



Ordinary Meeting of Council

24 January 2024

**UNDER SEPARATE COVER
ATTACHMENTS**

ITEMS 10.4 TO 10.12

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

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QUEANBEYAN-PALERANG REGIONAL COUNCIL

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ITEM 10.4 RATES STRUCTURE REVIEW

ATTACHMENT 1 TERMS OF REFERENCE: RATES STRUCTURE REVIEW
COMMUNITY ENGAGEMENT PANEL



Rates Structure Review Community Reference Panel

Purpose

This Community Reference Panel will provide feedback and advice to Council for its rates structure review.

QPRC must ensure that its rates structure is fair for ratepayers across the whole local government area. Council seeks to collaborate with a group of ratepayers who will provide feedback and advice to Council in the review.

Council will inform and involve the Panel, providing detailed information about the fundamental principles that underpin the rating strategy, information about the decisions and changes that Council can make within the legislation, and rates modelling and analysis on options. The Panel will ultimately recommend a preferred rating structure for consideration by Council and the broader community.

Accountability

The Community Reference Panel will have an advisory role to Council. The Panel recommendations will be provided to a Council workshop (preliminary feedback) and to a subsequent Council meeting. The recommendation will inform Council's decision for the preferred rating structure.

Membership

The Community Reference Panel will ideally have at least 10 - 12 members who express an interest. Panel members should be ratepayers, however also could be business owners or residents of QPRC. The Panel will represent a range of ratepayer groups, including:

- Business ratepayers
- Residential ratepayers
- Farmland ratepayers
- From Braidwood, Bungendore, Queanbeyan, Googong, Jerrabomberra and rural areas.

Resources

Community Reference Panel members will be supported by Council staff who will provide background briefings, analysis and reporting of rate structure options. Staff will facilitate the panel workshops and record the Panel recommendations report.

Panel Meetings and Workshops

Council staff will facilitate at least two workshops with Panel members between 22 February 2024 and 7 March 2024. Meetings will be held on weekday evenings in Bungendore; however this will be guided by the panel members.

Workshops are the preferred format for panel members to listen to the views of other members and provide their input; however, the engagement strategy will be adapted to meet the availability of panel members.

Panelist responsibilities

- Adopt a constructive and cooperative approach and respect views of all Panel members.
- Commit to attending workshops and actively participate in all discussions. If unable to attend, inform Council staff as early as possible so workshop times can be adjusted if possible.
- Review and consider material provided as pre-reading for the Panel meetings. Staff will provide assistance and briefings, answer questions and provide additional information as requested by panel members to assist this process.
- Respect the position they hold with regard to access to information, and not use this position in any way for individual personal gain.
- Maintain a level of confidentiality in regards to information provided and ideas discussed by other Panel members.
- Comply with the minimum standards set out in the QPRC Code of Conduct.

Council responsibilities

- Listen to the views and recommendations of the panel members.
- Ensure a high level of organisational support for community panel activities and fairly report panel outcomes
- Provide feedback to the panel on how their contributions have been incorporated or used to inform Council's decisions.

Rates Structure Review Community Engagement Plan

Timeframes	Responsibility	Community Engagement Activity
24 Jan 2024	Council	Resolve community engagement strategy and terms of reference for community reference panel
25 Jan 2024 to 15 Feb 2024	Council	Open expressions of interests for participation as a member of the community reference panel
22 Feb 2024 to 7 Mar 2024	Community Reference Panel	Community Reference Panel activity: <ul style="list-style-type: none"> • Group workshops: consult and collaborate
22 Feb 2024 to 7 Mar 2024	Council	Community engagement activity: <ul style="list-style-type: none"> • Website: background information
24 Apr 2024	Community Reference Panel	Report to Council – Community Reference Panel recommendations
24 Apr 2024	Council	Resolve preferred rate structure for community consultation
26 Apr 2024 to 3 Jun 2024	Council	5 weeks community engagement activity through Your Voice website (survey – comments sought)
26 Jun 2024	Council	Adopt Revenue Policy
27 Jun 2024 to 12 Jul 2024	Council	Close the loop activity – Your Voice website: provide update on adopted policy

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ITEM 10.9 RESPONSES TO QUESTIONS ON NOTICE – EDE LOAN
REPAYMENTS

ATTACHMENT 1 ELLERTON DRIVE EXTENSION LOAN FACT SHEET

Ellerton Drive Extension LOAN FACT SHEET



Background

The \$86M Ellerton Drive Extension (EDE) was funded by the Australian and NSW Governments and QPRC.

