at the end of July 2024. Elements of the program include:

1. Launch and media
2. Expressions of interest
3. First Nations Artists and Creators Program - information session
4. First Nations Business Owners and Industry Mentors - information session
5. Selection of artists and mentors
6. Training program
7. NAIDOC exhibition of artworks

The training program will be run over 5 months. Each session will include a professional artist led facilitation for development of artwork for the final NAIDOC Exhibition. Each session runs for approximately 4 hours.

The training program will include:

SESSION 1: Project introduction/overview

SESSION 2: Setting up your business: scope and business plans

SESSION 3: Seed funding + Artist grants

SESSION 4: Setting up your business: registration, insurance + investment

SESSION 5: How to complete ATO requirements eg. BAS statements

SESSION 6: Intellectual property and copyright

SESSION 7: Branding + logos

SESSION 8: Invoices, quotes & other business documents

SESSION 9: Contracts

SESSION 10: Marketing + presentation & packaging

The project will be managed by Council's Aboriginal Liaison Officer. All costs are covered by the grant, including hire of QPRC venues. Council is not required to contribute financially to this program.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.5 Shade Covers for QPRC Pools (Ref: ; Author: Ryan/Richards)

File Reference: 4.2 Community – Recreation - Aquatic

Recommendation

That the report be received for information.

Report

At its meeting of 22 March 2023, Council sought a report on the cost to install shade covers over each of the outdoor public pools in the local government area (**Resolution 100/23**).

Queanbeyan Palerang Regional Council currently has some levels of shade at our pools:

- Braidwood (toddlers pool is completely covered)
- Captains Flat (toddlers pool is completely covered)
- Queanbeyan (indoor pool is covered and enclosed)

In addition, the intention for Bungendore is for a completely enclosed aquatic centre, pending funding.

It has been difficult to get definitive prices on shade coverings for pools since costs vary widely depending on the expanse of the covering (ie. the size of the pool) and the materials used. Partial shading, similar to that used in playgrounds, could be purchased for an indicative estimate of \$62,000 for a 132sq metre structure. However, the stability and effectiveness of these covers is likely to be less than optimal.

The most popular form of pool enclosures currently are retractable as shown in the diagrams below.



10.5 Shade Covers for QPRC Pools (Ref: ; Author: Ryan/Richards) (Continued)



These enclosures reduce heating and cleaning requirements, minimise water evaporation and chemical use, and maximise safety through controlled key entry and UV protection.

Indicative costs for the supply of these structures (not including installation) are shown below, noting that the larger the pool, the more complex the structure required.

- Braidwood:
 - 18m outdoor pool
 - \$ 360,000
- Captains Flat
 - 22m outdoor pool
 - \$ 440,000
- Queanbeyan
 - 50m outdoor pool
 - \$2 million

Costs could be reduced by using structural steel that is non-retractable.

Attachments

Nil

REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.6 Ellerton Drive Extension Loan Fact Sheet (Ref: ; Author: Hansen/Monaghan)

File Reference: 43.6.4-04 and

Recommendation

That the report be received for information.

Report

Council has received queries from ratepayers that have sought additional information about how the loan repayments on Council's \$36M loan for the Ellerton Drive Extension (EDE) project is funded.

Council have asked questions of staff to understand the key issues through a Councillor workshop, and have requested that a fact sheet be prepared to provide clear, auditable and transparent information to all residents.

The attached fact sheet sets out the total loan amount, term and repayments, and the developers that are contributing to the EDE loan repayments.

The fact sheet will be placed on Council's website with the EDE project information.

Attachments

Attachment 1 Ellerton Drive Extension Loan: Fact Sheet (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR INFORMATION

10.7 Bi-Annual Review of Councillor Expenses (Ref: ; Author: Ryan/Flint)

File Reference: 52.7.1

Recommendation

That the report be received for information.