Council's contribution was \$36M and was financed through a NSW Treasury Corp loan, payable over 10 years.

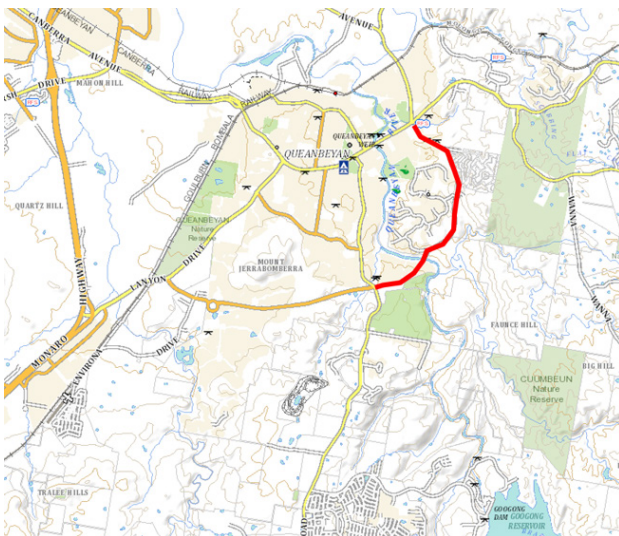
The loan repayments are funded by developer contributions that are set out in several development contributions plans and voluntary planning agreements.

Loan details

The loan was drawn down on 11 April 2019 at an interest rate of 3.08% with fixed principal and interest of \$4,196,548 per annum. The final repayment will be made on 11 January 2029.

The loan repayments were also subsidised by the NSW Government through the Low Interest Loan Initiative, that subsidises the interest expense by 50%.

The total repayments made by Council over the loan period, with the contribution from the NSW Government to reduce the interest, will be \$36,000,000 (principal) plus \$2,982,740 interest = \$38,982,740.



Development Contributions Plans

The development groups that benefit from the project were identified in the 2014 South Jerrabomberra and Queanbeyan Traffic Analysis (Part 4 Report page 5, table 4). The traffic study report is on the [Planning Studies & Strategies page](#) of Council's website.

The Googong Urban Development Planning Agreement included a contribution amount of \$25,795,750 for the Ellerton Drive Extension. \$6,288,329 was paid as a lump sum and \$19,507,421 is being paid over 10 years in quarterly instalments.

Other developer contributions are from the Jumping Creek Voluntary Planning Agreement, South Jerrabomberra 7.11 Plan, Queanbeyan 7.12 Plan and the Queanbeyan City Council S94 Contributions Plan.

The contributions are summarised in the table below:

Contributions Plan	Estimated Contribution \$
Googong Urban Development Planning Agreement	\$25,795,750
Jumping Creek Voluntary Planning Agreement	\$3,151,680
South Jerrabomberra 7.11 Plan	\$2,259,073
Queanbeyan 7.12 Plan	\$336,335
Queanbeyan City Council S94 Contributions Plan	\$7,439,902
Total	\$38,982,740

Contributions plans and planning agreements are on the [Planning Controls page](#) of Council's website, and the financial contributions for each plan are reviewed and reconciled each year.

The financial information for each contribution plan is included in Council's annual financial statements which are audited by the NSW Audit Office and are also available on the [Budgets and Planning page](#) of our website.

The developers contributions for the EDE loan contributions have been reviewed and reconciled to 30 June 2023.