Report

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

The framework ensures accountability and transparency, is aligned to the Local Government Act, and seeks to align Councillor expenses and facilities with community expectations. This information was last presented at the 8 February 2023 meeting, which provided the expenses for the 6 month period from July 2022 to December 2022 (**Resolution No 030/23**).

The summary and attachment report provides the 2022-2023 Actuals, being the Councillor expenses for the 12 month period from July 2022 to June 2023 on the provision of expenses and facilities to Councillors.

This is in accordance with the Councillor Expenses and Facilities Policy, clause 17.2: Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website.

These reports will include expenditure summarised by individual Councillors and as a total for all Councillors.

Expenses and facilities	2021-22 Actual	2022-23 Budget	2022-23 Actual
Travelling Expenses	\$4,483	\$20,000	\$11,441
Council vehicle and fuel card	\$ -	\$ -	\$ -
Carer Expenses	\$ -	\$5,000	\$ -
Home Office Expenses / Office Equipment	\$50,416	\$10,000	\$83
Professional development, conferences / seminars	\$13,678	\$88,000	\$29,720
Accommodation and meals	\$ -	\$10,000	\$5,373
Associations and Memberships	\$750	\$2,500	\$750
Council Meeting Meals	\$7,216	\$9,500	\$ -
Total	\$76,543	\$145,000	\$47,367

Attachments

Attachment 1 Councillor Expenses - 2022-2023 (*Under Separate Cover*)



REPORTS TO COUNCIL - ITEMS FOR INFORMATION

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

File Reference: 27 September 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 7 to 20 September 2023, the following workshops were held:

Date	Workshop Items	External Presenter/s (if applicable)
19/09/2023	1. QCCP Lease Update	N/A
	2. Crawford Street Properties and Strategy Disbursement	N/A
	3. QCCP Names Update	N/A
20/09/2023	1. Memorial Gardens Project	N/A
	2. Public Interest Disclosure Policy and Act	N/A
	3. South Jerrabomberra High Voltage Supply Project update	N/A

Attachments

Nil

11.1 QPRC Heritage Advisory Committee Minutes of 24 August 2023 (Ref: ; Author: Ormella/Grant)

File Reference: 26.5.1-08 / 2188585

Recommendation

That Council:

- 1. Note the minutes of QPRC Heritage Advisory Committee held on 24 August 2023 - 23/23.**
- 2. Note recommendations 24/23 to 27/23 from the meeting held on 24 August 2023:**
 - a. QPRC HAC 24/23 – Development Application 2023.0273 at 119 Wallace Street, Braidwood for demolitions, alterations, and additions.**
 - i. The Committee has a consensus view that the t-shaped shed should be retained on site given its heritage value and potential for reuse.**
 - ii. The Committee notes that the DA put before it is incomplete and may be expanded upon in the future. In the event that further information is received, the Committee request that it be returned to the Committee for consideration.**

QPRC HAC 25/23 – Development Application 2023.0083 at 124-126 Wallace Street, Braidwood for alterations and additions.

The Committee has no objection to the proposed development.

- b. QPRC HAC 26/23 – Development Application 2022.1661 at 30 Alice Street, Queanbeyan for demolition of existing dwelling and construction of a dwelling house.**

The Committee does not support the proposed design, which does not align with the QDCP 2012. The current Development Control Plan does not support garages in the front elevation of the building. The applicant should contact the Heritage Advisor regarding advice for an alternative design that is consistent with the QDCP in this Heritage Conservation Area location.

- c. QPRC HAC 27/23 – Proposed development at 29 and 30 Alice Street, Queanbeyan.**

The Committee is happy with the existing QDCP 2012 provisions for Heritage Conservation Areas at this time and would like to see them rigorously applied.

Summary

This was the eighth meeting of this Committee and was one of general business. There were five recommendations, with two related to Development Applications on Wallace Street in Braidwood, and one related to a Development Application at 30 Alice Street in Queanbeyan.

The Committee also provided comment on an agenda item raised by the Heritage Advisor regarding proposed dwelling house redevelopments on Alice Street, Queanbeyan in the Heritage Conservation Area.


11.1 QPRC Heritage Advisory Committee Minutes of 24 August 2023 (Ref: ; Author: Ormella/Grant) (Continued)

These developments propose departures from the Queanbeyan Development Control Plan 2012 in terms of dwelling design for the front elevation.

The Committee reiterated support for the current heritage controls in the Queanbeyan Development Control Plan 2012 (QDCP) and rigorous application of the controls in the Heritage Conservation Areas.

The Committee were provided with a status report on the recently launched Local Heritage Grants program for 2023-24 and plans for the upcoming Local Heritage Awards, nominations for which will open in December 2023. The Committee were encouraged to promote both programs via their networks.

Attachments

Attachment 1 Minutes of QPRC Heritage Advisory Committee 24 August 2023 (*Under Separate Cover*)


REPORTS OF COMMITTEES

**11.2 Bungendore Town Centre and Environs Advisory Committee Meeting Minutes
- 22 May 2023 and 21 August 2023 (Ref: ; Author: Richards/Duncan)**

File Reference: 52.3.3



Recommendation

That Council note the minutes of Bungendore Town Centre and Environs Committee meetings held on 22 May 2023 and 21 August 2023.

Summary

The Bungendore Town Centre and Environs Advisory Committee has submitted minutes of meetings held on 22 May 2023 and 21 August 2023 for Council's information. There are no formal recommendations from the meeting minutes referred to Council for endorsement.

Attachments

- | | |
|--|--|
| Attachment 1 | Bungendore Town Centre and Environs Committee Meeting Minutes - 22 May 2023 (<i>Under Separate Cover</i>) |
|  | |
| Attachment 2 | Bungendore Town Centre and Environs Committee Meeting minutes - 21 August 2023 (<i>Under Separate Cover</i>) |
|  | |

12.1 Reinstatement of NSW Regional Seniors Travel Card Program (Ref: ; Author: Grundy/Grundy)

File Reference: 27 September 2023 motions

Notice

Councillor Mareeta Grundy will move the following motion:

Motion

That Council:

- 1. Recognises the significant contribution the NSW Regional Seniors Travel Card Program made in alleviating the unavoidable costs of transport for regional, rural and remote residents; in accessing medical, social and family needs in addition to supporting aging in place principles, health and wellbeing outcomes.**
 - 2. Notes the \$250 Seniors Travel Card provided much needed financial assistance to fixed and low income eligible residents from the Queanbeyan-Palerang Regional Council area.**
 - 3. Write to the local member, Steve Whan, MP; the NSW Premier, the Hon Chris Minns, MP, and the NSW Minister for Transport and Roads, the Hon Jo Haylen, MP, calling for the immediate reinstatement of the NSW Regional Seniors Travel Card Program.**
-

Comment from Cr Grundy in support of this Notice of Motion

The NSW Government suspended the Regional Seniors Travel Card in July 2023.

This program was for eligible users living in regional, rural and remote NSW. The card is a non-reloadable Visa card with \$250 pre-loaded to enable payment for travel related expenses by regional, rural and remote eligible seniors. The card could be used Australia wide by eligible NSW seniors but not for online or over the phone transactions.

1.3 million cards were issued over a 4 year period (prior to July 2023), to help seniors in the regions maintain their independence, health and wellbeing.

The Regional Seniors Travel Card could be used for:

- taxi trips, including those to medical appointments, hospital transport, grocery shopping and worship,
- pre-booked NSW TrainLink Regional train and coach services,
- fuel at service stations, convenience stores or mixed businesses that operate with a fuel merchant category code,
- electric charging stations,
- Opal card top-up payments (there is an Opal card retailer in Queanbeyan),
- privately-operated transport coaches; and
- selected community transport services.