QUEANBEYAN-PALERANG REGIONAL COUNCIL

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ITEM 10.12 RESOLUTION ACTION SHEET

ATTACHMENT 1 OUTSTANDING ACTIONS REPORT

Outstanding Council Resolutions Report 24 January 2024

Date	Res No	Resolution	Progress/ Action Taken
8/02/2023	<u>033/23</u>	172 Foxlow Street Captains Flat That Council receive a report on options for future use of the former medical centre at 172 Foxlow Street Captains Flat.	09 Jan 2024 Information Report 13 September 2023, Workshop held December 2023
22/02/2023	<u>043/23</u>	Scoping Proposal PP.2022.0001 - Residential Rezoning - 141 Googong Road Googong (Sunset) That Council: 1. Supports the progression of the Scoping Proposal for the rezoning of part of Lot 39 DP 1257837 No. 141 Googong Road, Googong, to a Planning Proposal, subject to the following: a. the area of threatened ecological communities and in particular the EPBC Box-Gum Woodland that is currently zoned R1 General Residential, being rezoned the C2 Environmental Conservation; and b. the payment of the fees outlined in Council's Fees and Charges for the preparation of a Complex Planning Proposal. 2. Considers the merits of entering into a Local Planning Agreement with the landowner of Lot 39 DP 1257837 No. 141 Googong Road, Googong, for the C2 Environmental Conservation zoned land and riparian corridors, as part of the Planning Proposal preparation and consultation stage.	10 Jan 2024 The applicant is continuing to undertake the work necessary to address the agency responses.
8/03/2023	<u>067/23</u>	Ellerton Drive Extension Noise Assessment That Council establish a Working Group of the Mayor and two Councillors, to engage with nominated residents who are representative of those properties effected by the Ellerton Drive Extension; and be tasked with the following: 4. Report back to Council.	09 Jan 2024 Scope of works completed, funding confirmed December 2023, pending agreement TfNSW RFQ will proceed February 2024
22/03/2023	<u>099/23</u>	Bicycle Parking That Council receive a report on the progress of the Bicycle and Pedestrian Facilities Plan (2020) as adopted by Council; and current priority projects be identified for inclusion in the Operational Plan and grant funding proposals.	03 Oct 2023 An inventory of Bicycle Parking Assets has been completed and the report in progress

Outstanding Council Resolutions Report 24 January 2024			
Date	Res No	Resolution	Progress/ Action Taken
26/04/2023	<u>143/23</u>	<p>Post Exhibition Report - Cat Containment Area Policy Review - Results of Community Consultation</p> <p>That Council:</p> <p>3. Receive a future report and draft strategy for the possible application of the Policy to all areas of Queanbeyan-Palerang with recommended timeframes.</p>	<p>12 Jan 2024 In progress</p>
26/04/2023	<u>154/23</u>	<p>Phasing out Gas for Council Operations</p> <p>That Council:</p> <p>2. Implement these requirements into Council's asset management plans and Sustainable Design for Council Buildings Policy.</p> <p>3. Develop an overall plan to phase out all use of gas in Council operations aligned to the Operations Climate Change Action Plan.</p>	<p>09 Jan 2024 Audit presented to Council 27 September 2023, Asset Management Plans Buildings next review 2025/26, Sustainable Design Council Buildings Policy next review 09/24</p>
14/06/2023	<u>230/23</u>	<p>Contract 10053841 - North Elmslea Pressure Pump</p> <p>That Council:</p> <p>3. Receive a further report to award the Contract to Gongues Construction Pty Ltd, as negotiated by the General Manager, at the time the work is funded to proceed.</p>	<p>12 Dec 2023 In Progress</p>
12/07/2023	<u>266/23</u>	<p>Post Exhibition Report - Draft QPRC Sports Facilities Strategic Plan</p> <p>That Council:</p> <p>2. Receive a further report on how the QPRC Sports Strategic Plan can better align with the QPRC Aquatics Strategy, currently in draft.</p>	<p>16 Jan 2024 In Progress</p>
9/08/2023	<u>314/23</u>	<p>Review Queanbeyan Car Parking Strategy</p> <p>That Council consider the funding of a review of the Queanbeyan Car Parking Strategy (2018-2028) and a scope of works presented during budget deliberations in preparing the 24/25 Operational Plan.</p>	
13/09/2023	<u>355/23</u>	<p>Cooma Road Water Mains Upgrades REF Consultation</p> <p>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.</p>	<p>16 Jan 2024 Public consultation to commence in February 2024.</p>

Outstanding Council Resolutions Report 24 January 2024

Date	Res No	Resolution	Progress/ Action Taken
14/09/2022	<u>361/22</u>	<p>Bungendore Men's Shed and Rotary Access to Sports Hub Land</p> <p>That:</p> <ol style="list-style-type: none"> 2. Council begin negotiations between the parties to prepare a draft lease agreement setting out the value of the lease and the responsibilities of each party. 3. Upon preparation of the draft lease agreement the matter be returned to Council for consideration. 	<p>16 Jan 2024</p> <p>Letter of support and MoU provided pending Licence Agreement, to facilitate Mens Shed securing necessary funding to establish and develop the site.</p>
27/09/2023	<u>388/23</u>	<p>WB Freebody Sculpture</p> <p>That Council:</p> <ol style="list-style-type: none"> 3. Receive a further report following investigation of an appropriate location, options for the installation and associated costs. 	<p>17 Jan 2024</p> <p>In Progress</p>
27/09/2023	<u>389/23</u>	<p>Access Agreement Queanbeyan District Cricket Club Freebody Oval</p> <p>That:</p> <ol style="list-style-type: none"> 1. Council endorse 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. 	<p>15 Jan 2024</p> <p>In Progress</p>
27/09/2023	<u>390/23</u>	<p>Renewal of Licences over Letchworth Estate Reserve to Queanbeyan and District Dog Training Club and Monaro Archers Inc</p> <p>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.</p>	<p>15 Jan 2024</p> <p>In Progress</p>

Outstanding Council Resolutions Report 24 January 2024			
Date	Res No	Resolution	Progress/ Action Taken
27/09/2023	<u>407/23</u>	<p>Acknowledgement of Country at Town Entrances</p> <p>That Council:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> a. update existing locality signage; and/or b. commission new signage. 	<p>17 Jan 2024 In Progress</p>
25/10/2023	<u>436/23</u>	<p>Jerrabomberra Pump Track Project</p> <p>That Council adopt Jerrabomberra Creek Park, on Waterfall Drive, as the location for the construction of the pump track, ensuring the protection of wombat habitat and native vegetation are factored into the design.</p>	<p>17 Jan 2024 An additional Wombat investigation has been completed, final design In Progress.</p>
8/11/2023	<u>468/23</u>	<p>Capital Expenditure Review Bungendore Pool</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Approve the Capital Expenditure Review for the Bungendore Pool for submission to the Office of Local Government. 2. Proceed to the tendering of works for preparation of a complete design, specifications and plans for the Bungendore Swimming Pool, including Quantity Surveyor estimates and staged delivery options. 	<p>17 Jan 2024 A tender for design of the Bungendore Pool will close on 31 January 2024. A tender review and decision will return to Council during February or March 2024</p>

Outstanding Council Resolutions Report 24 January 2024			
Date	Res No	Resolution	Progress/ Action Taken
8/11/2023	<u>477/23</u>	<p>SoE Reporting</p> <p>That Council receive a report on options to improve the frequency of its reporting on the state of the environment of the Queanbeyan-Palerang region and sustainability performance including:</p> <ol style="list-style-type: none"> 1. Reporting on a more regular basis. 2. Reporting Council's greenhouse gas emissions and renewable energy generation on a live basis as data becomes available. 3. How to resource more frequent reporting and live reporting any related matter. 	In Progress
8/11/2023	<u>481/23</u>	<p>Sale of Council Land</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Subdivide 40A Severne Street being Lot 6/DP872684, into three lots with one lot containing the current dwelling and one of the other lots to be retained in Council's ownership as operational land for the purposes of preserving physical and utility access to the existing reservoir site at Lot 7/DP872684. 2. As part of the subdivision process, undertake a boundary adjustment for existing Lot 7/DP 872684 (the reservoir lot) to better secure its extent for current and future water supply purposes. 3. Authorise the General Manager to facilitate the public sale of the dwelling lot and retain the land remaining as Biodiversity Offset. 	<p>12 Jan 2024</p> <p>Brief for engagement of consultant to take carriage of Subdivision Certificate application issued.</p>
22/11/2023	<u>490/23</u>	<p>Submissions Report on the Discussion Paper for the Braidwood Structure Plan</p> <p>That Council:</p> <ol style="list-style-type: none"> 3. Consult with Aboriginal communities associated with the Braidwood area to ensure a greater understanding of sites of significance and First Nations associations to Country to inform and input into the draft Braidwood Structure Plan. 4. Prepare the draft Braidwood Structure Plan taking into consideration the issues raised in submissions from the Braidwood community and stakeholder agencies, as identified by theme in Figure 1 of this report and in the attached Submissions Assessment (Attachment 2). 	<p>10 Jan 2024</p> <p>In Progress</p>