In a number of our regional areas, including Braidwood, Majors Creek, Araluen, Mount Fairy, Carwoola, Nerriga, Wamboin, Bywong, Boro, and Burra there is no or very limited public or private commercial transport.

12.1 Reinstatement of NSW Regional Seniors Travel Card Program (Ref: ; Author: Grundy/Grundy) (Continued)

The Regional Seniors Travel card, for example, enabled eligible local seniors to pay for fuel or other transport to travel to Canberra, Queanbeyan, Goulburn, Sydney or other service centres for medical, legal or business appointments, social or recreational interactions and other essential purposes.

\$250 a year was a big help to those on low and fixed incomes and would be of significant ongoing help during the current cost of living crisis.

Many have made representations to me in my role as a Councillor asking me to advocate to have the program reinstated. An online petition to the Speaker and the Legislative Assembly of NSW calling for the reinstatement of the program received over 22,000 signatures at the time of this lodgement.

The NSW Government continues to provide discounted travel, through other initiatives, on public transport to senior commuters in metropolitan areas across NSW, but in suspending this program has left regional commuters disadvantaged as these other initiatives remain ineffectual in the absence of public transport in many regional communities.

Regional seniors in Queanbeyan Palerang value the Regional Seniors Travel Card and seek QPRC's support in advocating for its reinstatement.

Attachments

Nil

12.2 Acknowledgement of Country at Town Entrances (Ref: ; Author: Willis/Willis)

File Reference: 27 September 2023 motions

Notice

Councillor Katrina Willis will move the following motion:

Motion

That Council:

- 1. Develop a proposal for signage at the main entrances to Queanbeyan-Palerang's towns and villages that incorporates acknowledgment of the Traditional Custodians of the lands on which a town or village is situated.**
 - 2. Consult local Aboriginal Land Councils and Council's First Nations Advisory Committee about wording and local First Nations groups to be acknowledged on the signage.**
 - 3. Receive a report detailing the feasibility, costs and timeframes to:**
 - a. update existing locality signage; and/or**
 - b. commission new signage.**
-

Comment from Cr Willis in support of this Notice of Motion

Acknowledging the Traditional Custodians of the lands across Australia is now an accepted and widespread practice manifested in different ways, from the opening of meetings, community events and celebrations, to signage displayed at the entrance to cities, towns and villages across Australia.

Queanbeyan-Palerang Regional Council acknowledges the Traditional Custodians of the lands within our local government area (LGA) on its website and other official communications channels, at the commencement of Council meetings and other Council events.

It is now commonplace for Councils to include an acknowledgement of Traditional Custodians on locality signage. However, this is yet to occur in our local government area.

This motion seeks Council endorsement to incorporate this recognition in our locality signage and requests a report from staff on options for achieving this and the associated costs.

Staff Comment

The current Reconciliation Action Plan (RAP) was endorsed by Council on 18 December 2019, and is published on Council's website <https://www.qprc.nsw.gov.au/Community/Community-Life/Aboriginal-and-Torres-Strait-Islander-programs>

Work has commenced on the second stage of the QPRC RAP 'Innovate' which focuses on developing and strengthening relationships with Aboriginal and Torres Strait Islander people and engaging staff and stakeholders in reconciliation. A Councillor workshop is being scheduled for the latter part of the year, in preparation for consultation with First Nations groups. We expect this to be completed in 2023.

Once a proposal is developed for Acknowledgement to Country signage across the LGA, the project will need to be considered by Council in budget deliberations for the next Operational Plan 24/25 and Delivery Program 2024/28.

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 RFT 2022-37 - Design and Construction of Mulloon RFS Station

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 QCCP Lease Agreements

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.

Item 16.3 QPRC v Minister for Education and Early Learning Matter

Item 16.4 is confidential in accordance with s10(A) (g) of the Local Government Act 1993 because it contains 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.