Outstanding Council Resolutions Report 24 January 2024			
Date	Res No	Resolution	Progress/ Action Taken
22/11/2023	<u>491/23</u>	<p>Road Naming - Proposed New Road Name - Marland Court</p> <p>That Council:</p> <ol style="list-style-type: none"> 2. Advertise the proposed road name for public comment for 28 days. 3. Publish a notice in the NSW Government Gazette for the road name 'Marland Court' if no objections are received during the advertising period. 	<p>11 Jan 2024</p> <p>Marland Court is currently on exhibition until 16 January 2024</p>
22/11/2023	<u>492/23</u>	<p>Planning Proposal to Reclassify 19 Gibraltar Street, Bungendore from Community to Operational Land</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Approves the progress of the draft planning proposal to reclassify Lot 8 Section 11 DP 758183 19 Gibraltar Street, Bungendore from 'community land' to 'operational land' under the Local Government Act 1993, and upon completion, it be forwarded to the NSW Department of Planning and Environment to seek a Gateway determination. 2. Receive a further report, following receipt of a Gateway determination so that the draft planning proposal be placed on public exhibition in accordance with any conditions in the Gateway determination. 	<p>10 Jan 2024</p> <p>Planning proposal is being prepared for submission to DPE.</p>
22/11/2023	<u>496/23</u>	<p>Draft License Agreement - Lions Club Queanbeyan</p> <p>That Council:</p> <ol style="list-style-type: none"> 2. Approve advertising the Licence Agreement in accordance with 47A of the Local Government Act 1993. 3. If no objections are received, approve the General Manager to sign the Licence Agreement. 4. Seek Ministerial consent for Council to enter into a 5 year Licence Agreement with Queanbeyan Lions Club to operate a community facility and book exchange at Queanbeyan Park. 	<p>16 Jan 2024</p> <p>12 month license agreement placed on 28 days public exhibition. Ministerial Consent for a further 5 year license agreement In Progress.</p>
22/11/2023	<u>499/23</u>	<p>Draft Roadside Vegetation Management Policy and Plan</p> <p>That Council place the Draft Roadside Vegetation Management Policy and Draft Roadside Vegetation Management Plan on public exhibition for an extended period of 70 days (closing on 31 January 2024).</p>	<p>12 Jan 2024</p> <p>The Draft Roadside Vegetation Management Policy and Plan is out for consultation until 31 January 2024.</p>

Outstanding Council Resolutions Report 24 January 2024			
Date	Res No	Resolution	Progress/ Action Taken
22/11/2023	<u>500/23</u>	Data Breach Policy That Council place the draft Data Breach Policy on public exhibition for 28 days.	12 Jan 2024 Policy on public exhibition until 29 January 2024.
22/11/2023	<u>511/23</u>	Riverside Oval Canteen That Council allocate in the 2023/24 Operational Plan, up to \$15,000 for the purpose of completing the works at Riverside Oval Canteen; from savings in the Councillor Remuneration budget.	16 Jan 2024 Funds have been confirmed for this project. Invoices will be provided to Council for approval and payment as work undertaken.
13/12/2023	<u>524/23</u>	Scoping proposal - Googong Dam Realignment That Council supports the progression of the Scoping Proposal for rezoning Lot 11 DP 1266001 (No. 29 Connolly Street); and part Lot 6 DP 1294382 (Wellsvale Drive, Googong) for initial agency consultation.	10 Jan 2024 Officers are progressing to compile the referrals to agencies.
13/12/2023	<u>525/23</u>	Housekeeping Amendments (Googong) to QPRLEP 2022 - PP.2023.912 - Results of Public Consultation That Council: 2. Adopts this Planning Proposal identified by NSW Government as PP-2023-912 3. Agrees to finalise the NSW planning process to update these Local Environmental Plan maps for Googong, noting that this is a map-only amendment to the Queanbeyan-Palerang Regional Local Environmental Plan 2022.	10 Jan 2024 Work continues on the preparation of the Maps, and is well progressed.
13/12/2023	<u>526/23</u>	Road Naming - Tirriwirri Lane, Burugun Walk and Galu Way, Tralee That Council: 2. Advertise the proposed road names for public comment for 28 days. 3. Publish a notice in the NSW Government Gazette for the road names Tirriwirri Lane, Burugun Walk and Galu Way, if no objections received.	11 Jan 2024 Tirriwirri Lane, Burugun Walk and Galu Way are currently on exhibition until 16 January 2024
13/12/2023	<u>527/23</u>	Road Naming Proposal - Estate 2 Stage 1- South Jerrabomberra Urban Release Area That Council: 3. Advertise the proposed road name for public comment for 28 days. 4. Publish a notice in the NSW Government Gazette for the road name "Abelia Avenue" if no objections are received.	11 Jan 2024 Abelia Avenue currently on exhibition until 16 January 2024

Outstanding Council Resolutions Report 24 January 2024

Date	Res No	Resolution	Progress/ Action Taken
13/12/2023	<u>531/23</u>	<p>Lease Proposal - Land at Highstreet Oval for QCFC Facility</p> <p>That:</p> <ol style="list-style-type: none"> 1. Council provide in principle support for a long term lease to the Queanbeyan City Football Club. 2. A report be brought to Council for approval regarding the project, funding, delivery, lease arrangement, tenure and term. 	<p>10 Jan 2024</p> <p>A meeting has been organised with QCFC to discuss the project, funding, delivery, lease arrangement, tenure and term.</p>
13/12/2023	<u>532/23</u>	<p>Renewal of Licence Agreements with Queanbeyan Park Tennis Club - Campbell/Waniassa Street Courts</p> <p>That Council renew the licence agreements between Queanbeyan-Palerang Regional Council and the Queanbeyan Park Tennis Club over the courts; in Campbell Street, Queanbeyan and in Waniassa Street, Queanbeyan East, for a further five-year period subject to the consent from the NSW Minister for Crown Lands.</p>	<p>15 Jan 2024</p> <p>Draft Licence agreements prepared, In Progress</p>
13/12/2023	<u>533/23</u>	<p>Deed of Variation Googong Sports Club Memorandum of Understanding</p> <p>That Council endorse the Deed of Further of Variation to the tripartite Memorandum of Understanding with Googong Township and Googong Sports Club Incorporated.</p>	
13/12/2023	<u>541/23</u>	<p>Establishment of a QPRC Small Business Advisory Committee</p> <p>That Council establishes an Advisory Committee known as the Queanbeyan-Palerang Regional Council Small Business Advisory Committee (QPRC SBAC).</p>	<p>12 Jan 2024</p> <p>Report will be prepared for new Council</p>
13/12/2023	<u>542/23</u>	<p>Establishment of QPRC Advisory Committee of Seniors</p> <p>That Council establishes an Advisory Committee known as the Queanbeyan-Palerang Regional Council Advisory Committee of Seniors (QPRC ACS).</p>	<p>17 Jan 2024</p> <p>Report will be prepared for new Council</p>

Outstanding Council Resolutions Report 24 January 2024

Date	Res No	Resolution	Progress/ Action Taken
13/12/2023	<u>545/23</u>	Proposed HoA - QCCP Kiosk That Council: 1. Endorse the attached Heads of Agreement for a lease over the ground floor Kiosk in the QCCP. 2. Authorise the General Manager to execute a lease agreement in accordance with the terms in the Heads of Agreement.	15 Jan 2024 Draft lease prepared by LTL. Sent to tenant's lawyers for comment.
13/12/2023	<u>547/23</u>	Proposed HoA - QCCP Level 3 That Council: 1. Endorse the proposed Heads of Agreement for a lease between QPRC and North Herring Lawyers over part Level 3 of the QCCP. 2. Authorise the General Manager to execute a lease agreement in accordance with the terms in the Heads of Agreement.	16 Jan 2024 The Heads of Agreement has been executed by both parties and the lease document is being finalised.